

REGULAR MEETING MINUTES*

Board of Trustees

Coast Community College District

District Board Room

3:45 p.m. Closed Session, 5:00 p.m. Open Session

Wednesday, January 16, 2019

A Regular Meeting of the Board of Trustees of the Coast Community College District was held on January 16, 2019 in the Board Room at the District Office located at 1370 Adams Avenue, Costa Mesa, CA.

1.00 Preliminary Matters

1.01 Call to Order

Board President Prinsky called the meeting to order at 3:45 p.m.

1.02 Roll Call

Trustees Present: Trustees Grant, Hornbuckle, Moreno, Patterson and Prinsky

Trustees Absent: Student Trustee Gil joined the meeting at 5:00 p.m.

1.03 Public Comment (Items on Closed Session Agenda)

There were no requests to address the Board.

1.04 Recess to Closed Session

(Conducted in accordance with applicable sections of California law. Closed Sessions are not open to the public.)

The Board recessed to Closed Session to discuss the following:

a. Public Employee Performance Evaluation

(Pursuant to *Government Code* Section 54957)

Position: Chancellor

b. Public Employee Discipline/Dismissal/Release

(Pursuant to *Government Code* Section 54957)

c. Conference with Legal Counsel: Anticipated Litigation

Significant exposure to litigation pursuant to sub-section “d-2” of *Government Code* Section 54956.9. Four cases including U.S. Department of Education and Dr. Tarin Olson.

d. Conference with Legal Counsel: Anticipated Litigation

Potential initiation of litigation pursuant to sub-section “d-4” of *Government Code* Section 54956.9. Three cases.

e. Conference with Legal Counsel: Existing Litigation

(Pursuant to sub-section “d-1” of *Government Code* Section 54956.9)

City of Huntington Beach et al. vs. California Director of Finance et al.,
California Court of Appeal Case No. C076809

City of Fountain Valley et al. vs. Michael Cohen et al., California Court of
Appeal Case No. C081661

City of Westminster vs. Cohen et al., Sacramento County Superior Court
Case No. 34-2013-80001665

Coast CCD et al. vs. Commission on State Mandates, Sacramento County
Superior Court Case No. 34-2014-8001842

Coast CCD vs. Robert McDougal, Orange County Superior Court Case Nos.
30-2017-00907612 and 30-2018-00988270

Ailene Nguyen and Christine Nguyen vs. Coast CCD et al., Orange County
Superior Court Case No. 30-2017-00939524

Nicholas French vs. Arturo Salgado et al., Orange County Superior Court
Case No. 30-2018-00974923

Susan Winterbourne vs. Coastline Community College, Orange County
Superior Court Case No. 30-2018-00980452

Emma Adams vs. Coast CCD et al., Orange County Superior Court Case No.
30-2018-00983692

Archie Kaaua vs. Diagnostic Medical Sonography et al., California Department
of Fair Employment and Housing Case No. 2018-01-00738810

Kana Pipeline vs. H.L. Moe Co., Inc. et al., Orange County Superior Court Case
No. 30-2018-01012867

Workers' Compensation Appeals Board (“WCAB”) Cases:

Jeffrey Anthony vs. Coast CCD, WCAB Case No. 11185187

Beatriz Cruz vs. Coast CCD, WCAB Case No. 10253686

Thomas Flood vs. Coast CCD, WCAB Case No. 9347588

Francisco Fonseca, Sr. vs. Coast CCD, WCAB Case No. 7699536

Ofelia Garcia vs. Coast CCD, WCAB Case No. 11095742

Constance George vs. Coast CCD, WCAB Case No. 9152145

Michael Hemphill vs. Coast CCD, WCAB Case No. 10708125

Vincent Martinez vs. Coast CCD, WCAB Case No. 10547972

Christana Montes vs. Coast CCD, WCAB Case No. 10401239

Luis Ortiz vs. Coast CCD, WCAB Case No. 8113171

Angelica Pacheco vs. Coast CCD, WCAB Case No. 11040525

Thai Pham vs. Coast CCD, WCAB Case No. 11064970

Virginia Regnier vs. Coast CCD, WCAB Case No. 11393484

Cheryl Schrieffer vs. Coast CCD, WCAB Case No. 11234906

Elizabeth Sykes vs. Coast CCD, WCAB Case No. 8672113

f. Public Employment

(Pursuant to *Government Code* 54957(b)(1))

1. Approval of Appointment of Full Time Faculty
2. Ratification of Appointment of Substitutes, Academic Staff
3. Ratification of Appointment of Part-time Faculty
4. Approval of Appointment of Educational Administrators
Project Director, Concurrent and Dual Enrollment – Basic Skills Student
Outcomes Acceleration Program (BSSOAP)
5. Approval of Appointment of Retired CalPERS Annuitants
Interim Director of Risk Services
6. Approval of Appointment of Classified Management
Interim Custodial Supervisor
7. Approval of Appointment of Classified Staff
Accounting Assistant Senior
Accounting Coordinator
Accounting Technician Senior
Division Area Office Coordinator
Maintenance Specialist II
Registered Nurse
8. Approval of Appointment of Confidential Staff
9. Approval of Reclassification and Reorganization/Reassignment,
Classified Staff
10. Ratification of Temporary Out of Class Assignments, Classified
Management
11. Ratification of Project-Specific Assignment, Classified Management
12. Ratification of Temporary Out of Class Assignments, Classified Staff
13. Ratification of Project-Specific Assignment, Classified Staff
Accounting Coordinator
Contract Education Associate, Senior
Course Assistant
IT Business Processes Analyst
14. Ratification of Appointment of Short Term Hourly Staff
15. Ratification of Appointment of State Mandated Substitute, Classified
Staff

16. Ratification of Medical Professional Hourly Personnel

17. Ratification of Appointment of Student Workers

g. Conference with Labor Negotiator

(Pursuant to *Government Code* Section 54957.6)

District Negotiators:

Dr. Marco Baeza, Vice Chancellor Human Resources

Dr. John Weispfenning, Chancellor

Crystal Crane, Executive Director Human Resources (for CCCA-TA/NEA)

Employee Groups:

Coast Federation of Classified Employees (CFCE),

Coast Community College Association-California Teachers Association/

National Education Association (CCCA-TA/NEA),

Coast Federation of Educators/American Federation of Teachers (CFE/AFT),

Unrepresented Employees: Association of Confidential Employees (ACE),

Unrepresented Employees: Classified Managers and Educational
Administrators

1.05 Reconvene to Open Session

The meeting was reconvened by Board President Prinsky at 5:00 p.m.

1.06 Pledge of Allegiance

Trustee Moreno led the Pledge of Allegiance.

1.07 Report of Action in Closed Session

General Counsel, Dr. Jack Lipton, reported the following action from Closed Session:

For **Item 1.04 d. Conference with Legal Counsel: Anticipated Litigation**, on a motion by Trustee Patterson, seconded by Trustee Hornbuckle, the Board voted unanimously to ratify the Release Agreement with Keenan and Associates.

Motion carried with the following vote:

Ayes: Trustees Grant, Hornbuckle, Moreno, Patterson and Prinsky

Noes: None

Absent: None

Abstain: None

For **Item 1.04 g. Conference with Labor Negotiator**, on a motion by Trustee Hornbuckle, seconded by Trustee Patterson, the Board voted unanimously to approve two Memoranda of Understanding with CFE, MOU #18-23 regarding Title III Grant Project Director, and MOU #18-20 regarding Tenure Review Committee.

Motion carried with the following vote:

Ayes: Trustees Grant, Hornbuckle, Moreno, Patterson and Prinsky
Noes: None
Absent: None
Abstain: None

For **Item 1.04 f. Public Employment**, on a motion by Trustee Patterson, seconded by Trustee Hornbuckle, the Board voted unanimously to approve and ratify the personnel items as amended. (See Appendix pages 20-24)

Motion carried with the following vote:

Ayes: Trustees Grant, Hornbuckle, Moreno, Patterson and Prinsky
Noes: None
Absent: None
Abstain: None

For **Item 1.04 g. Conference with Labor Negotiator**, on a motion by Trustee Hornbuckle, seconded by Trustee Patterson, the Board voted unanimously to ratify Memorandum of Understanding #19-1 with CFCE regarding Article 14.6 Section F Weekend Shift Differential.

Motion carried with the following vote:

Ayes: Trustees Grant, Hornbuckle, Moreno, Patterson and Prinsky
Noes: None
Absent: None
Abstain: None

1.08 Public Comment

Art Pedroza addressed the Board of Trustees.

1.09 Acceptance of Retirements

On a motion by Trustee Hornbuckle, seconded by Trustee Patterson, the Board voted to accept the following retirements of employees with 10 or more years of service to the District:

- Marie Crumsey, OCC, Bookstore Operations Specialist, retirement effective December 31, 2018
- Nghia Duong, OCC, Counselor, retirement effective February 1, 2019
- Patti McDonald, OCC, A&R Technician Sr., retirement effective December 8, 2018 (revised)

Motion carried with the following vote:

Ayes:	Trustees Grant, Hornbuckle, Moreno, Patterson, Prinsky and Gil
Noes:	None
Absent:	None
Abstain:	None

2.00 Informational Reports

2.01 Reports from the Presidents of Student Government Organizations

The following representatives of Student Government Organizations provided reports to the Board:

Natalie Tran, Coastline Community College
Joseph Nielsen, Golden West College
Katherine Hoang, Orange Coast College

2.02 DIS – Office of Equity, Inclusion and Compliance: Winter Update

Sacha Moore, District Coordinator of Equity, Inclusion and Compliance, provided an update from the Office of Equity, Inclusion and Compliance.

2.03 DIS – Quarterly Report on Measure M, the District Facilities, Planning and Construction Report (Local Hiring, Diversity, Labor Compliance, and Payroll Certification), and the District Quarterly Bidding Report

Mr. Jerry Marchbank provided an overview of the following reports, and responded to Trustees' questions.

- Measure M quarterly report that was presented to the Citizens' Oversight Committee at their regular meeting on November 28, 2018.
- District Facilities Planning and Construction Report (Local Hiring, Diversity, Labor Compliance, and Payroll Certification).
- District Quarterly Bidding Report for Measure M funded projects which included information regarding any applicable pre-qualification processes.

The Board requested that an update on the prequalification process be added to the Board Log.

3.00 Matters for Review, Discussion and/or Action

3.01 DIS – Report and Recommendation on Proposed Community Workforce Agreement (CWA)

As requested by the Board of Trustees, the District Office, in collaboration with Coastline Community College, had evaluated future opportunities to enter into a project-specific Community Workforce Agreement (CWA). As the execution of Vision 2020 capital improvements progressed, four remaining projects were assessed in which a CWA might apply:

Orange Coast College Language Arts/Social Science
Golden West College Language Arts Complex
Orange Coast College Maritime Training Center
Coastline College Student Services Center

Ernesto Medrano, Johnny Cangey, Keith Harden, Marysol Flores, John Hanna, Ron Miller addressed the Board during Public Comment. General Counsel pointed out that there were only two minutes remaining for public speakers on this agenda item, however, by unanimous consent the Board agreed to extend the speaking time to allow Paul Aroian three minutes.

After Trustees' comments, on a motion by Trustee Prinsky, seconded by Trustee Patterson, the Board voted to direct staff to enter into Community Workforce Agreement negotiations with the Los Angeles/Orange County Building Trades Council, relative to the construction of the Coastline College Student Services Center in Fountain Valley.

Motion carried with the following vote:

Ayes: Trustees Grant, Moreno, Patterson, Prinsky and Gil
Noes: Trustee Hornbuckle
Absent: None
Abstain: None

Board President Prinsky recessed the meeting at 6:05 p.m. The meeting was resumed at 6:10 p.m.

3.02 DIS – Board Policies and Administrative Procedures for First Reading

The Board Policies and Administrative Procedures listed below were brought to the Board for first reading, and would be returned to a future meeting for approval/ratification.

Chapter 2. Board of Trustees

BP 2010 Board Membership – Revision
BP 2100 Board Elections – Revision

Chapter 3. General Institution

BP 3200 Accreditation - Revision
BP 3250 Institutional Planning – Revision

Chapter 4. Academic Affairs

BP 4220 Standards of Scholarships – Revision
AP 4220 Standards of Scholarships – Revision

BP 4230 Grading and Academic Records Symbols - Review
AP 4230 Grading and Academic Records Symbols – Revision

Chapter 6. Business and Fiscal Affairs

BP 6340 Bids and Contracts – Revision

AP 6340 Bids and Contracts – Revision

3.03 Board Meeting Dates

The Board reviewed upcoming meeting dates.

On a motion by Trustee Moreno, seconded by Trustee Patterson, the Board voted to have an Ethics Session, conducted by Dr. Jack Lipton, scheduled for District employees.

Motion carried with the following vote:

Ayes:	Trustees Grant, Hornbuckle, Moreno, Patterson, Prinsky and Gil
Noes:	None
Absent:	None
Abstain:	None

3.04 Meetings and Conferences of the AACC, ACCT, CCLC and CCCT

The Board reviewed upcoming Meetings and Conferences of the AACC, ACCT, CCLC and CCCT.

3.05 Board Directives Log

The Board reviewed the Board Directives Log.

4.00 Consent Calendar (Items 5.01 - 18.01)

On a motion by Trustee Moreno, seconded by Trustee Prinsky, the Board voted to approve the Consent Calendar as revised.

Motion carried with the following vote:

Ayes:	Trustees Grant, Hornbuckle, Moreno, Patterson, Prinsky and Gil
Noes:	None
Absent:	None
Abstain:	None

19.00 Discussion Calendar

20.00 Revenue Generating Agreements/Contracts Over \$90,2000

20.01 DIS - Approval of Amendment to Sub-grant to Orange Coast College from California State University, Fullerton for Project Raise: Regional Alliance in STEM Education

On a motion by Trustee Moreno seconded by Trustee Hornbuckle, the Board voted to approve an amendment to a previously approved sub-grant as outlined below.

Orange Coast College received an amendment to the sub-grant from California State University, Fullerton (CSUF) titled "**Project Raise: Regional Alliance in STEM Education.**" As a sub-grantee of CSUF, Orange Coast College STEM students have the opportunity to engage in enrichment activities that enhance their interest and capability for pursuing careers in science and math. Grant funds are used to build STEM pathways;

offer orientations, workshops, and classroom presentations; provide transfer workshops; allow student participation in a summer research program; stage an OCC faculty and student research symposium; and improve Math and Science Division marketing materials and web site. The amendment approved carrying over unspent funds from 2017-18 - Year 2 of the sub-grant - in the amount of \$4,449.34 and provided funding for 2018-19 - Year 3 of the sub-grant - \$20,000.

Prior Board Date: March 15, 2017

Fiscal Impact: Orange Coast College received \$100,000 from October 1, 2016 to September 30, 2021. No matching funds required.

Motion carried with the following vote:

Ayes:	Trustees Grant, Hornbuckle, Moreno, Patterson, Prinsky and Gil
Noes:	None
Absent:	None
Abstain:	None

21.00 Approval of Non-Standard Agreements in Excess of \$90,200

21.01 DIS – Approval of Amendment #1 to the Non-Standard Agreements with Ellucian for Cloud Hosting Application

On a motion by Trustee Hornbuckle, seconded by Trustee Patterson, the Board voted to approve Amendment #1 to the Services Order Form and the Order Form for Additional Cloud Software with Ellucian.

On December 13, 2017, the Board of Trustees approved a Non-Standard Agreement with Ellucian as the Cloud Hosting provider to the Coast Community College District's (CCCD) Banner. Using cloud-based hardware (commonly called "the Cloud") to host Banner and its related systems would enable the District to avoid the ongoing and growing need to purchase servers, memory and storage. It would also allow Coast to reduce ongoing associated Licensing costs. Additional significant benefits included an increased number of test environments, improved resiliency to disasters, and enhanced data and infrastructure security.

With Ellucian as Coast's Cloud Hosting provider, Coast was allowed additional cost reductions and the opportunity for District IT to refocus on supporting students and staff rather than focusing primarily on system maintenance. The Ellucian Cloud Application Hosting Services Agreement provided the necessary cloud infrastructure to support Banner and its related systems and transfers Banner system maintenance to Ellucian. Also foundational to our transformation, Ellucian's managed system administration reduced the ongoing burden on our staff to support its basic operation.

At this time, there was a need to amend our current Agreement in the following ways:

1. The Expiration Date of the Cloud Software Order was extended by one month to January 31, 2023.
2. The Expiration Date of the Cloud Services Order Form was extended one month to January 31, 2023.

Fiscal Impact: No additional cost to the District. Initial contract for Cloud Application Hosting not to exceed \$920,400 annually to be funded by Capital Outlay Funds.

Motion carried with the following vote:

Ayes:	Trustees Grant, Hornbuckle, Moreno, Patterson, Prinsky and Gil
Noes:	None
Absent:	None
Abstain:	None

22.00 Ratification/Approval of General Items of Business

22.01 OCC – Approval of Sole Source Procurement of Sectra Table F18

On a motion by Trustee Hornbuckle, seconded by Trustee Grant, the Board voted to authorize the equipment purchase from Touch of Life Technologies, Inc. The President of the Board of Trustees, or designee, was authorized to sign any related documents.

The Sectra Table F18 would provide students with unique interactive anatomical experience for visualizing clinical CT and MRI datasets, reference photographic cross-sectional and 3D imaging from the Visible Human Project and histological images. Touch of Life Technologies, Inc. was the sole distributor of the Sectra Table and Education Portal products for educational markets in the United States and Canada.

The District Purchasing Director had reviewed the equipment and price quotation, and determined the pricing to be fair and reasonable. The total dollar amount would exceed the bid limit; however, due to the product being solely distributed by Touch of Life Technologies, Inc., it was determined to be necessary and in the best interest of the District to purchase the equipment from Touch of Life Technologies, Inc.

Fiscal Impact: \$106,262. To be funded by Perkins fund.

Motion carried with the following vote:

Ayes: Trustees Grant, Hornbuckle, Moreno, Patterson, Prinsky and Gil
Noes: None
Absent: None
Abstain: None

22.02 DIS – Approval of Non-Standard Program Agreement with Huntington Beach Union High School District

On a motion by Trustee Patterson, seconded by Trustee Hornbuckle, the Board voted to approve a Non-Standard Program Agreement with Huntington Beach Union High School District. The Board President, or designee, was authorized to sign any related documents indicating approval by the Board of Trustees.

Orange Coast College would offer enhanced noncredit English Language Learning (ELL) classes at sites at the Huntington Beach Union High School District/Huntington Beach Adult Education School for which it would claim apportionment. Orange Coast College would provide counseling and support services including assessment, orientation, academic counseling, student educational plans, and career and life planning to the adult education students enrolled in these noncredit ELL classes.

The Board had approved this agreement at the December 12, 2018 Regular Board meeting. However, due to a timing issue, the agreement was not included on the Huntington Beach Union High School District agenda of the December 11, 2018 Board meeting. This agreement was, therefore, included on the January 15, 2019 Huntington Beach Union High School District Board meeting agenda. The start date was revised to January 17, 2019 instead of December 13, 2018. All other terms and conditions of the agreement were the same. The Board requested a press release be generated.

Term: January 17, 2019 – June 30, 2020

Fiscal Impact: Orange Coast College would generate revenue through apportionment to offset the costs.

Motion carried with the following vote:

Ayes: Trustees Grant, Hornbuckle, Moreno, Patterson, Prinsky and Gil
Noes: None
Absent: None
Abstain: None

22.03 DIS – Early Commitment to College Program Partnership Agreement with Garden Grove Unified School District

On a motion by Trustee Hornbuckle, seconded by Trustee Moreno, the Board approved an Early Commitment to College Program Partnership Agreement with Garden Grove Unified School District.

AB 19 (Santiago), Chapter 735, Statutes of 2017, established the California College Promise with the defined policy goals focused on increasing college attendance and graduation rates and reducing and eliminating achievement gaps for students in the California Community Colleges. The 2018-19 Budget Act allocated \$46 million to support the establishment and expansion of programs and practices to meet the AB 19 policy goals. Community College Districts were also authorized, but not required, to use funding to waive fees for one academic year for eligible first-time, full-time students. The Coast Colleges received \$1,413,028 from this allocation. Community College Districts must partner with one or more local educational agencies to establish an Early Commitment to College Program (ECCP) that included, but was not limited to, learning about college opportunities, visiting campuses, taking and completing college preparation courses, and applying for college and financial aid. The ECCP agreement affirmed the responsibilities of Coast Community College District and GGUSD to advance the AB 19 goals, including offering a tuition-free first year of higher education at the Coast Colleges to eligible graduates of GGUSD high schools who enrolled full-time after high school graduation at any college in the District, contingent upon funding availability.

Term: January 1, 2019 – June 30, 2020

Fiscal Impact: Tuition waiver for the first academic year for eligible first-time, full-time students who graduated from a GGUSD high school. To be paid from the AB 19 California College Promise allocation.

Motion carried with the following vote:

Ayes:	Trustees Grant, Hornbuckle, Moreno, Patterson, Prinsky and Gil
Noes:	None
Absent:	None
Abstain:	None

22.04 DIS – Authorization to File Notice of Completion and Release Retention Funds

On a motion by Trustee Hornbuckle, seconded by Trustee Patterson, the Board voted to authorize the Chancellor or designee to file a Notice of Completion on the following projects in compliance with Public Contract Code 7107 allowing for substantial completion by the public agency, or its agent (architect) of the work of improvement. Upon acceptance by the Chancellor or Vice Chancellor of Administrative Services, a Notice of Completion would be filed with the County of Orange Clerk Recorder's Office. Thirty-five (35) days after filing of the Notice of Completion and public notification to all subcontractors, the Chancellor or designee was authorized to pay retention due, accepting all work and/or materials as satisfactorily completed by the contractor(s). In the event of a dispute between the District and a Contractor, the District may withhold from the retention an amount not to exceed 150 percent of the disputed amount.

OCC – Starbucks Interior Renovation, Bid No. 2020
Contractor: R Dependable Construction, Inc.

Motion carried with the following vote:

Ayes: Trustees Grant, Hornbuckle, Moreno, Patterson, Prinsky and Gil
Noes: None
Absent: None
Abstain: None

22.05 DIS - Bid Tabulations and Award of Contracts for Golden West College Central Plant Expansion Project, Bid No. 2138

On a motion by Trustee Moreno, seconded by Student Trustee Gil, the Board voted to award the Standard Contractor Services Agreements for Bid No. 2138 to the lowest responsive and responsible bidder, Plumbing, Piping & Construction, Inc.

On November 27, 2018, Bid #2138 was posted, seeking contractor services for Golden West College as part of their Central Plant Expansion Project. These services were to include the procurement and installation of a chiller, cooling tower, piping, pumps and all related equipment to expand the existing Central Plant on campus. The expanded Central Plant would enable the campus to handle the additional load anticipated with the completion of the Math and Science Project.

Notices were published in the Daily Pilot on November 29, 2018 and December 5, 2018. In addition, notices were sent to 384 potential bidders via the direct bid notification system through the Planet Bids Portal. Sixteen potential bidders attended a mandatory job walk on December 6, 2018. On December 17, 2018, two bids were received and opened. The bid results were as follows:

Bid Results:

Plumbing, Piping & Construction, Inc.
5950 Lakeshore Drive
Cypress, CA 90630

Bid Amount:

\$772,000.00

Southland Industries – Garden Grove, CA

\$844,463.00

Term: January 18 - April 19, 2019

Fiscal Impact: \$772,000 to be paid using General Obligation Measure M Bond Fund.

Motion carried with the following vote:

Ayes: Trustees Grant, Hornbuckle, Moreno, Patterson, Prinsky and Gil
Noes: None
Absent: None
Abstain: None

22.06 DIS - Bid Tabulations and Award of Contract for Contractor Services for Orange Coast College Skill Center Roof, Bid No. 2134

On a motion by Trustee Moreno, seconded by Trustee Hornbuckle, the Board voted to approve a Standard Contractor Services Agreement with Chapman Coast Roof Co., Inc. Orange Coast College was seeking contractor services to repair and replace the roof of the Skill Center.

The contractor would need to remove the existing roof system and flashing down to deck, install crickets and gypsum board cover, adhere customer supplied single ply roof membrane and all flashing and accessories required to complete system. This work would be covered under a 20-year warranty. It was anticipated that the project would commence on January 17, 2019 and be completed by February 28, 2019.

Notices were published in the Daily Pilot on December 8, 2018 and December 13, 2018. Additionally, notices were sent out to 51 vendors utilizing the Planet Bids portal. A mandatory job walk was held on December 18, 2018 and 13 prospective bidders were in attendance. Eight bids were received and opened on January 3, 2019.

The bid results were as follows:

<u>Bid Received From:</u>	<u>Total Bid:</u>
Chapman Coast Roof, Co., Inc. 2301 E. Orangethorpe Avenue Fullerton, CA 92831	\$477,706
ERC Roofing - Santa Ana, CA	\$534,041
Commercial Roofing – Arcadia, CA	\$560,389
Exbon Development – Garden Grove, CA	\$571,150
4Seasons Roofing, Inc. – Montebello, CA	\$588,480
FC and Sons Roofing – Bell Gardens, CA	\$620,076
Rite-Way Roof – Fontana, CA	\$703,227
Best Contracting – Gardena, CA	Bid Withdrawn

Term: January 17, 2019 – February 28, 2019

Fiscal Impact: \$477,706 which included \$60,000 in project allowance to be paid with General Obligation Bond M Funds.

Motion carried with the following vote:

Ayes: Trustees Grant, Hornbuckle, Moreno, Patterson, Prinsky and Gil
Noes: None
Absent: None
Abstain: None

22.07 DIS – Approval of Instructional Material Fees

On a motion by Trustee Hornbuckle, seconded by Trustee Patterson, the Board voted to approve the instructional material fee revisions, deletions and/or new fees for inclusion in or deletion from the curriculum as presented.

Motion carried with the following vote:

Ayes: Trustees Grant, Hornbuckle, Moreno, Patterson, Prinsky and Gil
Noes: None
Absent: None
Abstain: None

22.08 DIS - Ratification of Appendices for Successor Collective Bargaining Agreement with Coast Federation of Educators/American Federation of Teachers Local 1911 for the term of July 1, 2018 through June 30, 2020

On a motion by Trustee Hornbuckle, seconded by Trustee Grant, the Board voted to ratify the Appendices for the Successor Collective Bargaining Agreement ("CBA") between the District and CFE/AFT Local 1911.

Motion carried with the following vote:

Ayes: Trustees Grant, Hornbuckle, Moreno, Patterson, Prinsky and Gil
Noes: None
Absent: None
Abstain: None

22.09 DIS- Approval of Acting Educational Administrator Employment Agreement (Jeffrey Courchaine, OCC)

On a motion by Trustee Patterson, seconded by Trustee Moreno, the Board voted to approve the employment agreement with Jeffrey Courchaine as Acting Dean at Orange Coast College at a salary of \$635.75 per duty day worked.

On December 12, 2018, the Board approved the appointment of Jeffrey Courchaine to the position of Acting Dean at Orange Coast College commencing on January 23, 2019 and ending on May 31, 2019. The Board approved the Employment Agreement with Jeffrey Courchaine setting forth the terms of his employment. Compensation to be

\$153,216.00 annually, which was based on the appropriate Range and Step placement on the DG Salary Schedule. The Board President, or designee, was authorized to sign the Agreement and any related documents, indicating approval by the Board of Trustees.

Motion carried with the following vote:

Ayes:	Trustees Grant, Hornbuckle, Moreno, Patterson, Prinsky and Gil
Noes:	None
Absent:	None
Abstain:	None

22.10 DIS – Approval of Hourly Employee Salary Schedule Change

On a motion by Trustee Hornbuckle, seconded by Student Trustee Gil, the Board voted to adopt the salary schedule effective December 10, 2018.

The HH Salary Schedule for Hourly/Temporary employees was updated effective December 10, 2018 to comply with the California minimum wage requirements. The effective date for the HH Schedule update was the first day of the payroll cycle for hourly staff subject to the new minimum wage requirements. Grade 02-3 (\$11.03) and Grade 03-1 (\$11.58) were eliminated effective December 10, 2018.

Motion carried with the following vote:

Ayes:	Trustees Grant, Hornbuckle, Moreno, Patterson, Prinsky and Gil
Noes:	None
Absent:	None
Abstain:	None

23.00 Resolutions

23.01 DIS – Resolution #19-01 Authorizing Payment to Trustee Absent from Board Meeting

On a motion by Trustee Moreno, seconded by Trustee Patterson, the Board voted to approve Resolution #19-01 authorizing payment to Student Trustee Gil who was absent from the Regular Meeting of December 12, 2018.

Motion carried with the following vote:

Ayes:	Trustees Grant, Hornbuckle, Moreno, Patterson, Prinsky and Gil
Noes:	None
Absent:	None
Abstain:	None

24.00 Approval of Minutes

24.01 DIS - Minutes

On a motion by Trustee Patterson, seconded by Trustee Moreno, the Board voted to approve the minutes of the Regular Meeting of December 12, 2018.

Motion carried with the following vote:

Ayes:	Trustees Grant, Hornbuckle, Moreno, Patterson, Prinsky and Gil
Noes:	None
Absent:	None
Abstain:	None

25.00 Informational Reports II

25.01 Report from the Chancellor

The Chancellor provided a report.

25.02 Reports from the Presidents

The following College Presidents provided reports to the Board:

Dr. Lori Adrian, Coastline Community College
Kevin Ballinger, Orange Coast College
Tim McGrath, Golden West College

25.03 Reports from Academic Senate Presidents

Loren Sachs, Orange Coast College, provided a report to the Board.

25.04 Report from the Classified Senate President

Kasie Hipp Mirhashemi, Coastline Community College, provided a report to the Board.

25.05 Reports from Presidents of Employee Representative Groups

The following Presidents of Employee Representative Groups provided reports to the Board:

Curtis Williams, Coast Community College Association – California Teachers Association/National Education Association (CCCA-CTA/NEA)
Dana Emerson, Coast District Management Association (CDMA)

25.06 Reports from the Board of Trustees

The Trustees provided individual reports.

26.00 Close of Meeting

26.01 Public Comment

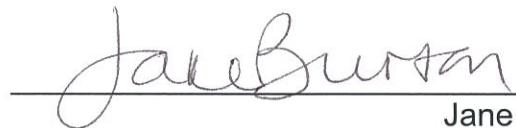
Carlos Bahena addressed the Board.

26.02 Adjournment

On a motion by Trustee Moreno, seconded by Trustee Hornbuckle, the Board voted to adjourn the meeting in memory of Raymond Menard and Dale Lieberfarb at 6:59 p.m.

Motion carried with the following vote:

Ayes:	Trustees Grant, Hornbuckle, Moreno, Patterson, Prinsky and Gil
Noes:	None
Absent:	None
Abstain:	None


Jane Burton
Secretary of the Board

**The Student Trustee of the Coast Community College District is provided with an advisory vote to the Board of Trustees, per Board Policy 2015. As such, the Student Trustee's votes recorded within these minutes are advisory only in nature and are not counted in the final outcome of each action taken by the Board. Additionally, per Board Policy 2015, the Student Trustee does not participate in Closed Session meetings of the Board, therefore, votes reported from Closed Session will not include a reference to the Student Trustee.*

APPENDIX

	Pages
Public Employment.....	20-24

CLOSED Session 1/16/19 Approved
Public Report of Personnel Actions Taken by the Board of Trustees in Closed Session

1. Approval of Appointment of Full Time Faculty

In accordance with Board policies and procedures, the following academic staff are recommended by the Vice Chancellor of Human Resources for appointment for service. Employment and payment for services will follow upon notification that all required documents have been completed and filed. Salary placement may be revised upon presentation of evidence of additional education and/or experience:

<u>Name</u>	<u>LOC</u>	<u>Title</u>	<u>Start Date</u>	<u>Seniority #</u>	<u>Vacancy #</u>
DeShano, Tina	OCC	Instructor, Hospitality, Travel & Tourism	01/28/19	1208.01	23-O-19

2. Ratification of Appointment of Substitutes, Academic Staff

Part Time Faculty Substitutes

It is recommended by the Vice Chancellor of Human Resources that the following individuals be appointed as substitutes, pursuant to *Education Code* Section 87482.5 and subject to Board policies governing such appointments, to be paid \$44.36/hr based on the part-time faculty daily miscellaneous teaching rate for services rendered during the 2018-19 academic year.

Coastline College

Truong, James

Discipline

ESL

Orange Coast College

Majors, Daniel

Morgan, Kaitlin

Neibel, Katherine

Pollard, John

Discipline

Religious Studies

Biology

Biology

Music

3. Ratification of Appointment of Part Time Faculty

It is recommended by the Vice Chancellor of Human Resources that the following appointments be ratified for:

SPRING

Appointments during the period of 01/28/19-05/25/19

GWC

Cipriano, Anthony

*Ed Code Section 87405 (c)

Yingst, John

*BP 7310

Discipline

Anatomy/Physiology

American Sign Language

OCC

Tatarakis, David

Discipline

Biology

The following **GWC Part-time Police Academy** Instructors to be paid hourly rates based on the Administration of Justice "C" salary schedule. Assignments are for the period 07/01/18 to 06/30/19, not to exceed 498 hours:

Belthius, Darrell

4. Approval of Appointment of Educational Administrators

In accordance with Board policies and procedures, the following academic administrative staff are recommended by the Vice Chancellor of Human Resources for appointment for service during the period shown below. Employment and payment for services will follow upon notification that all required documents have been completed and filed. The following educational administrators are recommended for appointment for service during the period shown below, subject to subsequent Board approval of the respective employment agreements.

<u>Name</u>	<u>LOC</u>	<u>Position</u>	<u>Contract Dates</u>	<u>Vacancy#</u>
Bui, Don	CCC	Project Director, Concurrent and Dual Enrollment-BSSOAP	01/17/19-06/30/20	CM-005-19

5. Approval of Appointment of Retired CalPERS Annuitants

In accordance with Board policies and procedures, the following retired annuitants are recommended by the Vice Chancellor of Human Resources for appointment to positions, subject to subsequent approval of employment agreements. Retired annuitants may perform work of limited duration to work on a special project, to eliminate a backlog, and/or to perform work that is in excess of what regular staff can do. This work has a beginning and end date, up to a maximum of 960 hours per fiscal year.

<u>Name</u>	<u>LOC</u>	<u>Position</u>	<u>Start Date</u>	<u>End Date</u>
Neal, Judith	DIST	Interim Director of Risk Services	01/22/19	06/30/19

6. Approval of Appointment of Classified Management

In accordance with Board policies and procedures, the following Classified Management are recommended by the Vice Chancellor of Human Resources for appointment to advertised positions; these include promotions, new hires, and rehires:

<u>Name</u>	<u>LOC</u>	<u>Title</u>	<u>Start Dt</u>	<u>Vacancy #</u>
Beltran, Hilario	OCC	Interim Custodial	01/17/19	OM-015-19
* Ed Code		Supervisor		
Section 87405				
(c)				

7. Approval of Appointment of Classified Staff

In accordance with Board policies and procedures, the following Classified Staff are recommended for appointment to advertised positions:

<u>Name</u>	<u>LOC</u>	<u>Title</u>	<u>Start Dt</u>	<u>Vacancy #</u>
Do, Luu Chau Viet	DIST	Accounting Assistant Senior	01/21/19	D-013-19
Elam, Dustin*	OCC	Maintenance Specialist II	11/26/18	O-006-19
Franklin, Debbie	DIST	Accounting Coordinator	01/21/19	D-012-19
Gagniere, Victoria	GWC	Registered Nurse	02/11/19	G-008-19
Ramirez, Ismael	DIST	Accounting Technician Senior	01/21/19	D-011-19
Rocha, Alyssa	CCC	Division Area Office Coordinator	01/17/19	C-017-19

*Revised start date from 11/07/18 Closed Session

8. Approval of Appointment of Confidential Staff

None

9. Approval of Reclassification and Reorganization/Reassignment, Classified Staff

None

10. Ratification of Temporary Out of Class Assignments, Classified Management

None

11. Ratification of Project-Specific Assignment, Classified Management

None

12. Ratification of Temporary Out of Class Assignments, Classified Staff

None

13. Ratification of Project-Specific Assignment, Classified Staff

It is recommended by the Vice Chancellor of Human Resources that the following changes for Classified Staff working in a Project-Specific Assignment (7.5% differential) be ratified:

<u>Name</u>	<u>LOC</u>	<u>Title</u>	<u>Project-Specific Assignment</u>	<u>Start Dt</u>	<u>End Dt</u>
Romero, Patricia	OCC	Accounting Coordinator	Temporary duties that are not fixed and prescribed to the assigned position that exceed five working days	12/01/18	03/31/19

Extension of End Dates for Out of Class Assignments

<u>Name</u>	<u>LOC</u>	<u>Title</u>	<u>Project-Specific Assignment</u>	<u>Extend From</u>	<u>Extend To</u>
Kleppe, Vicky	CCC	Contract Education Associate Senior	Temporary duties that are not fixed and prescribed to the assigned position that exceed five working days	01/01/19	03/31/19
Pontius, Cody	CCC	Course Assistant	Temporary duties that are not fixed and prescribed to the assigned position that exceed five working days	01/01/19	03/31/19

14. Ratification of Appointment of Short Term Hourly Staff

It is recommended by the Vice Chancellor of Human Resources that the following **short term** hourly personnel appointments in the performance of non-certificated duties which directly support administrative, classified, or student services and special projects, or are fulfilling non-certificated substitute services for classified employees temporarily absent, no assignment to exceed 160 working days pursuant to provisions of AB500 and the Agreement between the Coast Community College District and the Coast Federation of Classified Employees be ratified. **These assignments will vary in hours and days depending on shift availability and assigned duties.** (Please note: Budget numbers 110+ are General Fund; 12+ are Categorical or Grant Funds and 8+ indicates Ancillary Funds.)

Hourly/Temporary/Clerical/Secretarial, to provide clerical support including handling correspondence, maintaining files, answering phones, preparing reports and responding to public inquiries in one or more of the following campus and/or division offices: Instruction, Student Services or Campus Operations for the time frame noted below.

<u>Name</u>	<u>LOC</u>	<u>Department</u>	<u>Start Date</u>	<u>End Date</u>	<u>Funding Source</u>
Cook, Lohanne	CCC	Public Information Office	12/03/18	07/09/19	110001-869001
Herrera, Jerry	OCC	Counseling	12/05/18	07/09/19	110001-249501
Hill, Garret	OCC	Technology	11/06/18	07/09/19	124443-250300
Gold, Nathan	CCC	Student Services	11/30/18	07/09/19	110001-860101
Lee, Tania	GWC	Career Center	12/13/18	06/30/19	124127-353800
Myers, Heidi	CCC	Distance Learning	12/05/18	07/09/19	110001-847401
Pyles, Cora	CCC	Distance Learning	11/26/18	07/09/19	110001-847401
Salazar, Cristian	OCC	Student Success	01/22/19	07/09/19	124402-246000
Vu, Minh	CCC	Tutorial Service, Student Success	01/28/19	07/09/19	110001-804513
Yeo, In-Young	OCC	Student Success	01/22/19	07/09/19	124402-246000

Hourly/Temporary/Service/Maintenance, to perform a variety of semi-skilled maintenance, janitorial and repair work on campus buildings, equipment and facilities in one or more of the following campus and/or division offices: Instruction, Student Services, or Campus Operations for the time frame noted below.

<u>Name</u>	<u>LOC</u>	<u>Department</u>	<u>Start Date</u>	<u>End Date</u>	<u>Funding Source</u>
Davenport, Sarah	OCC	Children's Center	12/10/18	07/09/19	330001-259101
Gomez Molina, Williams	OCC	M&O	12/03/18	07/09/19	110001-285201
Hye, Imani	OCC	Children's Center	12/10/18	07/09/19	330001-259101
Perez, Ruben	OCC	M&O	12/03/18	07/09/19	110001-285201
Shaw, Brandon	OCC	M&O	11/27/18	07/09/19	812001-259102

Ventura, Arturo	OCC	M&O	12/10/18	07/09/19	110001- 285201
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Hourly/Temporary/Technical/Paraprofessional, to provide specialized and/or skilled technical support in such areas as classroom interpretation, computer operations, on-line editing, proctoring or special program research in one or more of the following campus and/or division offices: Instruction, Student Services, or Campus Operations for the time frame noted below.

<u>Name</u>	<u>LOC</u>	<u>Department</u>	<u>Start Date</u>	<u>End Date</u>	<u>Funding Source</u>
Kennedy, Mary	OCC	DSPS	11/21/18	07/09/19	124005- 256205
Tomita, Shoko	OCC	Music	12/07/18	07/09/19	110001- 210501

15. Ratification of Appointment of State Mandated Substitute, Classified Staff

None

16. Ratification of Medical Professional Hourly Personnel

None

17. Ratification of Appointment of Student Workers

It is recommended by the Vice Chancellor of Human Resources that the following hourly employment of either full time students enrolled in 12 or more units per semester, or part time students enrolled in less than 12 units per semester in any college work-study program, or in a work experience education program, with duties performed not to result in the displacement of any classified personnel, or impair existing services be ratified.

Coastline College

Student Assistant, Federal Work Study
Nguyen, Tuan

Golden West College

Student Assistant
Loomis, Amanda

Orange Coast College

Student Assistant
Jaggi, Olivia

Student Assistant, Federal Work Study
Ly, Tina
Tran, Thuan