

# **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, May 15, 2019

A Regular Meeting of the Board of Trustees of the Coast Community College District was held on May 15, 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 and Prinsky

Trustees Absent: Trustee Patterson

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. Award of Honorary Degree under Education Code Section 72122**

**c. Public Employee Discipline/Dismissal/Release**  
(Pursuant to *Government Code* Section 54957)

**d. Conference with Legal Counsel: Anticipated Litigation**

Significant exposure to litigation pursuant to sub-section "d-2" of *Government Code* Section 54956.9. Three cases, including Anthony Bryant and claim of Diana Lorretz.

**e. Conference with Legal Counsel: Anticipated Litigation**

Potential initiation of litigation pursuant to sub-section "d-4" of *Government Code* Section 54956.9. One case.

**f. Conference with Legal Counsel: Existing Litigation**  
(Pursuant to sub-section "d-1" of *Government Code* Section 54956.9)

*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

*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

Workers' Compensation Appeals Board ("WCAB") Cases:

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

*Anthony Bryant vs. Coast CCD*, WCAB Case No. 12007849

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

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

*Ildefonso Flores vs. Coast CCD*, WCAB Case No. 11921849

*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

*Henry Pacheco vs. Coast CCD*, WCAB Case No. 12071215

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

*Evangelina Rosales vs. Coast CCD*, WCAB Case No. 12018020

**g. 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
5. Ratification of Approval of Appointment of Retired CalPERS Annuitants
6. Approval of Appointment of Classified Management
7. Approval of Appointment of Classified Staff  
Instructional Associate  
Student Success and Equity Specialist
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  
A & R Technician, Sr.
13. Ratification of Project-Specific Assignment, Classified Staff  
Accounting Technician
14. Ratification of Appointment of Short Term Hourly Staff
15. Ratification of Appointment of State Mandated Substitute, Classified Staff
16. Ratification of Appointment of Medical Professional Hourly Personnel
17. Ratification of Appointment of Student Workers

**h. 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**

Student Trustee Amber Gil 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 Hornbuckle, seconded by Trustee Moreno, the Board voted to deny the claim of Diana Lorretz.

Motion carried with the following vote:

Ayes: Trustees Grant, Hornbuckle, Moreno and Prinsky

Noes: None

Absent: Trustee Patterson

Abstain: None

For **Item 1.04 g. Public Employment**, on a motion by Trustee Hornbuckle, seconded by Trustee Moreno, the Board voted to approve and ratify the public employment items. (See Appendix pages 20-24)

Motion carried with the following vote:

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

For **Item 1.04 h. Conference with Labor Negotiator**, on a motion by Trustee Grant, seconded by Trustee Moreno, the Board voted to ratify the following two Memoranda of Understanding with Coast Federation of Classified Employees:

- 19-6 Temporary Employee Transition Plan
- 19-8 Qualified Temporary Employees Recruitment Preference

Motion carried with the following vote:

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

For **Item 1.04 h. Conference with Labor Negotiator**, on a motion by Trustee Moreno, seconded by Trustee Hornbuckle, the Board voted to ratify Memorandum of Understanding 19-2 with Coast Community College Association-California Teachers Association/National Education Association regarding Salary Schedule Column Placement Changes.

Motion carried with the following vote:

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

For **Item 1.04 h. Conference with Labor Negotiator**, on a motion by Trustee Hornbuckle, seconded by Trustee Moreno, the Board voted to ratify the following four Memoranda of Understanding with Coast Federation of Educators/American Federation of Teachers:

- 19-7 GWC Student Learning Outcomes (SLO) Coordinator
- 19-9 GWC Automotive Coordinator
- 19-10 GWC Cosmetology Coordinator
- 19-12 GWC Distance Education Faculty Training Coordinator

Motion carried with the following vote:

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

#### **1.08 Public Comment**

Tobin Hecker, ASOCC Vice President of Fiscal Affairs, addressed the Board and requested item 21.05 be moved forward.

Beth Jackson-Pardo addressed the Board.

#### **21.05 OCC - Approval for the Associated Students of Orange Coast College to Increase the College Service Charge**

On a motion by Trustee Hornbuckle, seconded by Trustee Grant, the Board voted to approve increasing the College Service Charge (optional) by \$5 (an increase of \$3 in Spring 2020 and another increase of \$2 in Fall 2020). The College Service Charge would be \$24 in Spring 2020 and \$26 in Fall 2020.

The College Service Charge provided funding for over 25 College programs and services including Associated Students of Orange Coast College (ASOCC), OCC Athletics, the Student Success Center and the Student Life & Leadership Department. The benefits to students who paid the College Service Charge included the OCC Bookstore Buyback Program, Robert B. Moore Theater discounts, free tutoring, access to interest-free emergency loans, the ability to participate in student activities, and free legal advice.

**Fiscal Impact:** No cost to the District. The increase provided an additional \$175,612.46 to the ASOCC Annual Budget for the 2020-2021 fiscal year.

Motion carried with the following vote:

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

#### **1.09 Acceptance of Retirements**

The Board expressed appreciation and congratulations to the following retirees with 10 or more years of service to the District:

Frederick Lockwood, CCC, Business Professor, retirement effective June 1, 2019  
Janice Roi Davis, GWC, Accounting Assistant, retirement effective June 1, 2019

Helen McComb, OCC, History and Humanities Instructor, retirement effective May 26, 2019

Gregory Wight, GWC, Design Instructor, retirement effective June 1, 2019

On a motion by Trustee Hornbuckle, seconded by Trustee Grant, the Board voted to accept the retirements.

Motion carried with the following vote:

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

Noes: None

Absent: Trustee Patterson

Abstain: None

#### **1.10 Acknowledgement of Outgoing Student Trustee Amber Gil**

The Board of Trustees acknowledged outgoing Student Trustee Amber Gil for her service to the students of the Coast Community College District. Amber served on behalf of all Coast Community College students. Her work in 2018-19 included leadership of the District Student Council (DSC) and representation of students at Board of Trustees' meetings.

#### **2.00 Public Hearing**

##### **2.01 DIS - Public Hearing on Initial Negotiation Proposals from Coast Federation of Classified Employees Local 4794 (CFCE) to the Coast Community College District and from the District to CFCE for a Successor Collective Bargaining Agreement, and Adoption of the District's Initial Proposal**

The Public Hearing was an opportunity for members of the public to comment on the negotiation proposals from Coast Federation of Classified Employees Local 4794 (CFCE) to the Coast Community College District and from the District to CFCE for a Successor Collective Bargaining Agreement which were "sunshined" at the May 1, 2019 Meeting of the Board of Trustees.

Board President Prinsky opened the Public Hearing at 5:27 p.m. Dr. Marco Baeza, Vice Chancellor of Human Resources, provided a staff report to the Board. There was no public testimony.

On a motion by Trustee Moreno, seconded by Trustee Hornbuckle, the Board voted to adopt the District's Initial Negotiation Proposal to CFCE for a Successor Collective Bargaining Agreement.

Motion carried with the following vote:

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

The Public Hearing was closed at 5:30 p.m.

### **3.00 Informational Reports**

#### **3.01 DIS - Update on the Implementation of Guided Pathways**

Dr. Andreea Serban, Vice Chancellor of Educational Services and Technology provided a report on the Implementation of Guided Pathways at each college that included the pillars, key initiatives and elements. Updates from the colleges were provided by Shelly Blair, Dean of Innovative Learning at Coastline College; Albert Gasparian, Acting Vice President of Instruction at Golden West College; and Tara Giblin, Dean of Math & Sciences at Orange Coast College.

### **4.00 Matters for Review, Discussion and/or Action**

#### **4.01 Board Meeting Dates**

The Board reviewed upcoming meeting dates.

#### **4.02 Meetings and Conferences of the AACC, ACCT, CCLC and CCCT**

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

#### **4.03 DIS - Board Policies and Administrative Procedures for First Reading**

The following Board Policies and Administrative Procedures were presented for first reading, and would move a future agenda for second reading or approval/ratification:

##### **Chapter 4. Academic Affairs**

BP 4250 Probation, Disqualification, Dismissal, and Reinstatement

AP 4250 Probation, Disqualification, Dismissal, and Reinstatement

##### **Chapter 5. Student Services**

BP 5010 Admissions and Concurrent Enrollment

AP 5010 Admissions and Enrollment of Underage Students

BP 5030 Fees

AP 5030 Fees



## **Chapter 7. Human Resources**

BP 7350 Resignations

AP 7350 Resignations

### **4.04 Board Directives Log**

The Board reviewed the Board Directives Log. At the request of Trustee Hornbuckle, with concurrence by Trustee Prinsky, a follow up report on Guided Pathways would be added to the Board Log for November 2019.

### **5.00 Consent Calendar (Items 6.01 - 19.01)**

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

Motion carried with the following vote:

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

### **20.00 Discussion Calendar**

### **21.00 Ratification/Approval of General Items of Business**

#### **21.01 CCC - Ratification of Non-Standard Agreement with Campus Management Corp.**

On a motion by Trustee Moreno, seconded by Trustee Hornbuckle, the Board voted to ratify the Non-Standard Agreement with Campus Management Corp.

Connect CRM was a web-based prospective/current student Constituent Relationship Management (CRM) tool that was accessed by in-house staff and off-campus military site advisors to automate prospective student communication and monitor prospect to enrolled student conversion. The original Agreement was with Hobsons, Inc. in 2011 and expired in 2015. Hobsons was bought out by Campus Management Corp. (CMC), who contacted Coastline to execute a new Agreement for continued use of the platform.

**Term:** April 1, 2019 - March 31, 2020

**Fiscal Impact:** \$22,000 paid from Contract Education ancillary funds

Motion carried with the following vote:

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

## **21.02 CCC - Approval of Military/Contract Education Tuition Rate Increase**

On a motion by Trustee Moreno, seconded by Trustee Hornbuckle, the Board voted to approve Coastline Community College's Extended Learning increase in military/contract education tuition rates for credit-based distance learning programs serving active duty military, veterans, and qualified military spouses by \$10 to a rate of \$210 per credit hour.

This increase represented a 5% increase and was necessary to cover the division's rising program delivery and administrative costs. The increase was effective for the 2019/2020 academic year and was in accordance with the Department of Defense (DoD) Voluntary Education MOU.

**Fiscal Impact:** No cost to the District

Motion carried with the following vote:

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

## **21.03 OCC - Authorization to Conduct a Short-term Study Abroad Program in Paris, France**

On a motion by Trustee Hornbuckle, seconded by Trustee Grant, the Board voted to authorize a study abroad program in Paris, France, from July 1 through July 31, 2020. Lia Raileanu, OCC professor, would serve as faculty. All logistical arrangements would be handled by program service provider ACCENT.

**Fiscal Impact:** NTE \$13,657. Funded by the College and the course would generate FTE's.

Motion carried with the following vote:

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

#### **21.04 OCC - Ratification of Medical Insurance for International Students**

On a motion by Trustee Hornbuckle, seconded by Trustee Moreno, the Board voted to ratify John C. Breckenridge (JCB) Insurance Solutions, Inc. to arrange for an Affordable Care Act compliant Aetna Insurance plan for OCC, GWC, and CCC international students to purchase directly from JCB at the rate of \$1,428 per year including a \$48 administrative fee, payable by the student.

**Fiscal Impact:** No cost to the District.

Motion carried with the following vote:

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

#### **21.05 OCC - Approval for the Associated Students of Orange Coast College to Increase the College Service Charge**

Item was heard earlier in the meeting.

#### **21.06 DIS - Approval of Instructional Material Fees**

On a motion by Trustee Hornbuckle, seconded by Trustee Moreno, the Board voted to approve 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, Prinsky and Gil
Noes:	None
Absent:	Trustee Patterson
Abstain:	None

#### **21.07 DIS - Approval of EEO Fund Multiple Method Allocation Model Certification Form, 2018-2019**

On a motion by Trustee Hornbuckle, seconded by Student Trustee Gil the Board voted to approve the Multiple Method Allocation Model Certification that had been reviewed and approved by the CCCD EEO Advisory Committee on April 19, 2019.

The Multiple Method Allocation Model Certification illustrated Coast Community College District's compliance with EEO requirements and progress in providing students with the educational benefits of a diverse workforce. California Community College EEO funds would be allocated based upon the requirements of certifying the multiple methods.

**Fiscal Impact:** None

Motion carried with the following vote:

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

**21.08 DIS - Approval of Change Order No. 1; Golden West College Math & Science Building; Bid No. 2090; and Adoption of Resolution #19-19**

On a motion by Trustee Hornbuckle, seconded by Trustee Moreno, the Board voted to approve Change Order No. 1, Golden West College Math & Science Building, Bid No. 2090; adopt Resolution #19-19 as revised, approving and authorizing change order in excess of the 10% for ISEC, Inc. as described therein; and authorize the President of the Board of Trustees or designee to sign any related documents, indicating approval and adoption by the Board of Trustees.

In June 2016, the Board authorized contracts with nineteen prime contractors to construct the Golden West College Math & Science Building. As a whole, the nineteen prime contracts totaled \$56,983,666 for the complete construction of this project.

The change order would reduce unused allowances for contractors nearing completion of their work, while simultaneously increasing contract amounts for those trades impacted by scope changes over the course of the project. While representing no additional cost to the project, execution of Change Order No. 1 resulted in one trade contractor, ISEC, Inc., exceeding the 10% change order threshold for their trade specific contract.

**Fiscal Impact:** \$0.00 (Measure M Bond Funds) GWC Math & Science Building

Motion carried with the following vote:

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

**21.09 DIS - Approval of Employment Agreement Templates**

On a motion by Trustee Moreno, seconded by Trustee Hornbuckle, the Board voted to approve the following Employment Agreement templates as standard agreements, and to delete the current Annuitant Employment Agreement template, approved by the Board at the December 12, 2018, meeting. The CalPERS Annuitant agreements below would supersede the previous versions.

- Standard Short-Term Employee Employment Agreement
- Standard Short-Term Employee Employment Agreement for CalPERS Annuitant
- Standard Substitute Employment Agreement
- Standard Substitute Employment Agreement for CalPERS Annuitant
- Standard Student Assistant Employment Agreement
- Part-Time Faculty Employment Agreement for CalSTRS Annuitant

Motion carried with the following vote:

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

#### **21.10 DIS - Approval of Short-Term, Student Assistant, and Professional Expert Temporary Employee Salary Schedules**

On a motion by Trustee Hornbuckle, seconded by Trustee Moreno, the Board voted to adopt the following Salary Schedules, and to delete Salary Schedules HH, KK, SS, and S1 effective July 1, 2019.

- Short-Term/Temporary Salary Schedule ST to replace Salary Schedule HH
- Student Assistant Salary Schedule SA to replace Salary Schedule KK
- Professional Expert Salary Schedule PE to replace Salary Schedule SS
- Sailing Center Professional Expert Salary Schedule SC to replace Salary Schedule S1

Motion carried with the following vote:

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

#### **21.11 DIS - Approval of Educational Administrator Contract Amendments**

On a motion by Trustee Hornbuckle, seconded by Student Trustee Gil, the Board voted to approve amendments to the employment contracts of certain educational administrators, and in compliance with the Brown Act, Government Code Section 54953(c)(3), Trustee Prinsky made the announcement that it was recommended that the salaries of the listed administrators be increased as indicated in the Agenda Item and in the attached Amendments. The Board President, or designee was authorized to sign the Amendments indicating approval by the Board of Trustees. All other terms and conditions of the agreements remained the same.

Location	Name	Classification	Current Salary Range-Step	Proposed Salary Range-Step*
CCC	Blair, Shelly	Dean	DG-12-3	DG-12-4
CCC	Emerson, Dana	Dean	DG-12-4	DG-12-5
GWC	Arnold, Jon	Chief of Police / Dir. Public Safety	DG-10-9	DG-11-9
GWC	Cheng-Chen, Judy	Associate Dean	DG-10-4	DG-10-5
GWC	Ryan-Rodriguez, Christina	Dean	DG-12-3	DG-12-4
OCC	Daly, Kelly	Associate Dean	DG-10-3	DG-10-5
OCC	Knuppel, Lisa	Dean	DG-12-4	DG-12-5
OCC	McLaughlin, Jane	Dean	DG-12-4	DG-12-5
OCC	Quihuiz, Shannon	Dean	DG-10-3	DG-10-5

Motion carried with the following vote:

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

## **21.12 DIS - Adoption of College-level Goals Aligned with the State Chancellor's Office Vision for Student Success Goals**

On a motion by Trustee Moreno, seconded by Trustee Grant, the Board voted to adopt the local goals aligned with the State Vision for Student Success for Coastline Community College, Golden West College, and Orange Coast College.

In July 2017, the California Community Colleges (CCC) Chancellor's Office released Vision for Success: Strengthening the California Community Colleges to Meet California's Needs. The Vision for Success deliberately included just a handful of concrete student outcome goals in order to establish a clear message about what matters most, and a clear and simple focus for the system as a whole.

Goals of the Vision for Success:

GOAL 1: Completion Systemwide, increase by at least 20 percent the number of CCC students annually who acquire associate degrees, credentials, certificates, or specific job skill sets that prepare them for in-demand jobs by 2021-22.

GOAL 2: Transfer Systemwide, increase by 35 percent the number of CCC students transferring annually to a UC or CSU by 2021-22.

GOAL 3: Unit Accumulation Systemwide, decrease the number of units accumulated by CCC students earning associate degrees, from an average of approximately 87 total units to an average of 79 total units by 2021-22.

GOAL 4: Workforce Systemwide, increase the percent of exiting CTE students who report being employed in their field of study, from the most recent statewide average of 69% to 76% by 2021-22.

GOAL 5: Equity Systemwide, reduce equity gaps across all of the above measures through faster improvements among traditionally underrepresented student groups, with the goal of cutting achievement gaps by 40 percent by 2021-22 and fully closing those achievement gaps for good by 2026-27.

In July 2018, the Governor and the Legislature established a new funding formula for the CCCs [AB 1809, Chapter 33, Statutes of 2018]. That legislation also sought to more strongly link financial planning with broader educational planning. Specifically, it established that districts must take certain actions, including the adoption of college level performance goals that:

- 1) Are aligned with the systemwide goals in the Vision for Success,
- 2) Are measurable numerically, and
- 3) Specify the timeline for improvement.

Additionally, the law specified that local community college boards of trustees must:

- 1) Adopt the goals at a board meeting,
- 2) Include in that meeting's agenda an explanation of how the goals are consistent and aligned with the systemwide goals, and
- 3) Provide the written agenda item and summary of action to the Chancellor's Office.

Finally, the law requires that each local board:

- 1) Align its comprehensive plan to its local goals and
- 2) Align its budget with the comprehensive plan.

Dr. Andreea Serban, Vice Chancellor of Educational Services and Technology, provided a report outlining the local goals developed by each College in the District and describing the alignment with the systemwide goals in the Vision for Student Success.

Motion carried with the following vote:

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

**21.13 DIS - Ratification of Successor Collective Bargaining Agreement with Coast Community College Association - California Teachers Association/National Education Association 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 successor collective bargaining agreement ("CBA") between the District and Coast Community College Association - California Teachers Association/National Education Association ("CCA").

Motion carried with the following vote:

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

## **22.00 Approval of Standard Agreements in Excess of \$90,200**

### **22.01 DIS - Approval of Amendment No. 1 to the Standard Professional Services Agreement with Twining Consulting**

On a motion by Trustee Hornbuckle, seconded by Trustee Moreno, the Board voted to approve Standard Amendment No. 1 to the Standard Professional Services Agreement with Twining Consulting.

In June 2017, Twining Consultants (Twining) submitted a cost proposal for the Golden West College Math and Science Building project and were contracted to provide material testing and on-site specialty inspection services. After receiving Board approval, a purchase order was generated for \$908,047.50. In order to support the construction schedule and to expedite critical activities, Twining inspectors worked overtime and second shift assignments. These efforts were not part of the assumptions used to develop the baseline cost proposal. Additionally, structural steel components were fabricated and assembled on-site, requiring specialty x-ray testing, another factor not considered in the baseline proposal.

**Term:** June 21, 2017 – December 31, 2019

**Fiscal Impact:** \$100,000 paid from Measure M General Obligation Bond Funds.

Motion carried with the following vote:

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



## **23.00 Resolutions**

### **23.01 Resolution #19-20 Authorization to purchase two NMREADY® 13C-1H Spectrometers for the Golden West College Math & Science Project**

On a motion by Trustee Moreno, seconded by Trustee Hornbuckle, the Board voted to adopt Resolution #19-20 authorizing the utilization of cooperative purchasing agreements to purchase two NMREADY 13C-1H Spectrometers for the Math and Sciences Building at Golden West College.

**Fiscal Impact:** \$141,554.92 from General Obligation Measure M Bond Funds.

Motion carried with the following vote:

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

### **23.02 Resolution #19-21 Authorization to Purchase Equipment for the Virtual Desktop Infrastructure (VDI) Migration Project**

Item was pulled by staff.

## **24.00 Approval of Minutes**

### **24.01 DIS - Minutes**

On a motion by Trustee Moreno, seconded by Trustee Hornbuckle, the Board voted to approve the Minutes of the Regular Meeting of May 1, 2019.

Motion carried with the following vote:

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

## **25.00 Close of Meeting**

### **25.01 Public Comment**

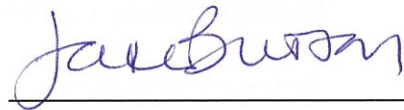
Chancellor Weispfenning made an announcement that the Board had been provided with a Draft Financial Aid Operations Taskforce report produced by the Community College League of California. Trustee Moreno provided additional background on the taskforce's efforts.

## 25.02 Adjournment

On a motion by Trustee Hornbuckle, seconded by Trustee Moreno, the Board voted to adjourn the meeting at 6:06 p.m.

Motion carried with the following vote:

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



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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

## APPENDIX

### 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>Vacancy #</u>
Asbell, Jessica Lee	OCC	Instructor, Astronomy	08/23/19	1-O-20
Ferguson, Melissa	OCC	Instructor, Psychology	08/23/19	13-O-20
Rossiter, Jaime	OCC	Instructor, Geography	08/23/19	11-O-20
Sheley, Jason	GWC	Instructor, Philosophy	08/23/19	12-G-20

#### 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.

<u>OCC</u>	<u>Discipline</u>
Roubos, James	Allied Health
Vieau, Arlene	Chemistry

#### 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:

None

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:

None

#### 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.

None

#### **5. Ratification of Appointment of Retired CalPERS Annuitants**

In accordance with Board policies and procedures, the following retired CalPERS annuitants are recommended by the Vice Chancellor of Human Resources for appointment to positions, subject to subsequent ratification 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 date and an end date, up to a maximum of 960 hours per fiscal year.

<u>Name</u>	<u>LOC</u>	<u>Assignment</u>	<u>Start Dt</u>	<u>End Dt</u>
Hooper, Gary	GWC	Limited Duration Work in Public Safety	04/17/19	07/09/19

#### **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:

None

#### **7. Approval of Appointment of Classified Staff**

In accordance with Board policies and procedures, it is recommended by the Vice Chancellor of Human Resources that 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>
Nguyen, Thu	OCC	Instructional Associate – DSPS	05/28/19	O-037-19
Pepic-Koubati, Amra	OCC	Instructional Associate – DSPS	05/20/19	O-038-19
Oh, Connie*	OCC	Student Success & Equity Specialist	06/03/19	O-030-19

\*Revised start date

#### **8. Approval of Appointment of Confidential Staff**

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

None

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

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

None

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

It is recommended by the Vice Chancellor of Human Resources that the following changes for Classified Management working temporarily Out of Class (minimum of 7.5% differential) be ratified:

None

#### 11. Ratification of Project-Specific Assignment, Classified Management

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

None

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

It is recommended by the Vice Chancellor of Human Resources that the following changes for Classified Staff working temporarily Out of Class (minimum of 7.5% differential) be ratified:

<u>Name</u>	<u>LOC</u>	<u>From</u>	<u>To</u>	<u>Start Dt</u>	<u>End Dt</u>
Sanchez, Jessica	GWC	A&R Technician II	A&R Technician Senior	05/13/19	06/30/19

#### 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>
Phan, Sheena	CCC	Accounting Technician	Temporary duties that are not fixed and prescribed to the assigned position that exceed five working days.	01/01/19	06/30/19

#### 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>
Bell, Glenda	OCC	Community Education	04/17/19	07/09/19	812015-263750
Charlton, Cheryl	OCC	Community Education	04/22/19	07/09/19	812015-263750
Nguyen, Phuong	OCC	Community Education	04/19/19	07/09/19	812015-263750

**Hourly/Temporary/Instructional/Research Assistant**, to provide instructional support services to faculty and instructional divisions by assisting with pre-class preparations, maintaining various school records, scoring tests, tutoring, and coordinating instructional materials or equipment in one or more of the following campus and/or division offices: Instruction, Student Services, or Campus Operations for the time frame noted below.

None

**Hourly/Temporary/Professional (Non Faculty)** to perform skilled technical duties such as athletic training duties, production of student newspaper, maintain online classes, provide real time captioning (in-class text) for deaf students or assist with associated student programs in one or more of the following campus departments and/or division offices: Instruction, Student Services, or Campus Operations for the time frame noted below.

None

**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>
Cruz, Lisette	OCC	Children's Center	04/23/19	07/09/19	330001-259101
Villegas, Richard	GWC	Public Safety	04/16/19	07/09/19	127006-385102

**Hourly/Temporary/Skilled Crafts**, to perform highly specialized, detailed tasks such as transporting, segregating and storing hazardous materials, constructing and rigging stage equipment, or design event lighting for stage productions supporting one or more campus departments and/or divisions: Instruction, Student Services, or Campus Operations for the time frame noted below.

None

**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>
Valdez, Ronald	OCC	Visual & Performing Arts	04/23/19	07/09/19	110001-210501

**Hourly/Temporary Substitutes**, pursuant to Section 7.2(A) of the Agreement between the Coast Community College District and the Coast Federation of Classified Employees, to take the place of a bargaining unit employee who is ill or on leave of absence, or to fill a vacancy during recruitment for the time frame noted below.

None

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

It is recommended by the Vice Chancellor of Human Resources that the following hourly Substitutes, on call, as needed to perform noncertificated substitute services for classified employees temporarily absent from departments which have state mandated coverage requirements, or which perform services directly related to the safety and maintenance of the campuses be ratified.

None

**16. Ratification of Appointment of Medical Professional Hourly Personnel**

It is recommended that the following appointment of Medical Professional Hourly Personnel be ratified.

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.

**OCC**

**Student Assistant**

Olmos, Holly  
Yang, Ji Seul

**Student Assistant, Federal Work Study**

Cavalcanti, Leonardo

**Student Assistant, CalWorks**

Kahoolilihala, Kayla