

# **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, December 11, 2019**

A Regular Meeting of the Board of Trustees of the Coast Community College District was held on December 11, 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 5:00 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: 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

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

*My Lihn Tran vs. Golden West College*, Office for Civil Rights Case No. 09-19-2397

*Stephen O'Connor vs. Coast CCD*, EEOC Charge #480-2020-00802

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

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

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

*Ildfonso 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

**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
  - President
  - Vice Chancellor
  - Vice Chancellor
5. Approval of Appointment of Classified Management
6. Approval of Appointment of Classified Staff
  - Accounting Coordinator
  - Child Care Center Assistant
  - District Contract Specialist
  - Outreach Specialist – 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  
Manager, Community Boating Programs
- 10. Ratification of Project-Specific Assignment, Classified Management
- 11. Ratification of Temporary Out of Class Assignments, Classified Staff  
Accounting Technician, Sr.
- 12. Ratification of Project-Specific Assignment, Classified Staff  
Administrative Assistant II  
Administrative Secretary

**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 5:00 p.m.

**1.06 Pledge of Allegiance**

Trustee Jim Moreno led the Pledge of Allegiance.

**1.07 Report of Action in Closed Session**

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

For **Item 1.04 b. Conference with Legal Counsel: Existing Litigation**, on a motion by Trustee Hornbuckle, seconded by Trustee Prinsky, the Board voted to respond to the complaint of discrimination of Stephen O'Connor.

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. 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 20-22)

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 Grant, the Board voted to ratify Memorandum of Understanding 19-3 with Coast Federation of Educators/American Federation of Teachers regarding Anti-Nepotism Policy and Procedure.

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 Retirements**

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

Cathleen Werblin, Instructor, OCC, retirement effective May 26, 2020

Karen Hinton, Counselor, GWC, retirement effective June 30, 2020

On a motion by Trustee Moreno, seconded by Student Trustee Finkbeiner, 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

**1.10 Presentation of CCFC 2019 Professional Design Award of Excellence for the Orange Coast College Planetarium**

Dr. Andy Dunn, Vice Chancellor of Finance and Administrative Services, presented the Board of Trustees with the CCFC 2019 Professional Design Award of Excellence for the Orange Coast College Planetarium. The award was received November 12 from the Community College Facility Coalition.

**2.00 Public Hearing**

**2.01 Public Hearing Regarding Award of Power Purchase Agreement for Installation, Operation, and Maintenance of a 2.8MW Solar Photovoltaic and 2MW Battery Storage System at Orange Coast College; Adoption of Resolution Approving Power Purchase and Storage Services Agreement with Solar Star Coastal Pirates, LLC, and Demand Assurance Guarantee Agreement with SunPower Corporation, Systems**

**A. Opening of Public Hearing**

President Prinsky opened the Public Hearing at 5:06 p.m.

**B. Staff Report**

In September 2019, the District sought proposals for the design, installation, and operation of a solar photovoltaic installation under a Power Purchase Agreement (PPA). After reviewing proposals and conducting interviews, the committee recommended SunPower Corporation for the project. In addition to integrating with the existing system, SunPower's proposal provided the most efficient system components which would yield the greatest power production over the life of the system. For purposes of financing, SunPower Corporation established an independent limited liability corporation, Solar Star Coastal Pirates, LLC, which would serve as the underwriter and owner of the system.

Under the PPA, the District would not incur any up-front costs for the installation of the system and agreed to purchase the power that was produced by the system at a fixed rate for 25 years. The PPA provided the opportunity to purchase the system in the future at which time OCC could reduce its annual utility expenses by more than \$450,000 per year.

C. Public Testimony

There was no public testimony.

D. Board of Trustees' Comments

Dr. Richard Pagel, Vice President of Administrative Services at Orange Coast College, and representatives from SunPower Corporation addressed questions from Trustees relative to the system size, battery storage and campus utility costs.

E. Adoption of Resolution 19-49

On a motion by Trustee Grant, seconded by Trustee Hornbuckle, the Board voted to find that the anticipated cost to the District for electrical energy provided by the Project under the PPA was less than the anticipated marginal cost to the District of electrical energy that would be consumed by the District in the absence of such project; and to adopt Resolution 19-49 authorizing the District to enter into the Power Purchase and Storage Services Agreement with Solar Star Coastal Pirates, LLC, and the Demand Assurance Guarantee Agreement with SunPower Corporation, Systems.

Motion carried with the following vote:

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

E. Closing of Public Hearing

President Prinsky closed the Public Hearing at 5:15 p.m.

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

**3.01 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

### **3.02 DIS - Banner Transformation Project Update**

Executive Director of Information Services Fred Rocha, Director of IT Applications & Development Rupa Saran and representatives from Ellucian provided an update on project phases, approach and timeline of the Banner Transformation Project.

### **3.03 DIS - Review of Quarterly Financial Status Report**

Dr. Andy Dunn, Vice Chancellor of Finance and Administrative Services, presented the First Quarter Financial Status Report ending September 30, 2019. The Report contained the CCFS-311Q State Chancellor's Report, a General Fund Status Report and Fund Balance Report for all funds. He addressed data in the report effected by processing and timing issues resulting from the Banner transition.

### **3.04 DIS - Internal Audit Quarterly Report**

Rachel Snell, Director of Internal Audit, presented a quarterly report of projects completed, projects in progress and other services provided.

### **3.05 DIS - Board Policy and Administrative Procedure for First Reading**

The following Board Policy and Administrative Procedure were brought to the Board for first reading, and would be returned for further review and action:

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

BP 5200 Student Health Services

AP 5200 Student Health Services

### **3.06 Board Meeting Dates**

The Board reviewed upcoming meeting dates.

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

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

### **3.08 Board Directives Log**

The Board reviewed the Board Directives Log.

On a motion by Student Trustee Finkbeiner, seconded by Trustee Prinsky, the Board voted to add a report on Student Health Services to the Board Directives Log in the spring.

Motion carried with the following vote:

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

#### **4.00 Consent Calendar (Items 5.01 - 19.01)**

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

#### **20.00 Discussion Calendar**

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

##### **21.01 DIS - Amendment No. 1 to the Standard Professional Services Agreement with Willdan Geotechnical, a Division of Willdan Engineering**

On a motion by Trustee Moreno, seconded by Trustee Hornbuckle, the Board voted to approve Standard Amendment No. 1 to the Standard Professional Services Agreement with Willdan Geotechnical, a Division of Willdan Engineering.

Additional funds were requested to cover services required to complete the OCC Orange Coast College Kinesiology/Athletics/Adaptive PE/Aquatics Project. The request was the result of shop welding taking longer than anticipated and extended out of state welding inspections as required for bleacher fabrication.

**Term:** December 12, 2018 - June 30, 2020. There were no changes to the original contract terms.

**Fiscal Impact:** \$50,285. Original Contract Amount was \$220,969 bringing the new contract total to \$271,254. Paid from General Obligation Measure M Bond Funds designated for the Orange Coast College Kinesiology/Athletics/Adaptive PE/Aquatics Project.



Motion carried with the following vote:

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

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

### **22.01 DIS - Non-Standard Amended and Restated Software License Agreement with Evisions**

On a motion by Trustee Hornbuckle, seconded by Student Trustee Finkbeiner, the Board voted to approve the Amended and Restated Software License Agreement with Evisions.

The District worked with Evisions as a provider of software licenses for Argos, FormFusion and IntelCheck Accounts Payable. The benefits of the software included Argos reporting tools, FormFusion document enhancement and distribution solutions that provided control over the design and delivery while automating processes and eliminating paper stock, and IntelCheck Accounts Payable digital payment processing that integrated with Banner.

**Term:** 5 Year Agreement

**Fiscal Impact:** \$188,439 (Year 1: \$27,634; Year 2: \$33,021; Year 3: \$37,608; Year 4: \$42,595; and Year 5: \$47,581) paid by General Funds.

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 of Sole Source Procurement of Cadwell Laboratories' Easy III PSG 54 Channel System**

On a motion by Trustee Hornbuckle, seconded by Student Trustee Finkbeiner, the Board voted to (i) find that Cadwell Laboratories was the sole source provider for Easy III PSG 54 Channel System; (ii) find that the pricing was fair and reasonable; (iii) find that the purchase was in the District's best interest; (iv) authorize the purchase of the Easy III PSG 54 Channel System; (v) and authorize the Board President or designee to sign any related documents.

The purchase of Cadwell Laboratories' Easy III PSG 54 Channel System would serve OCC's Neurodiagnostic Technology (NDT) Program and the Polysomnographic Technology (PSG) Program. The upgraded computer system included DC amplifiers, specialized cameras, and photic stimulators that were capable of performing routine EEG (electroencephalogram) studies, as well as full polysomnographic studies. As one of only two accredited programs in NDT and PSG in California, it was imperative that the equipment used in the didactic and laboratory setting reflected current industry standards, and that all students enrolled in both programs had the required knowledge and skill set to operate the specialized equipment. Cadwell Laboratories was the sole manufacturer and distributor of the Easy III PSG 54 Channel System.

**Fiscal Impact:** \$162,177.34 funded from 2018-2019 Strong Workforce Local fund.

Motion carried with the following vote:

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

#### **23.02 DIS - Approval of Interim Educational Administrator Employment Agreement (Albert Gasparian, GWC)**

On a motion by Trustee Moreno, seconded by Trustee Hornbuckle, the Board voted to approve the employment agreement with Albert Gasparian as Interim Vice President of Instruction at Golden West College according to the salary schedule DG, Range 14, Step 8, \$206,808.

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 Educational Administrator Employment Agreements and Executive Educational Administrator Employment Agreements**

On a motion by Trustee Hornbuckle, seconded by Trustee Grant, the Board voted to approve the following Educational Administrator Employment Agreements, Executive Educational Administrator Employment Agreements, titles and salaries which included longevity, where applicable.

<b><u>Name</u></b>	<b><u>Title</u></b>	<b><u>Salary</u></b>
Cecilia Alvarado	Director, EOPS	\$126,250.00
Kevin Ballinger	Vice President	\$215,478.00
Shelly Blair	Dean	\$169,472.00
Chad Bowman	Director, Disabled Student Services	\$136,621.00
Robyn Brammer	Dean	\$183,394.00
Don Bui	Project Director, Concurrent & Dual Enrollment	\$117,152.00
Rozanne Capoccia-White	Dean	\$171,472.00
Judy Cheng-Chen	Associate Dean, Director Student Health Center	\$150,793.00
Kelly Daly	Associate Dean, Director Student Health Center	\$150,793.00
Renee De Long	Dean	\$183,394.00
Vanessa Dominguez	Director, Disabled Student Services	\$119,004.00
Albert Gasparian	Dean	\$186,894.00
Tara Giblin	Dean	\$183,394.00
Sara Head	Project Director, Adult Education Block Grant	\$120,667.00
Ricky Hicks	Coordinator, Criminal Justice Training Center	\$100,938.00
Nathan Jensen	Associate Dean, Global Engagement	\$154,546.00
Daniel Johnson	Acting Athletic Director	\$140,697.00
Nancy Jones	Dean	\$186,094.00
Jason Kehler	Athletic Director	\$142,137.00
Merry Kim	Associate Dean	\$137,997.00
Mai Le	Director, EOPS	\$122,504.00
Claudia Lee	Vice President	\$211,978.00
Ronald Lowenberg	Dean	\$185,394.00
Michael Mandelkern	Dean	\$186,094.00
Tommy Neal	Dean	\$174,557.00
Christine Nguyen	Vice President	\$215,478.00
Shannon Quihiuz	Associate Dean	\$150,793.00
Vincent Rodriguez	Vice President	\$214,678.00
Natalie Schonfeld	Dean	\$164,536.00

Michael Scott	Project Director, Adult Education Block Grant	\$126,775.00
Michael Sutliff	Dean	\$183,394.00
Stephen Tamanaha	Dean	\$185,394.00
John Taylor	Dean	\$174,557.00
Matthew Valerius	Project Director, Guided Pathways & Dual Enrollment	\$120,667.00
Derek Vergara	Dean	\$183,394.00
Christopher Whiteside	Executive Dean	\$197,203.00
Aeron Zentner	Dean	\$183,394.00
Loretta Adrian	President, Coastline College	\$267,910.00
W. Andrew Dunn III	Vice Chancellor of Finance and Administrative Services	\$267,910.00
Andreea Serban	Vice Chancellor of Educational Services and Technology	\$267,910.00

Motion carried with the following vote:

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

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

On a motion by Trustee Moreno, seconded by Student Trustee Finkbeiner, the Board voted to ratify the updated job descriptions for the educational administrator, classified management, and classified staff presented, effective December 12, 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. Additional job descriptions would be presented to the Board for ratification at the Board Meeting on January 15, 2020.

Motion carried with the following vote:

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

#### **23.05 DIS - Approval of Revised 2019-2020 VV Salary Schedule**

On a motion by Trustee Moreno, seconded by Student Trustee Finkbeiner, the Board voted to approve the VV Salary Schedule, revised to include an increase of 3.26% for COLA, effective January 1, 2020.

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 Instructional Material Fees**

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

Motion carried with the following vote:

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

#### **23.07 DIS - Bid Tabulations and Award of Contract for Construction Management Services for Coastline Colleges Student Services, RFP No. 2148**

On a motion by Trustee Hornbuckle, seconded by Student Trustee Finkbeiner, the Board voted to approve the Standard Construction Management Agreement with C.W. Driver for the Coastline College Student Services Center.

The District issued RFP #2148 on September 26, 2019 seeking qualified firms to provide construction management services during the pre-construction, bidding, construction, and post-construction phases for a new 53,000 square foot (approx.) two-story facility consisting of Admissions & Records, Financial Aid, Veterans Resource Center, EOPS, Counseling, Student Life, Library Office, Extended Learning, Business Office, Marketing, Public Safety, Research, Foundation, Instructional Services, Human Resources and

Administration. Construction was expected to commence in December 2020, and the building to be occupied in Summer 2022. The total budget for the project was \$34.9M.

The District published advertisements for two successive weeks in the Times Daily Pilot. Notices were published on October 2, 2019 and October 9, 2019 in the newspaper. In addition, the District sent a direct announcement to an internal notification list (compiled list of vendors whom had requested such notification) and published the announcement on the District's website. The District received five responses to the RFP.

The Office of Purchasing established a selection committee to review and evaluate all respondents. The selection committee consisted of representatives from District Facilities, CCC Maintenance and Operations, the campus project management team, and the architect of record for the project. Respondents were evaluated and scored based on: (1) their relevant experience, (2) qualifications of the proposed team, (3) understanding and approach to managing the project, and (4) proposed cost.

Based on the initial scoring, three finalists were invited to participate in the interview phase. Interviews were held on November 18, 2019. Upon conclusion of interviews, the committee, giving consideration to both the proposal and interview phases, unanimously recommended the selection of C.W. Driver.

**Term:** December 12, 2019 – September 1, 2022

**Fiscal Impact:** \$2,423,263 (Measure M General Obligation Bond)

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 #19-46 to Approval of July-September 2019 Budget Transfers for 2019-2020**

On a motion by Student Trustee Finkbeiner, seconded by Trustee Hornbuckle, the Board voted to adopt Resolution #19-46 to approve July-September 2019 Budget Transfers for 2019-2020 as provided.

Motion carried with the following vote:

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

#### **24.02 Resolution #19-47 Authorization to Purchase Hewlett-Packard G5 Desktop Computers**

On a motion by Trustee Moreno, seconded by Trustee Patterson, the Board voted to adopt Resolution #19-47 authorizing the utilization of a cooperative purchasing agreement to purchase Hewlett-Packard G5 Desktop Computers for the Orange Coast College Computer Science Labs.

**Fiscal Impact:** \$183,232.79 paid utilizing OCC Capital Outlay Funds

Motion carried with the following vote:

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

#### **24.03 Resolution #19-48 Authorization to Purchase Lockers and Storage Carts for the OCC Kinesiology/Athletics/Adaptive PE/Aquatics Project**

On a motion by Trustee Moreno, seconded by Trustee Grant, the Board voted to adopt Resolution #19-48 authorizing the utilization of cooperative purchasing agreements to purchase lockers and storage carts for the Orange Coast College Kinesiology/Athletics/Adaptive PE/Aquatics Project.

**Fiscal Impact:** \$183,305 paid utilizing General Obligation Measure M Bond Funds

Motion carried with the following vote:

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

#### **25.00 Policy Approval/Procedure Ratification**

## **25.01 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:

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

BP 4060 Agreements with School Districts for Adult Education

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

BP 5030 Fees

AP 5030 Fees

### **Chapter 6. Business and Fiscal Affairs**

BP 6750 Parking and Traffic

AP 6750 Parking and Traffic

### **Chapter 7. Human Resources**

BP 7270 Student Assistants

AP 7270 Student Assistants

Motion carried with the following vote:

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

Noes: None

Absent: None

Abstain: None

## **25.02 DIS - Board Policy and Administrative Procedure 7110 Delegation of Authority Human Resources**

On a motion by Trustee Hornbuckle, seconded by Student Trustee Finkbeiner, the Board voted to ratify revised AP 7110.

Motion carried with the following vote:

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

Noes: None

Absent: None

Abstain: None

## **26.00 Approval of Minutes**

### **26.01 DIS - Minutes**

On a motion by Trustee Moreno, seconded by Trustee Hornbuckle, the Board voted to approve the Minutes of the Regular Meeting of November 20, 2019.



Motion carried with the following vote:

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

## **27.00 Informational Reports**

### **27.01 Report from the Chancellor**

The Chancellor provided a report to the Board.

### **27.02 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

### **27.03 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

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

James Hulbert on behalf of Therese Grande, Golden West College, provided a report to the Board.

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

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

Rob Schneiderman, Coast Federation of Educators/American Federation of Teachers (CFE/AFT)  
Dana Emerson, Coast District Management Association (CDMA)

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

The Trustees provided individual reports.

## **28.00 Close of Meeting**

### **28.01 Public Comment**

There were no requests to address the Board.

### **28.02 Adjournment**

On a motion by Trustee Moreno, seconded by Trustee Hornbuckle, the Board voted to adjourn the meeting at 6:56 p.m.

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.....	20-22

## 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

Click, Sean

##### Discipline

ELL

##### OCC

Allen, Robert

McIntire, Theresa

Neibel, Katherine

Riggio, Alison

Tu, Kim

##### Discipline

Biology

Chemistry

Biology

Allied Health

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:

##### FALL 2019

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

##### OCC

Applequist, Anthony

Vaca, Jason

##### Discipline

Coaching

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:

O'Deane, Matthew

Williams, Heather

#### 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

#### REAPPOINTMENT

The Coast Community College District employs executive administrators. During this reappointment cycle, effective 07/01/20, the following administrators are recommended for reappointment. These reappointments are subject to subsequent ratification of new employment agreements.

<u>Name</u>	<u>LOC</u>	<u>Position</u>	<u>Contract Dates</u>
Adrian, Loretta	CCC	President	07/01/20-06/30/23
Dunn III, W. Andrew	DIST	Vice Chancellor	07/01/20-06/30/23
Serban, Andreea	DIST	Vice Chancellor	07/01/20-06/30/23

#### 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>
Do, Vi	OCC	Child Care Center Assistant (48.75%)	01/02/20	O-006-20
Facundo, John Paul	OCC	Accounting Coordinator	01/06/20	O-022-20
Hallsted, Julianna	DIST	District Contract Specialist	01/02/20	D-007-20
Rochat, Diana	GWC	Outreach Specialist- Strong Workforce Program	01/06/20	G-023-20

#### 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:

<u>Name</u>	<u>LOC</u>	<u>From</u>	<u>To</u>	<u>Start Dt</u>	<u>End Dt</u>
Segerblom, Mette	OCC	Sailing Program Coordinator	Manager, Community Boating Programs	10/01/19	12/31/19

## 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:

<u>Name</u>	<u>LOC</u>	<u>From</u>	<u>To</u>	<u>Start Dt</u>	<u>End Dt</u>
Pham, Dao	GWC	Accounting Assistant, Sr.	Accounting Tech, Sr.	10/28/19	11/15/19

## 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>
Ozuna, Michelle	OCC	Administrative Assistant II	Temporary duties that are not fixed and prescribed to the assigned position that exceed five working days.	10/01/19	12/31/19
Wellengard, Sean	OCC	Administrative Secretary	Temporary duties that are not fixed and prescribed to the assigned position that exceed five working days.	10/01/19	12/31/19