

REGULAR MEETING/STUDY SESSION MINUTES*

Board of Trustees

Coast Community College District

District Board Room

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

Wednesday, October 23, 2019

A Regular Meeting/Study Session of the Board of Trustees of the Coast Community College District was held on October 23, 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: None
Student Trustee Finkbeiner 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 Discipline/Dismissal/Release

Pursuant to *Government Code* Section 54957

b. Conference with Legal Counsel: Anticipated Litigation

Significant exposure to litigation pursuant to sub-section "d-2" of *Government Code* Section 54956.9. Two cases: Claims by Andrea Stea and Gwendolyn Conway

c. Conference with Legal Counsel: Existing Litigation

Pursuant to sub-section "d-1" of *Government Code* Section 54956.9

Coast CCD et al. vs. Commission on State Mandates, California Court of Appeal
Case No. C080349

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

In Re Coast CCD, Office of Administrative Hearings Case No. 2019060647

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

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

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

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

Jesse Montanez vs. Coast CCD, WCAB Case No. 12320466

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

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

Mercedes Pacheco vs. Coast CCD, WCAB Case No. 12281988

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

Scott Ringwelski vs. Coast CCD, WCAB Case No. 12221708

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

Lim Schramm vs. Coast CCD, WCAB Case No. 11409468

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

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

d. 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
Program Director, Adult Education Program
5. Approval of Appointment of Classified Management
6. Approval of Appointment of Classified Staff
Administrative Assistant to the VP
Administrative Clerk Sr.
Grounds and Landscape Specialist
Public Safety Officer
Registered Nurse

7. Approval of Appointment of Confidential Staff
8. Approval of Reclassification and Reorganization/Reassignment, Classified Staff
9. Ratification of Temporary Out of Class Assignments, Classified Management
10. Ratification of Project-Specific Assignment, Classified Management
11. Ratification of Temporary Out of Class Assignments, Classified Staff
12. Ratification of Project-Specific Assignment, Classified Staff

e. 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 Hornbuckle 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 b. Conference with Legal Counsel: Anticipated Litigation**, on a motion by Trustee Patterson, seconded by Trustee Hornbuckle, the Board voted to deny the claim of Andrea Stea.

Motion carried with the following vote:

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

For **Item 1.04 b. Conference with Legal Counsel: Anticipated Litigation**, on a motion by Trustee Hornbuckle, seconded by Trustee Patterson, the Board voted to deny the claim of Gwendolyn Conway.

Motion carried with the following vote:

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

For **Item 1.04 c. Conference with Legal Counsel: Existing Litigation**, on a motion by Trustee Patterson, seconded by Trustee Moreno, the Board voted to approve the settlement agreement with Dr. Emma Adams in the amount of \$145,000.

Motion carried with the following vote:

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

For **Item 1.04 c. Conference with Legal Counsel: Existing Litigation, In Re Coast CCD, Office of Administrative Hearings Case No. 2019060647**, on a motion by Trustee Patterson, seconded by Trustee Hornbuckle, the Board voted to approve the settlement agreement with CalPERS in the amount of \$7,854.05.

Motion carried with the following vote:

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

For **Item 1.04 d. Public Employment**, on a motion by Trustee Moreno, seconded by Trustee Hornbuckle, the Board voted to approve and ratify the personnel items as amended. (See Appendix pages 22-24)

Motion carried with the following vote:

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

For **Item 1.04 e. Conference with Labor Negotiator**, on a motion by Trustee Hornbuckle, seconded by Trustee Patterson, the Board voted to ratify Memorandum of Understanding #19-15 with CFCE, 2019-20 Ground Rules and Guiding Principles.

Motion carried with the following vote:

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

For **Item 1.04 e. Conference with Labor Negotiator**, on a motion by Trustee Hornbuckle, seconded by Trustee Moreno, the Board voted to ratify two Memoranda of Understanding with CFE, #19-21 Nursing Assistant Director Agreement, and #19-24 Open Educational Resources Coordinator Position.

Motion carried with the following vote:

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

1.08 Public Comment

There were no requests to address the Board.

1.09 Acceptance of Retirement

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

Garland Moore, Financial Aid Assistant, Golden West College, retirement effective October 11, 2019

On a motion by Trustee Moreno, seconded by Trustee Hornbuckle, the Board voted to accept the retirement.

Motion carried with the following vote:

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

2.00 Study Session - Review of Chancellor's Goals

2.01 DIS - Semi Annual Report on Chancellor's Goals for the District 2019-2020

Chancellor Weispfenning provided a status update on his goals for the District for 2019-20:

- Goal 1 - Grow Enrollments
- Goal 2 - Focus on Student Success and Equity
- Goal 3 - Maintain Fiscal Integrity
- Goal 4 - Leverage Educational Technology
- Goal 5 - Strengthen Employee, Student and Community Relations

Chancellor Weisfpenning's goals were discussed and the Chancellor responded to Trustees' questions.

3.00 Informational Reports, Matters for Review, Discussion and/or Action

3.01 Faculty/Student/Program Highlight - Coastline College

Yesenia Gonzalez, Lead Academic Success Coach, and Sarah Tran, Academic Success Coach, highlighted Coastline's Academic Success Coach Program.

3.02 DIS - Resolution #19-43, a Resolution of the Board of Trustees of the Coast Community College District Authorizing the Issuance of Coast Community College District (Orange County, California) Election of 2012 General Obligation Bonds, Series 2019F and Actions Related thereto

On November 6, 2012, the voters of the District approved Measure M, which authorized the issuance of up to \$698,000,000 of general obligation bonds to construct, modernize and equip District facilities. The District had previously sold five series of Bonds under Measure M.

At the August 21, 2019 meeting of the Board of Trustees, staff provided an informational report (item 3.01) addressing the final bond issuance (2019 Series F Bonds) and a refunding opportunity (2019 Refunding) on a prior issuance under the Measure M General Obligation (GO) Bond Program. The Board was presented with three options with respect to the 2019 Series F Bonds including 1) Capital Appreciation Bonds (CAB's) rather than Current Interest Bonds (CIB's) 2) Relaxing the \$17.97/\$100,000 tax rate, and 3) aggregating the tax rate from both Measure C and M. Staff recommended Option #1, which would allow the District a timely last issuance, while maintaining the \$17.97 tax rate pledge to the community.

At the October 2, 2019, meeting of the Board of Trustees, and consistent with the provisions enacted by California Assembly Bill 182 ("AB 182"), the Resolution and materials included in this agenda item (2019 Series F Bonds) were first publicly noticed as an information item. At the October 23, 2019 meeting, being the Board's next consecutive meeting, the Resolution and materials pertaining to the 2019 Series F Bonds was being publicly noticed as an action item for consideration by the Board. This Resolution authorized the issuance of the 2019 Series F Bonds in a principal amount not-to-exceed \$168,000,000, as a combination of current interest bonds and bonds that allow for the compounding of interest, including capital appreciation bonds.

As required by AB 182, appended to the Resolution as Exhibit B was the following information provided by PFM Financial Advisors, LLC, the municipal advisor to the

District: (i) approximations of the financing term of the 2019 Series F Bonds; (ii) time of maturity of the 2019 Series F Bonds; (iii) the repayment ratio of the 2019 Series F Bonds; (iv) estimated change in assessed value of taxable property within the District over the term of the 2019 Series F Bonds; (v) an analysis containing the total overall cost of the capital appreciation bonds expected to be issued; (vi) a comparison between the overall cost of the capital appreciation bonds expected to be issued and the overall cost of current interest bonds; (vii) and the reason that capital appreciation bonds are being recommended.

The Form of Purchase Contract, Form of Preliminary Official Statement and Form of the Continuing Disclosure Certificate were on file in the Board Office and were made available for public viewing.

Fiscal Impact: There was no fiscal impact to the General Fund resulting from the issuance of the 2019 Series F Bonds or the 2019 Refunding Bonds.

On a motion by Trustee Patterson, seconded by Trustee Hornbuckle, the Board voted to adopt Resolution #19-43 authorizing the issuance of Coast Community College District (Orange County, California) election of 2012 General Obligation Bonds, Series 2019F and actions related thereto.

Motion carried with the following vote:

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

3.03 DIS - Resolution #19-44, a Resolution of the Board of Trustees of the Coast Community College District Authorizing the Issuance of the Coast Community College District (Orange County, California) 2019 General Obligation Refunding Bonds and Actions Related Thereto

On November 6, 2012, the voters of the District approved Measure M, which authorized the issuance of up to \$698,000,000 of general obligation bonds to construct, modernize and equip District facilities. The District had previously sold five series of Bonds under Measure M.

At the August 21, 2019 meeting of the Board of Trustees, staff provided an informational report (item 3.01) addressing the final bond issuance (2019 Series F) and a refunding opportunity (2019 Refunding) on a prior issuance under the Measure M General Obligation (GO) Bond Program. The Board was presented with three options with respect to the Series F issuance including 1) Capital Appreciation Bonds (CAB's) rather than Current Interest Bonds (CIB's), 2) Relaxing the \$17.97/\$100,000 tax rate, and 3) aggregating the tax rate from both Measure C and M. Staff recommended Option #1, which would allow the District a timely last issuance, while maintaining the \$17.97 tax rate pledge to the community.

At the October 2, 2019, meeting of the Board of Trustees, an informational presentation addressing both the 2019 Series F bonds and the 2019 Refunding bonds was presented to the Board.

This Resolution authorized the issuance of the Refunding Bonds, in one or more series of federally taxable bonds. The Resolution authorized the issuance of the Refunding Bonds, specifies the basic terms, parameters and forms of the Refunding Bonds, and approved the forms of the Purchase Contract, Continuing Disclosure Certificate, Escrow Agreement and Preliminary Official Statement. In particular, Section 1 of the Resolution established the maximum aggregate principal amount of the Refunding Bonds to be issued (\$177,000,000). Section 4 of the Resolution stated the maximum underwriting discount (0.40%) with respect to the Refunding Bonds and authorized the Refunding Bonds to be sold at a negotiated sale to RBC Capital Markets, LLC, Piper Jaffray & Co and Citigroup Global Markets LLC (together the “underwriters”). The Resolution authorized the issuance of current interest bonds only; capital appreciation bonds are not authorized.

The Form of Purchase Contract, Form of Preliminary Official Statement, form of Escrow Agreement and Form of the Continuing Disclosure Certificate were on file in the Board Office and available for public viewing.

Fiscal Impact: There was no fiscal impact to the General Fund resulting from the issuance of the 2019 Series F or the 2019 Refunding Bonds.

On a motion by Trustee Patterson, seconded by Trustee Moreno, the Board voted to adopt Resolution #19-44 authorizing the issuance of the Coast Community College District (Orange County, California) 2019 General Obligation Refunding Bonds and actions related thereto.

Motion carried with the following vote:

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

3.04 DIS - Annual Report on 50% Law Compliance

Vice Chancellor Dunn provided information on the 50% law compliance for the 2018-19 fiscal year, and Trustees discussed the information provided.

3.05 DIS - Full-time Faculty – Related Information and Recommendation for Fall 2020 Hiring

Vice Chancellor Serban provided information on full-time faculty, including a recommendation for Fall 2020 that the District would hire full-time faculty to replace vacancies due to retirements or resignations, and that the District would prioritize diversity in the hiring process for full-time faculty.

3.06 DIS - Informational Report on IEPI Visit

With the release of the Budget Proposal in January 2018, Governor Brown unveiled what would ultimately become the Student Centered Funding Formula (SCFF). The stated goal was to put in place a more equitable and student centered funding formula than what existed under the largely enrollment based SB 361 formula.

Following the adoption of the SCFF in the 2018-19 FY State Budget, the District made application to the California Community Colleges Institutional Effectiveness Partnership Initiative (IEPI) seeking technical assistance and fiscal resources through a review and analysis by a Partnership Resource Team (PRT) across three key areas including:

- Local impact under the Student Centered Funding Formulas (SCFF)
- An examination of our Local Budget Allocation Model and the SCFF
- An examination of best local budget practices

As is the case with virtually all multi-college districts, Coast had its own internal budget allocation model. This model was revised several years ago and allowed the District to arrive at a local model that largely paralleled the California Community College System SB 361 Budget Allocation Model. The current model was in place for five years and even absent any other change, a cyclical review would have been in order.

The PRT was anticipated to visit the District two to three times in order to understand the issues thoroughly, help the institution develop an improvement plan (called the Innovation and Effectiveness Plan) and provide follow-up support as needed. The first visit of the PRT was a day-long event occurring on October 3, 2019. This was an opportunity for the PRT to meet and confer with a variety of constituent groups across all sites. A survey instrument was circulated to participants in an effort to capture their experience. The next visit was scheduled for December 3, 2019. The Chancellor noted that after this visit, a report of findings would be provided to the Board.

Fiscal Impact: A grant of \$180,000 was sought to underwrite continued work and analysis and deferring future cost with respect to the three subject areas identified above.

3.07 DIS - Board Policies and Administrative Procedures for First Reading

On a motion by Trustee Patterson, seconded by Trustee Hornbuckle, the Board voted to forward the following policies and procedures for second reading. It was requested that a clean copy of AP 6700 be provided for easier reading due to extensive revisions.

Chapter 3. General Institution

BP 3600 Auxiliary Organizations

AP 3600 Auxiliary Organizations

Chapter 6. Business and Fiscal Affairs

BP 6400 Audits

AP 6400 Audits

BP 6700 Use of District Facilities

AP 6700 Use of District Facilities

Chapter 7. Human Resources

BP 7110 Delegation of Authority Human Resources

AP 7110 Delegation of Authority Human Resources

Motion carried with the following vote:

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

Noes: None

Absent: None

Abstain: None

3.08 DIS - Opportunity for the Board of Trustees to Review and Take Preliminary Action on Board Policy 2715 Code of Ethics for Members of the Board of Trustees

On a motion by Trustee Hornbuckle, seconded by Trustee Moreno, the Board voted to reaffirm Board Policy 2715 Code of Ethics.

Motion carried with the following vote:

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

Noes: None

Absent: None

Abstain: None

3.09 Board Meeting Dates

The Board reviewed meeting dates for the remainder of 2019, and 2020.

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

The Board reviewed upcoming conferences.

3.11 Board Directives Log

The Board reviewed the Directives Log.

4.00 Consent Calendar (Items 4.01 - 18.01)

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

Motion carried with the following vote:

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

19.00 Discussion Calendar

20.00 Approval of Standard Agreements in Excess of \$92,600

20.01 OCC - Standard Independent Contractor Agreement with Lopez Works, Inc.

On a motion by Trustee Hornbuckle, seconded by Student Trustee Finkbeiner, the Board voted to approve the Standard Independent Contractor Agreement with Lopez Works, Inc. to provide sweeping and clean-up services for OCC's Swap Meet.

Term: July 1, 2019 – June 30, 2020

Fiscal Impact: \$141,900 to be paid from Enterprise funds.

Motion carried with the following vote:

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

21.00 Approval of Non-Standard Agreements in Excess of \$92,600

21.01 CCC - Approval of Amendment to Non-Standard Agreement with Civitas Learning, Inc.

On a motion by Trustee Hornbuckle, seconded by Student Trustee Finkbeiner, the Board voted to approve the amendment to the Non-Standard Agreement with Civitas Learning, Inc.

At the July 16, 2014 Board of Trustees meeting, the Board approved the Master Services Agreement with Civitas Learning, Inc. for Coastline Community College. The agreement was for the period July 1, 2014 to June 30, 2017. This amendment to schedule was to extend the services provided by Civitas Learning, Inc. for Coastline Community College for the period July 1, 2019 to July 1, 2020.

The Civitas services, applications, and support provided the College with innovative tools that use predictive analytics to help identify students who are at risk of failing in courses and programs. These platforms allowed the College to deliver personalized recommendations directly to students, faculty, advisors and administrators through easy-to-use, online applications to enable better-informed decisions and improved student success.

Term: July 1, 2019 – 1, 2020

Fiscal Impact: \$126,603 to be paid from general funds.

Motion carried with the following vote:

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

21.02 DIS - Non-Standard Funding Agreement with the City of Costa Mesa

On a motion by Trustee Hornbuckle, seconded by Trustee Patterson, the Board voted to approve a Non-Standing Funding Agreement with the City of Costa Mesa.

The City of Costa Mesa intended to construct, at the intersection of Pinecreek Drive and Adams Avenue, a vehicular lane, pedestrian walkway, pedestrian crossing, and bus stop for the purposes of improved vehicular and pedestrian safety, access, and circulation. In addition to the above-referenced improvements, the City would design the installation of street lighting along the south side of Adams Avenue and a proposed Class II bicycle pathway along Adams Avenue. These improvements would be funded separately at a later time. Clarification was provided by Vice Chancellor Dunn that this would be a tri-agency collaboration with Coast Colleges, the City of Costa Mesa and the Orange County Transit Authority.

Term: October 24, 2019 – June 30, 2021

Fiscal Impact: \$250,000 to be paid using measure M Endowment Funds

Motion carried with the following vote:

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

22.00 Revenue Generating Agreements/Contracts Over \$92,600

22.01 DIS - Funded Programs

On a motion by Trustee Hornbuckle, seconded by Trustee Patterson, the Board voted to approve participation in the following funded program, and to approve the associated agreement. A copy of the agreement was available in the Educational Services and the Technology Office.

Orange Coast College received a sub-award agreement from The Regents of the University of California for the grant titled "Promoting Cross-Enrollment to Bridge the 2-to-4 Year Gap for Underrepresented Students." With support from the Improving Undergraduate STEM Education: Hispanic-Serving Institutions, this project aimed to diversify the pool of STEM graduates by increasing transfer rates of underrepresented students from community colleges to four-year higher education institutions.

Fiscal Impact: Orange Coast College would receive \$282,025 from September 1, 2019 to August 1, 2024. No matching funds required.

Motion carried with the following vote:

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

23.00 Ratification/Approval of General Items of Business

23.01 OCC - Authorization to Conduct a Short-term Study Abroad Program in Baja California, Mexico

On a motion by Trustee Moreno, seconded by Trustee Patterson, the Board voted to authorize a study abroad program in Baja California, Mexico, from March 23 – 28, 2020. Robert Ellis, OCC professor, to serve as faculty. All logistical arrangements would be handled by program service provider Andiamo Travel.

Fiscal Impact: NTE \$3,786. The cost to be funded by the college and the course to generate FTES.

Motion carried with the following vote:

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

23.02 OCC - Approval of Sole Source Procurement of EcoVision Environmental CityPod Composter

On a motion by Trustee Moreno, seconded by Trustee Patterson, the Board voted to authorize the equipment purchase from EcoVision Environmental, noting that the pricing was fair and reasonable and the purchase was in the best interests of the District. The President of the Board of Trustees, or designee, was authorized to sign any related documents.

The EcoVision Environmental CityPod Composter can compost all food waste with an integrated odor control system and specific composting and curing process unique to the product. This would be installed as part of the new OCC College Center and Student

Union Building. EcoVision Environmental was the sole manufacturer and distributor of the CityPod Composter.

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 CityPod Composter as a sole source product, manufactured, sold, and distributed exclusively by EcoVision Environmental it was determined to be necessary and in the best interest of the District to purchase the equipment from EcoVision Environmental.

Fiscal Impact: \$98,180.50 paid from Regional Strong Workforce Biotechnology funds.

Motion carried with the following vote:

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

23.03 DIS - Approval of Professional Expert Employment Agreement Amendment Templates

On a motion by Trustee Hornbuckle, seconded by Student Trustee Finkbeiner, the Board voted to approve the following Professional Expert Employment Agreement Amendment templates as standard agreements. The agreements below superseded any previous versions:

- Amendment to Standard Professional Expert Employment Agreement
- Amendment to Standard Professional Expert Employment Agreement for CalPERS Annuitant

Motion carried with the following vote:

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

23.04 DIS - Approval of Employment Agreement, Sandra Buenrostro (OCC)

On a motion by Trustee Moreno, seconded by Trustee Patterson, the Board voted to approve the employment agreement with Sandra Buenrostro as Acting Director, Disabled Students Programs & Services at Orange Coast College at a salary of \$218.34 per duty day worked. The Board President, or designee, was authorized to sign the Agreement and any related documents, indicating approval by the Board of Trustees.

On August 7, 2019, the Board approved the appointment of Sandra Buenrostro to the position of Acting Director at Orange Coast College commencing on August 12, 2019 and ending on November 22, 2019.

Motion carried with the following vote:

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

23.05 DIS - Authorization to File Notice of Completion and Release Retention Funds

On a motion by Trustee Hornbuckle, seconded by Trustee Moreno, 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.

Orange Coast College Old Recycling Center Demolition, Bid No. 2145

Contractor: Abajian Enterprise

Motion carried with the following vote:

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

23.06 DIS - Approval of Non-Exclusive Negotiating Agreement with Deca Companies, LLC

On a motion by Trustee Hornbuckle, seconded by Trustee Patterson, the Board voted to approves the Non-Exclusive Negotiation Agreement with Deca Companies, LLC.

The Non-Exclusive Negotiation Agreement with Deca Companies, LLC would allow for the exploration of potential development and an associated ground lease at Golden West College. The District could enter into other such agreements with other interested parties.

Goal/Purpose: Explore potential "joint occupancy" ground lease development at Golden West College

Fiscal Impact: None

Motion carried with the following vote:

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

23.07 DIS - Standard Tenure Track Faculty Contracts

On a motion by Trustee Hornbuckle, seconded by Trustee Prinsky, the Board voted to approve the contracts for Tenure Track Faculty for the 2019-20 Academic Year. The Board President or designee was authorized to sign the Contracts indicating approval by the Board of Trustees.

Name	College	# of Work Days per year	Start Date	End Date	Placement	Title	Department
Archibald, Melissa	OCC	175	8/23/2019	5/23/2020	A-II-5	Instructor, History	History
Asbell, Jessica	OCC	175	8/23/2019	5/23/2020	A-II-4	Instructor, Astronomy	Astronomy
Barone, Kristin	GWC	175	8/23/2019	5/23/2020	A-II-7	Instructor, Kinesiology and Head Coach- Women's Soccer	Kinesiology
Bitong, Leslie	GWC	175	8/23/2019	5/23/2020	A-IV-2	Instructor, Dance	Dance
Brito Nunez, Francisco	OCC	175	8/23/2019	5/23/2020	AA-V-1*	Instructor, English	English
Brooks, Dawn	GWC	175	8/23/2019	5/23/2020	A-V-7*	Instructor, Music	Music
Brown, Diane	OCC	175	8/23/2019	5/23/2020	A-V-7	Instructor, Public Health/Health Science	Health
Budwig, Eric	OCC	175	8/23/2019	5/23/2020	A-V-7	Instructor, Welding	Welding
Cole, Douglas	OCC	175	8/23/2019	5/23/2020	A-V-6	Instructor, Computer Science	Computer Science
Doucette, Samantha	OCC	175	8/23/2019	5/23/2020	A-II-2	Instructor, Kinesiology- Head Women's Basketball Coach	Kinesiology
Farahat, Elaf	CCC	175	8/23/2019	5/23/2020	A-V-7*	Instructor, Health Sciences, Food and Nutrition	Health
Ferguson, Melissa	OCC	175	8/23/2019	5/23/2020	A-V-7*	Instructor, Psychology	Psychology
Gonzalez, Joel	OCC	175	7/1/2019	6/30/2019	A-III-2	Instructor, Kinesiology- Head Football Coach	Kinesiology

Grace, Verna	OCC	175	8/23/2019	5/23/2020	A-II-7	Instructor, Food & Nutrition	Nutritional Science/Dietetics
Gratz, Erin	OCC	175	8/23/2019	5/23/2020	A-V-7*	Librarian	Library Science
Haghighat, Hannah	OCC	175	8/23/2019	5/23/2020	A-II-2	Instructor, Communication Studies	Communication Studies
Jang, Justin	OCC	175	8/23/2019	5/23/2020	A-V-3*	Instructor, Computer Science	Computer Science
Lew, Chih	OCC	175	8/23/2019	5/23/2020	A-V-7*	Instructor, Biology (Non-Major)	Biological Sciences
Marchioni, Rachel	CCC	187	9/5/2019	6/30/2019	Q-III-7	Counselor	Counseling
Miles, Michael	GWC	195	7/1/2019	6/30/2019	Q-V-14	Counselor	Counseling
Moreno, Heather	OCC	175	8/23/2019	5/23/2020	A-II-11	Instructor, Dental Assisting	Dental Technology
Nguyen, Yvette	OCC	195	7/1/2019	6/30/2019	Q-III-5	Counselor	Counseling
Nguyen, Christina	CCC	175	8/23/2019	5/23/2020	A-II-7	Instructor, Communication Studies	Communication Studies
Newman, Matthew	OCC	175	8/23/2019	5/23/2020	A-I-7	Instructor, Film Production & Immersive Media	Broadcast Technology
Perrine, Nicole	CCC	187	9/5/2019	6/30/2019	Q-V-7*	Counselor	Counseling
Park, Annette	GWC	175	8/23/2019	5/23/2020	A-II-7	Instructor, Mathematics	Mathematics
Riddle, Jacob	OCC	175	8/23/2019	5/23/2020	A-I-7	Instructor, HVAC	Air Conditioning, Refrigeration, Heating
Rossiter, Jaime	OCC	175	8/23/2019	5/23/2020	A-IV-4	Instructor, Geography	Geography
Ruiz, Dan	GWC	195	7/1/2019	6/30/2019	Q-IV-7	Counselor	Counseling
Ruppert, Kelly	CCC	175	8/23/2019	5/23/2020	A-V-8	Instructor, Geology	Geology
Sheley, Jason	GWC	175	8/23/2019	5/23/2020	A-V-7*	Instructor, Philosophy	Philosophy
Smith, Justin	GWC	175	8/23/2019	5/23/2020	A-III-7	Instructor, History	History
Tahir, Mujib	GWC	175	8/23/2019	5/23/2020	A-II-5	Instructor, English	English
Taylor, Shawn	GWC	175	8/23/2019	5/23/2020	A-II-3	Instructor, Mathematics	Mathematics
Vidal, Jared	OCC	195	7/1/2019	6/30/2020	Q-III-4	Counselor	Counseling

* Indicates Doctoral Stipend included

Motion carried with the following vote:

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

23.08 DIS - Ratification of the Revised Job Descriptions for Educational Administrator, Classified Management, Classified Staff, and Confidential Employee Positions

On a motion by Trustee Hornbuckle, seconded by Student Trustee Finkbeiner, the Board voted to ratify updated job descriptions for the educational administrator, classified management, classified staff, and confidential employee positions effective October 24, 2019. Copies of the job descriptions were available for review in the Board Office. Additional job descriptions would be presented to the Board for ratification at the Board Meeting on November 5, 2019.

Motion carried with the following vote:

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

24.00 Resolutions

24.01 Resolution #19-42 Adopting Board of Trustees' Meeting Schedule 2020

On a motion by Trustee Moreno, seconded by Student Trustee Finkbeiner, the Board voted to adopt Resolution #19-42, the Board of Trustees' Meeting Schedule for 2020.

Motion carried with the following vote:

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

25.00 Approval of Minutes

25.01 DIS - Minutes

On a motion by Trustee Moreno, seconded by Trustee Hornbuckle, the Board voted to approve the minutes of the September 26, 2019 Special Meeting and the October 2, 2019 Regular Meeting.

Motion carried with the following vote:

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

26.00 Close of Meeting

26.01 Public Comment

There were no requests to address the Board during Public Comment.

Trustee Moreno requested that an item be added to the agenda that had come to his attention after the posting of the agenda and needed immediate action. This was regarding the Governor's direction to the State Attorney to begin an investigation of the rising price of gasoline in the state, as this cost was impacting students.

On a motion by Trustee Patterson, seconded by Student Trustee Finkbeiner, the Board voted to add this item to the agenda.

Motion carried with the following vote:

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

On a motion by Trustee Moreno, seconded by Trustee Hornbuckle, the Board voted to send a letter supporting the State Governor's investigation as to the rise of gasoline costs per gallon. Additionally, the Board directed the Chancellor prepare a letter to the State Chancellor and other community colleges in the system to also respond in support of the Governor's investigation of the high price of gasoline in this state.

Motion carried with the following vote:

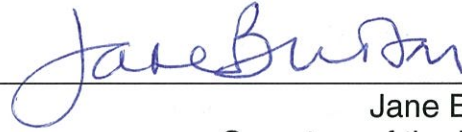
Ayes:	Trustees Grant, Hornbuckle, Moreno, Patterson, Prinsky and Finkbeiner
Noes:	None
Absent:	None
Abstain:	None

26.02 Adjournment

On a motion by Trustee Moreno, seconded by Trustee Hornbuckle, the Board voted to adjourn the meeting at 6:23 pm. in memory of Elijah Cummings.

Motion carried with the following vote:

Ayes:	Trustees Grant, Hornbuckle, Moreno, Patterson, Prinsky and Finkbeiner
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.....	22-24

CLOSED Session – 10/23/19

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:

None

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 \$46.256/hr based on the part-time faculty daily miscellaneous teaching rate for services rendered during the 2019-20 academic year.

GWC

Vu, Emily Phuong-Thy

Discipline

Speech Communications

OCC

Blasius, Mary

Fletcher, Jonathan

Larson, Jacqueline

Discipline

Biology

Photography

Food Service Management

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:

FALL 2019

Appointments for the period 08/23/19-12/14/19

GWC

Akosia, Ngozi

Bershad, Bridget

Bon, Denise

Duncan, Benjamin

Luster, Michelle

Moss, Yvette

Moye, Pete

Nguyen, Kathleen

Panto, Danielle

Sesay, Sahid

Youn, Yumi

Discipline

Counseling

Counseling

Counseling

ESL

ESL

Counseling

Athletics

Counseling

English

Athletics

Cosmetology

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 07/01/19 to 06/30/20, 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.

<u>Name</u>	<u>LOC</u>	<u>Position</u>	<u>Contract Dates</u>	<u>Vacancy #</u>
Ju-Ong, Linda	GWC	Program Director, Adult Education Program	11/01/19-06/30/20	GM-002-20

5. 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

6. 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>
* Albarran-Nava, Pablo	OCC	Grounds and Landscape Specialist	09/23/19	O-019-19
Goetz, Richard	OCC	Administrative Assistant to the VP	10/28/19	O-021-20
Kuroda, Kay	GWC	Public Safety Officer	11/01/19	G-010-20
Lazaro, Janet	OCC	Administrative Clerk Senior	10/28/19	O-016-20
Nine, Tiffanie	GWC	Registered Nurse	11/12/19	G-019-20

*Correction to last name

7. 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

8. 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

9. 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

10. 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

11. 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:

None

12. 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:

None