

# **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, November 6, 2019**

A Regular Meeting of the Board of Trustees of the Coast Community College District was held on November 6, 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 Finkbeiner joined the meeting at 5:04 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: 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  
*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:

*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  
*Evangeline 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

**c. 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. Approval of Appointment of Classified Management  
Interim, Sr. Director IT Infrastructure and Systems
6. Approval of Appointment of Classified Staff  
Administrative Secretary  
Admissions and Records Technician II SSSP  
Admissions and Records Technician II Strong Workforce Program
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  
Executive Assistant

12. Ratification of Project-Specific Assignment, Classified Staff  
Construction Support Coordinator  
Facilities Logistics Assistant  
Program Coordinator STEM

**d. 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 5:04 p.m.

**1.06 Pledge of Allegiance**

Board President Prinsky 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 c. Public Employment**, on a motion by Trustee Grant, seconded by Trustee Hornbuckle, the Board voted to approve and ratify the public employment items. (See Appendix pages 17-20)

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. Conference with Labor Negotiator**, on a motion by Trustee Hornbuckle, seconded by Trustee Patterson, the Board voted to ratify Memorandum of Understanding 19-23 with Coast Federation of Educators/American Federation of Teachers regarding Evaluation Forms - Student Survey of Counseling Session Form.

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. Conference with Labor Negotiator**, on a motion by Trustee Patterson, seconded by Trustee Hornbuckle, the Board voted to ratify revised Memorandum of Understanding 19-9 with Coast Federation of Classified Employees regarding Article 20. Employee and Dependent Benefits Coverage and revised Memorandum of Understanding 19-11 with Coast Federation of Educators/American Federation of Teachers regarding Article XX. Employee and Dependent Benefits Coverage.

Motion carried with the following vote:

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

## **1.08 Public Comment**

Quintin Powell addressed the Board.

## **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:

Sandra Swaid, Administrative Secretary, OCC, retirement effective January 1, 2020  
Kathy Strube, Graphic Designer, CCC, retirement effective December 30, 2019  
Debra Phoenix Wampole, Instructor, OCC, retirement effective October 1, 2019

On a motion by Trustee Patterson, seconded by Trustee Moreno, the Board voted to accept the retirements.

Motion carried with the following vote:

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

## **2.00 Informational Reports, Matters for Review, Discussion and/or Action**

### **2.01 Reports from the Presidents of Student Government Organizations**

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

Alex Ta, Coastline College  
J. Toby Venegas, Golden West College  
Raymond Tu, Orange Coast College

### **2.02 DIS - Appointment to Measure M Citizens' Oversight Committee to Fill Vacant Positions**

On a motion by Trustee Hornbuckle, seconded by Trustee Prinsky, the Board voted to appoint the following two candidates to serve on the Measure M Citizens' Oversight Committee. Terms would become effective November 15, 2019.

Matt Nguyen (At-Large)  
Jonathan Bao Huynh (Business)

The Measure M Citizens' Oversight Committee had two seats available. One Member At-Large seat and one Business Organization seat. Both seats became available on June 5, 2019 when committee members seated in the respectively mentioned positions reached the end of their two consecutive, two-year terms.

To seek replacements, consistent with the committee by-laws, the District advertised in the Orange County Register seeking community members interested in serving on the committee. The opportunity was advertised on June 24 and July 1, 2019 with letters of interest due to the Chancellor's Office no later than July 15, 2019. The Chancellor's Office received no responses for either seat.

Dr. Lorraine Prinsky submitted the name and resume of a potential candidate in July, and at the September 20, 2019 Measure M Committee meeting, Vice Chancellor Andy Dunn reached out to committee members for recommendations to fill the open positions. Additionally, former Measure M 2018/19 Chairperson Derrick Nguyen was contacted for recommendations.

The candidates for consideration were as follows:

Ira Tobin (At-Large)  
Robert Dettloff (At-Large)  
Dan Kalmick (At-Large)  
Matt Nguyen (At-Large)  
Jonathan Bao Huynh (Business)

Motion carried with the following vote:

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

## **2.03 DIS - Annual Report on Unfunded Retiree Liability**

Dr. Andy Dunn, Vice Chancellor of Finance & Administrative Services, and representatives from Total Compensation Systems, Inc., the District's actuarial firm, presented the Preliminary Unfunded Retiree Liability Report. They responded to questions from Trustees and General Counsel. Vice Chancellor Dunn would follow-up with Chancellor Weispfenning regarding an audit of the benefit program.

## **2.04 DIS - Board Self Evaluation**

On a motion by Trustee Hornbuckle, seconded by Student Trustee Finkbeiner, the Board voted to return the development of future goals to the November 20, 2019 meeting for further discussion.

Pursuant to Board Policy 2745, the Board conducted a self-evaluation and requested District personnel to participate in the evaluation process. The Board reviewed the results of the 2019 self-evaluation.

Topics of discussion included a review of the subsets of survey respondents, representation ratios of various constituent groups and Trustee communications efforts.

Motion carried with the following vote:

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

## **2.05 Board Meeting Dates**

The Board reviewed upcoming meeting dates.

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

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

## **2.07 Board Directives Log**

The Board reviewed the Board Directives Log.

## **3.00 Consent Calendar (Items 4.01 - 17.01)**

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

## **18.00 Discussion Calendar**

## **19.00 Approval of Standard Agreements in Excess of \$92,600**

### **19.01 OCC - Standard Independent Contractor Agreement with Brainfuse, Inc.**

On a motion by Trustee Hornbuckle, seconded by Trustee Grant, the Board voted to approve the Standard Independent Contractor Agreement with Brainfuse, Inc.

Brainfuse provided on-demand online tutoring services to OCC students at \$24 per hour, not to exceed 12,500 hours. Services were assessed through individual Canvas course shells for instructors electing to offer them.

**Term:** November 7, 2019 – June 30, 2022

**Fiscal Impact:** NTE \$300,000 (\$100,000 per year) paid from SEA Categorical fund.

Motion carried with the following vote:

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

## **20.00 Approval of Non-Standard Agreements in Excess of \$92,600**

### **20.01 DIS - Non-Standard Amendment with Marsh Risk and Insurance Services**

On a motion by Trustee Moreno, seconded by Student Trustee Finkbeiner, the Board voted to approve the Non-Standard Amendment with Marsh Risk and Insurance Services.

Marsh assisted the District Risk Services department in its commitment to secure cost-effective insurance premium quotes, and evaluated and recommended optimum coverages for specialty insurance and Directors and Officers coverage for the District's Foundations.

**Term:** Amendment #1 to the original Client Services Agreement (board approved November 4, 2016) extended the term from November 7, 2019, to September 30, 2022.

**Fiscal Impact:** Annual fee of \$44,800, subject to a 3% cost of living increase on the anniversary of each contract year, for a total cost of \$140,472 paid from District funds.

Motion carried with the following vote:

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

### **20.02 DIS - Non-Standard Agreement with Crowe LLP**

On a motion by Trustee Hornbuckle, seconded by Trustee Patterson, the Board voted to approve the Non-Standard Agreement with Crowe LLP for tax preparation and external audit services.

The Board's Audit and Budget Committee established a Request for Proposals (RFP 2143) process where six proposals for Tax Preparation and External Audit Services were received. A District-wide group composed of individuals from Audit and Finance departments interviewed and scored each firm. The top three candidate firms were forwarded to the Audit and Budget Committee, and the committee voted on August 22, 2019 to recommend Crowe LLP for the Board of Trustees consideration.

**Term:** November 7, 2019 - May 15, 2021

**Fiscal Impact:** Total cost \$135,500 paid by General Funds.

- Preparation and review of tax returns for Coast Community College District, Coast District Foundation, Coastline College Foundation, Golden West College Foundation, Orange Coast College Foundation, and Enterprise Corporation (\$22,000)



- Audit and report on financial statements for Coast Community College District, Coast District Foundation, Coastline College Foundation, Golden West College Foundation, Orange Coast College Foundation, and Enterprise Corporation (\$106,000)
- Audit and report on financial statements of Measure M General Obligation Bonds (\$7,500)

Motion carried with the following vote:

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

## **21.00 Revenue Generating Agreements/Contracts Over \$92,600**

### **21.01 DIS - Funded Programs**

On a motion by Trustee Moreno, seconded by Trustee Patterson, the Board voted to approve participation in the following funded programs and the associated amendments:

**Orange Coast College** received Amendment 1 for the California State Preschool Programs (CSPP-9340) contract from the California Department of Education – Early Education Support Division for Orange Coast College, Harry and Grace Steele Children's Center. The amendment included an increase to the standard reimbursement rate and provided an additional \$7,883 to the original grant.

**Fiscal Impact :** Orange Coast College received \$185,765 from July 1, 2019 to June 30, 2020.

**Prior Board Date:** July 17, 2019

**Orange Coast College** received Amendment 1 for the General Child Care & Development Programs (CCTR-9157) contract from the California Department of Education – Early Education Support Division for Orange Coast College, Harry and Grace Steele Children's Center. The amendment included an increase to standard reimbursement rate and provided an additional \$64,372 to the original grant.

**Fiscal Impact:** Orange Coast College received \$383,098 from July 1, 2019 to June 30, 2020.

**Prior Board Date:** July 17, 2019

**Golden West College** received an Amendment to the Participation Agreement under the Strong Workforce Program Regional Funding 2017-18. The Amendment released \$30,000 from the Work Based Learning pilot project to the project lead.

**Fiscal Impact:** Golden West College's allocation was reduced from \$316,025 to \$286,025 for the Strong Workforce Program Regional Funding 2017-18.

Motion carried with the following vote:

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

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

### **22.01 GWC - Ratification of Non-Standard Master Service Agreement with Hobsons, Inc.**

On a motion by Trustee Hornbuckle, seconded by Trustee Moreno, the Board voted to ratify the Non-Standard Master Service Agreement with Hobsons, Inc.

The Master Service Agreement with Hobsons, Inc. was for the Naviance product, which allowed high school students to view online profiles of colleges while they sought admission and served as a communication tool during the application process.

**Term:** October 25, 2019 - October 24, 2020

**Fiscal Impact:** NTE \$14,601 paid from the Golden Promise fund.

Motion carried with the following vote:

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

### **22.02 OCC - Ratification of Non-Standard Master Service Agreement with Hobsons, Inc.**

On a motion by Trustee Moreno, seconded by Trustee Hornbuckle, the Board voted to ratify the Non-Standard Master Service Agreement with Hobsons, Inc.

The Master Service Agreement with Hobsons, Inc. was for the Naviance product, which allowed high school students to view online profiles of colleges while they sought admission to those colleges. Orange Coast College's Marketing Department worked with Hobsons to develop profiles for students shopping for colleges in CA, HI, and AZ.

**Term:** October 5, 2019 - September 29, 2020

**Fiscal Impact:** NTE \$14,601 paid from General and Pirates Promise funds.

Motion carried with the following vote:

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

#### **22.03 OCC - Approval of Sole Source Procurement of GE's Logiq E10 Console**

On a motion by Trustee Moreno, seconded by Trustee Hornbuckle, the Board voted to authorize the purchase of Logiq E10 Console from GE Healthcare, having determined the pricing to be fair and reasonable and in the best interest of the District to purchase the equipment from GE Healthcare. The President of the Board of Trustees, or designee, was authorized to sign any related documents.

GE Healthcare's Logiq E10 Console was an advanced ultrasound imaging system. This equipment would add to and enhance diagnostic capability and efficient workflow with other existing GE equipment in the Diagnostic Medical Sonography Program and Cardiovascular labs. GE Healthcare was the sole manufacturer and distributor of the Logiq E10 Console.

**Fiscal Impact:** \$177,592.47 paid from Perkins Fund.

Motion carried with the following vote:

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

#### **22.04 DIS - Ratification of Revised Job Descriptions for Educational Administrator, Classified Management, Classified Staff, and Confidential Employee Positions**

On a motion by Trustee Moreno, seconded by Trustee Patterson, the Board voted to ratify the updated job descriptions for the educational administrator, classified management, classified staff, and confidential employee positions effective November 7, 2019.

The District Office of Human Resources and the Coast Federation of Classified Employees consulted and mutually agreed to select McKnight Associates to revise the job descriptions associated with the comprehensive classification and compensation study started by JB Rewards that was implemented beginning with the 2016-2017 fiscal year. The first set of job descriptions was presented to the Board for ratification at the October 23, 2019 Board meeting. Additional job descriptions would be presented to the Board for ratification at the Board Meeting on November 20, 2019.

Motion carried with the following vote:

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

**22.05 DIS - Approval of Educational Administrator Employment Agreement (Linda Ju-Ong, GWC)**

On a motion by Trustee Patterson, seconded by Trustee Hornbuckle, the Board voted to approve the employment agreement with Linda Ju-Ong as Program Director, Adult Education Program, at Golden West College according to the salary schedule DG, Range 7, Step 5, \$113,740.

On October 23, 2019, the Board approved the appointment of Linda Ju-Ong to the position of Program Director, Adult Education Program at Golden West College commencing on November 1, 2019 and ending on June 30, 2020.

Motion carried with the following vote:

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

**22.06 DIS - Approval of Change Order No. 1 for Golden West College Math & Science Project Audio/Visual Technology, Bid No. 2090**

On a motion by Trustee Moreno, seconded by Trustee Hornbuckle, the Board voted to approve Change Order No. 1 for Golden West College Math & Science Building - Bid No. 2090 and that the Board President or designee, be authorized to sign any related documents, indicating approval by the Board of Trustees.

On May 1, 2019, the Board awarded the audio/visual technology contract, in the amount of \$900,713.53 to Digital Networks Group for projectors, classroom instructor stations, Extron AV switching equipment, classroom computers, document cameras and the required install labor to have functioning classrooms, labs, and faculty/staff offices in the new Math & Science facility at Golden West College.

During construction of the project, projector locations were changed to accommodate Mechanical, Electrical and Plumbing utilities collocated in the ceiling. As a result of the new locations, a special short throw projector lens was required to attain the proper focus and size of the projected image.

**Fiscal Impact:** \$11,328.25 (Measure M Bond Funds)  
Change Order #1 Amount: \$11,328.25  
Original Contract: \$900,713.53  
New Contract Amount: \$912,041.78 (1.26% increase)

Motion carried with the following vote:

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

## **23.00 Policy Approval/Procedure Ratification**

### **23.01 DIS - Board Policies for Approval and Administrative Procedures for Ratification**

On a motion by Trustee Hornbuckle, seconded by Trustee Moreno, the Board voted to approve/ratify the following Board Policies and Administrative Procedures:

BP 3600 Auxiliary Organizations  
AP 3600 Auxiliary Organizations  
BP 6400 Audits  
AP 6400 Audits  
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

On a motion by Trustee Hornbuckle, seconded by Trustee Grant, the Board voted to return BP 7110 and AP 7110 to the November 20, 2019 meeting for a final reading.

Motion carried with the following vote:

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

## **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 October 23, 2019.

Motion carried with the following vote:

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

## **25.00 Informational Reports**

### **25.01 Report from the Chancellor**

The Chancellor provided a report to the Board.

### **25.02 Reports from the Presidents**

The following College Presidents provided reports to the Board:

Dr. Lori Adrian, Coastline College  
Dr. Angelica Suarez, Orange Coast College  
Tim McGrath, Golden West College

### **25.03 Reports from Academic Senate Presidents**

The following Academic Senate Presidents provided reports to the Board:

Deborah Henry, Coastline Community College  
Martie Ramm Engle, Golden West College  
Loren Sachs, Orange Coast College

### **25.04 Report from the Classified Senate President**

Andrea Rangno, Orange Coast College, provided a report to the Board.

### **25.05 Reports from Presidents of Employee Representative Groups**

There were no reports.

## **25.06 Reports from the Board of Trustees**

The Trustees provided individual reports.

## **26.00 Close of Meeting**

### **26.01 Public Comment**

There were no requests to address the Board.

### **26.02 Adjournment**

On a motion by Trustee Grant, seconded by Trustee Hornbuckle, the Board voted to adjourn the meeting at 6:44 p.m.

Motion carried with the following vote:

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

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## **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:

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**

Breen, Suzanne  
Tran, Thi Yen

##### **Discipline**

Sign Language  
Nursing

##### **OCC**

Cohen, Stephen  
Faulkner, Jill  
Hamber, Franca  
Meng, Dorri  
Moniz, Pamela  
Pandori, Lauren  
Pipion, Christiaan  
Pollard, John  
Ream, Amanda  
Seddighzadeh, Noushin  
Williams-Champion, Kisha

##### **Discipline**

Food Service Management  
Biology  
Italian  
Communications  
Biology  
Biology  
Communications  
Music  
Communications  
Math  
Human Development

#### **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

<u><b>GWC</b></u>	<u><b>Discipline</b></u>
Panto, Danielle	English
Regli, Shannan	Chemistry
Roberson, Russell	Chemistry
Villeda, Karina	Counseling
Zwarka, Kelsey	Art

<u><b>OCC</b></u>	<u><b>Discipline</b></u>
Figueroa, LuzAnna	Architecture
Gresh, Rebecca	Sociology
Pittaway, Holly	Anthropology
Voysey, Jesselyn	Coaching

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:

Schmidt, Timothy

#### **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. 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><b>Name</b></u>	<u><b>LOC</b></u>	<u><b>Title</b></u>	<u><b>Start Dt</b></u>	<u><b>Vacancy #</b></u>
Thompson, David	DIST	Interim, Senior Director IT Infrastructure & Systems	11/07/19	DM-001-20

#### **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>
Milius, Patrick	GWC	Admissions & Records Technician II – Strong Workforce Program	11/12/19	G-022-20
Sanchez, Veronica	OCC	Administrative Secretary (President's Office)	11/12/19	O-019-20
Than, Sandy	GWC	Admissions & Records Technician II – SSSP	11/07/19	G-021-20

## **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:

## Extension of End Dates for Out of Class Assignments

<u>Name</u>	<u>LOC</u>	<u>From</u>	<u>To</u>	<u>Extend From</u>	<u>Extend To</u>
Retes, Diana	GWC	Administrative Secretary	Executive Assistant	10/01/19	12/31/19

## **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:

<u>Name</u>	<u>LOC</u>	<u>Title</u>	<u>Project-Specific Assignment</u>	<u>Start Dt</u>	<u>End Dt</u>
Barger, Angelina	OCC	Program Coordinator STEM	Temporary duties that are not fixed and prescribed to the assigned position that exceed five working days.	11/01/19	01/31/20
Dunckel, Laurie	DIST	Facilities Logistics Assistant	Temporary duties that are not fixed and prescribed to the assigned position that exceed five working days.	10/01/19	12/31/19
McNevin, Brett	DIST	Construction Support Coordinator	Temporary duties that are not fixed and prescribed to the assigned position that exceed five working days.	10/01/19	12/31/19