

REGULAR MEETING MINUTES*

Board of Trustees

Coast Community College District

District Board Room and Telephonically

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

Wednesday, March 18, 2020

A Regular Meeting of the Board of Trustees of the Coast Community College District was held on March 18, 2020 in the Board Room at the District Office located at 1370 Adams Avenue, Costa Mesa, CA and telephonically.

1.00 Preliminary Matters

1.01 Call to Order

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

1.02 Roll Call

Trustees Present via telephone:

Trustees Grant, Hornbuckle, Moreno, Patterson and Prinsky

Trustees Absent: Student Trustee Finkbeiner joined the meeting via telephone 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. Student Expulsion

Student #C02508160

Education Code Section 72122

b. Public Employee Discipline/Dismissal/Release

Pursuant to *Government Code* Section 54957

c. Conference with Legal Counsel: Anticipated Litigation

Three cases, including incidents involving Saori Hamilton, Suzanne Crawford, and Justin Brewer pursuant to sub-sections “d-2” and “e-2” of *Government Code* Section 54956.9

d. 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

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

Mercedes Pacheco vs. Coast CCD, California Department of Fair Employment and
Housing Case No. 2019-09-07517111

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

Mitra Aghaei vs. Coast CCD, WCAB Case No. 12954390

Jamie Blair vs. Coast CCD, WCAB Case No. 12973118

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

Elizabeth Ann Myers vs. Coast CCD, WCAB Case No. 12704896

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

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

e. 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
Dean, Extended Learning

5. Approval of Appointment of Classified Management
Interim Evening Operations Supervisor
6. Approval of Appointment of Classified Staff
Disability Services Associate
Instructional Associate
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
Accounting Analyst
Custodian, Senior
Environment Health and Safety Specialist
Maintenance Specialist Team Leader
12. Ratification of Project-Specific Assignment, Classified Staff
Accounting Analyst
Accounting Technician
Administrative Assistant
Budget Technician
Student Life and Leadership Specialist

f. 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-CTA/NEA)

Employee Groups:

Coast Federation of Classified Employees (CFCE),

Coast Community College Association-California Teachers Association/

National Education Association (CCCA-CTA/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 at 5:00 p.m.

1.06 Pledge of Allegiance

Item Pulled

1.07 Report of Action in Closed Session

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

For **Item 1.04 e. Public Employment**, on a motion by Trustee Hornbuckle, seconded by Trustee Prinsky, the Board voted to approve and ratify the public employment items. (See Appendix pages 18-21)

Motion carried with the following vote:

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

For **Item 1.04 f. Conference with Labor Negotiator**, on a motion by Trustee Moreno, seconded by Trustee Hornbuckle, the Board voted to approve the following Memoranda of Understanding:

- 20-1 2019-2020 CCA-CTA/NEA Part-Time Faculty Retirement Incentive Program
- 20-2 2019-2020 CFE Full-Time Faculty Retirement Incentive Programs and Economic Incentive Agreement REVISED March 17, 2020
- 20-8 2019-2020 CFE Part-Time Faculty Retirement Incentive Program

Motion carried with the following vote:

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

For **Item 1.04 f. Conference with Labor Negotiator**, on a motion by Trustee Hornbuckle, seconded by Trustee Prinsky, the Board voted to approve the following Memoranda of Understanding:

- 20-3 CCA COVID-19 Social Distancing and Remote Instructional Delivery Plan and Emergency Canvas Transition Plan

20-12 CFE COVID-19 Social Distancing and Remote Instructional Delivery Plan and
Emergency Canvas Transition Plan
20-4 CCA COVID-19 Emergency Response
20-13 CFE COVID-19 Emergency Response

Motion carried with the following vote:

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

1.08 Public Comment

There were no requests to address the Board.

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

2.01 Expulsion of Student

On a motion by Trustee Hornbuckle, seconded by Trustee Patterson, the Board voted to expel Student #C02508160.

Motion carried with the following vote:

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

2.02 CCC - Cybersecurity Program Highlight

Item Pulled

2.03 DIS - Endorsement of Nominee for Classified Employee of the Year Award

On a motion by Trustee Prinsky, seconded by Trustee Moreno, the Board voted to endorse Eucario Cruz as a nominee for the California Community Colleges Classified Employee of the Year award.

Motion carried with the following vote:

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

2.04 DIS - Faculty Advancement to Tenure

At the March 4, 2020 Board Meeting, the Board approved the following faculty to advance to Tenure for the 2020-21 Academic Year:

CollegeName	Title	Department
CCC Fauce, Steven	Instructor	Biological Sciences
CCC Gomez-Holbrook, Angela	Instructor	Digital Graphics Application
CCC Horan, Elizabeth	Librarian	Library Science
CCC Montero, Sasha	Instructor	Sociology
CCC Salcedo, Daniel	Instructor	Biological Sciences
CCC Smith, Stacey	Instructor	Economics
CCC Mojica (Stone), Claudia	Counselor	Counseling
CCC Vu, Hao-Nhien	Instructor	Mathematics
GWC Antunez, Heather	Counselor	Counseling
GWC Butler, Jodie	Instructor	College Success
GWC Clancy, Kristine	Instructor	Communication Studies
GWC Dutz, Kay	Instructor	Chemistry
GWC Farazdaghi, Farzane	Instructor	Peace Studies
GWC Flesher, Matthew	Instructor	Physical Education
GWC Krause, Alana	Librarian	Library Science
GWC La, Bill	Counselor	Counseling
GWC Mueller, Timothy	Instructor	Theater Arts
GWC Palma, Michelle	Instructor	Geography
GWC Patapoff, Jessica	Instructor	English
GWC Shipp, John	Instructor	Physical Education
GWC Wegter, Rachel	Instructor	Communication Studies
OCC Beichner, Brian	Instructor/Coordinator	Emergency Medical Technology
OCC Boogar, Tyler	Instructor	Mathematics
OCC Carter, John	Instructor	Aviation
OCC Connor, Sean	Instructor	Mass Communications
OCC Gotschall, Noriko	Counselor	Counseling
OCC Grooms, Mark	Instructor	Business
OCC Hellman, Amy	Instructor	Chemistry
OCC Kulik, Christopher	Counselor	Counseling
OCC Legaspi, Jodie	Instructor	Kinesiology
OCC Liang, Tabitha	Instructor	Diagnostic and Medical Technology
OCC Lovegreen, Alan	Instructor	English
OCC Martin, Jessica	Counselor	Counseling

OCC	O'Hara, Kevin	Instructor	Film & Video
OCC	Ogaz, Becky	Counselor	Counseling
OCC	Ortega, Patricia	Counselor	Counseling
OCC	Raskin, Debra	Instructor	Mathematics
OCC	Ridnor, Rachel	Instructor	Sociology
OCC	Rodgers, Kathryn	Instructor	Computer Science
OCC	Rojas, Alexandria	Counselor	Counseling
OCC	Smith, Ward	Librarian	Library Science
OCC	Stuart, Andrew	Instructor	English
OCC	Volkoff, Cora	Instructor	Digital Arts
OCC	Wells, Julie	Instructor	Biological Sciences

2.05 DIS - Internal Audit Quarterly Report

On a motion by Trustee Moreno, seconded by Trustee Prinsky, the Board voted to receive and accept the Internal Audit Quarterly Report.

Motion carried with the following vote:

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

2.06 DIS - Financial Aid Report Related to the State Taskforce Recommendations

On a motion by Trustee Hornbuckle, seconded by Trustee Patterson, the Board voted to receive and accept the Financial Aid Report Related to the State Taskforce Recommendations.

Motion carried with the following vote:

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

2.07 DIS - Board Policies and Administrative Procedures for First Reading

On a motion by Trustee Hornbuckle, seconded by Trustee Moreno, the Board voted to advance the following Board Policies and Administrative Procedures to a future meeting for further review and action:

Chapter 5. Student Services

BP 5030 Fees

AP 5030 Fees

Chapter 6. Business and Fiscal Affairs

BP 6320 Investments

AP 6320 Investments

Chapter 7. Human Resources

BP 7125 Verification of Eligibility for Employment

AP 7125 Verification of Eligibility for Employment

BP 7510 Domestic Partnership

Motion carried with the following vote:

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

Noes: None

Abstain: None

Absent: None

2.08 Board Meeting Dates

The Board reviewed upcoming meeting dates. Chancellor Weispfenning noted that the schedule might change due to the ongoing COVID-19 situation. Trustee Moreno requested a calendar of District events that were postponed and rescheduled.

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

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

2.10 Board Directives Log

The Board reviewed the Board Directives Log.

On a motion by Trustee Hornbuckle, seconded by Trustee Moreno, the Board voted to reschedule item #2 Quarterly Report on Measure M to include District facilities, planning, construction performance and diversity to the April 22, 2020 meeting.

Motion carried with the following vote:

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

Noes: None

Abstain: None

Absent: None

3.00 Consent Calendar (Items 4.01 - 17.01)

On a motion by Trustee Hornbuckle, seconded by Trustee Prinsky, 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
Abstain:	None
Absent:	None

18.00 Discussion Calendar

19.00 Approval of Standard Agreements in Excess of \$95,200

19.01 DIS - Amendment #1 to Standard Architectural Services Agreement with HMC Architects for the Golden West College Language Arts Complex Project

On a motion by Trustee Prinsky, seconded by Trustee Hornbuckle, the Board voted to approve Amendment #1 to the Standard Architectural Services Agreement with HMC Architects.

On August 1, 2018, the Board of Trustees approved the standard architectural services agreement with HMC Architects in the amount of \$3,067,255 for the design of the new three-story, 43,000 square foot Language Arts Complex at Golden West College. Due to comments from the California Geological Survey, additional geotechnical investigation and engineering was required for project approval. The amendment authorized additional structural engineering services as required.

Term: August 2, 2018 - January 14, 2022

Fiscal Impact: \$8,860; previous contract amount: \$3,067,255; new contract amount: \$3,076,115 paid partly utilizing General Obligation Measure M Bond Funds and partly utilizing State Capital Funding Dollars.

Motion carried with the following vote:

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

20.00 Revenue Generating Agreements/Contracts Over \$95,200

20.01 DIS - Funded Programs

On a motion by Trustee Prinsky, seconded by Trustee Moreno, the Board voted to approve participation in the following funded programs and the associated contracts outlined below:

Coastline Community College received from Rancho Santiago Community College District the Participation Agreement for the Strong Workforce Program-Regional Funds 2019-20 for the projects in which the College participated or lead. Rancho Santiago Community College District functioned as the fiscal agent for the California Community Colleges Chancellor's Office Strong Workforce Program for the Los Angeles/Orange County region. Projects that received funding under the 2019-20 Participation Agreement were: CyberPatriot (\$296,240), NetLabs (\$126,960), and Regional Marketing (\$30,000).

Fiscal Impact: Coastline Community College received \$453,200 from July 1, 2019 to December 31, 2021. No matching funds required.

Golden West College received from Rancho Santiago Community College District the Participation Agreement for the Strong Workforce Program-Regional Funds 2019-20 for the projects in which the College participated or lead. Rancho Santiago Community College District functioned as the fiscal agent for the California Community Colleges Chancellor's Office Strong Workforce Program for the Los Angeles/Orange County region. Projects that received funding under the 2019-20 Participation Agreement were: Regional Director Health (\$92,000), VSL Automotive Collaboration (\$80,000), VSL Health (\$46,000), and Regional Marketing (\$30,000).

Fiscal Impact: Golden West College received \$248,000 from July 1, 2019 to December 31, 2021. No matching funds required.

Motion carried with the following vote:

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

21.00 Ratification/Approval of General Items of Business

21.01 GWC - Approval for the Associated Students of Golden West College to Increase the College Service Fee

On a motion by Trustee Hornbuckle, seconded by Trustee Moreno, the Board voted to increase the College Service Charge from \$17 to \$20 for the Fall and Spring semesters and increase the College Service Charge from \$10 to \$12 for the Summer semester effective Fall 2020.

The College Service Charge, which could be waived by students per AP 5030, provided funding for over 30 College programs and services including: ASGWC, GWC Athletics, the Academic Success Center, the Campus Life office, tutoring, scholarships for all students and many more.

Fiscal Impact: An additional \$70,000 to the ASGWC Annual Budget for the 2020-2021 fiscal year.

Motion carried with the following vote:

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

21.02 DIS - Ratification of Approved Non-Standard Independent Contractor Agreement with Cision US Inc.

On a motion by Trustee Patterson, seconded by Trustee Hornbuckle, the Board voted to ratify the approved Non-Standard Independent Contractor Agreement with Cision US Inc.

Cision US Inc. provided media monitoring services for the Coast Colleges.

Term: March 10, 2020 - May 7, 2022

Fiscal Impact: \$46,666 paid from District wide marketing funds.

Motion carried with the following vote:

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

21.03 DIS - Bid Tabulations and Award of Contract for Contractor Services for Coastline College Student Services Center; Bid No. 2151, Bid Package No. 1

On a motion by Trustee Moreno, seconded by Trustee Hornbuckle, the Board voted to award the Standard Contractor Services Agreement for Bid No. 2151, Bid Package No. 1 to the lowest responsive and responsible bidder, and authorize the Board President or designee to sign all documents indicating approval by the Board.

As part of the Vision 2020 Facilities Master Plan Coastline College sought to construct a new 2-story Student Services Center building totaling 53,000 square feet adjacent to the existing College Center building. The project was procured via multiple prime trade contractors.

Approval of Bid No. 2151, Bid Package No. 1 procured design and installation services for the rammed aggregate pier ground improvements. The installation was required to stabilize the liquefaction soil conditions in advance of building construction. Installation would commence on November 1, 2020 and be completed by December 9, 2020. All work included in Bid Package 1 was subject to the requirements of the Community Workforce Agreement (CWA) between Coast Community College and the Los Angeles/Orange County Building Trades Council dated May 2, 2019.

Notices were published in the Daily Pilot on January 29, 2020 and February 5, 2020. Additionally, notices were sent out to 159 vendors utilizing the Planet Bids portal. One bid was received and opened on February 20, 2020. Upon receipt of the bid, C.W. Driver reviewed the documents, the scope of work submitted, and conducted an interview with the apparent low bidder. The estimated budget for the work was \$1.2M and the bid received was 14% below budget.

Comments: The bid result was as follows:

Bid Received From:

**Keller North America, Inc.
14718 Pipeline Ave, Suite B
Chino Hills, CA 91709**

Total Bid:

\$1,032,600

Term: March 19, 2020 - December 9, 2020

Fiscal Impact: \$1,032,600 which included \$60,000 in project allowance paid with Measure M General Obligation Bond Funds.

Motion carried with the following vote:

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

Noes: None

Abstain: None

Absent: None

21.04 DIS - Approval of Designation of Subrecipient's Agent Resolution

On a motion by Trustee Prinsky, seconded by Trustee Hornbuckle, the Board voted to approve the Designation of Subrecipient's Agent Resolution - Hazard Mitigation Grant Program and Pre-Disaster Mitigation Program (Cal OES Form 130). The Board President, or designee, was authorized to sign the form and any related documents, indicating approval by the Board of Trustees.

On December 19, 2019, the Coast Community College District was notified that the Federal Emergency Management Agency (FEMA) and the California Office of Emergency

Services (Cal OES) approved of an application for the Hazard Mitigation Grant Program (HMGP). The HMGP helped the District to limit the impact of natural and human-made disasters on students, faculty, staff, and the surrounding community.

To be eligible and apply for State assistance, authorized agents were designated by Coast Community College District's Governing Body (Board of Trustees). Once approved by the Board of Trustees, authorized agents of Coast Community College District were eligible to apply for State assistance for a period of three years upon the date of approval for all open and future disasters and grants. The authorized agents would also be designated to review and approve of assurances, agreements, applications, and other documents related to disaster/grant matters.

Fiscal Impact: Hazard Mitigation Grant Program award for \$124,999.75

Motion carried with the following vote:

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

21.05 DIS - Standard Tenure Track Faculty Contracts

On a motion by Trustee Moreno, seconded by Trustee Hornbuckle, the Board voted to approve the Standard Contracts for Tenure Track Faculty for the 2020-21 Academic Year as presented. The Board President or designee was authorized to sign the Contracts indicating approval by the Board of Trustees:

Motion carried with the following vote:

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

22.00 Resolutions

22.01 Resolution #20-17 Authorization to Purchase Furniture for the new Orange Coast College Student Union Complex

On a motion by Trustee Moreno, seconded by Trustee Patterson, the Board voted to adopt Resolution #20-17 Authorization to Purchase Furniture for the new Orange Coast College Student Union Complex.

Public Contract Code Section 20652 provided authority for the governing boards of any community college district without advertising for bids, the use of other public agencies

contracts for the lease or purchase of equipment when the Board determined it to be in the best interest of the District.

Furniture would be procured for the new Orange Coast College Student Union Complex. The campus established furniture selection committee to evaluate several specialty furnishing options. After evaluating several “mock-up” installations, the campus furniture selection committee supported the recommendation. The District Purchasing Manager reviewed all applicable pricing agreements and determined the pricing to be fair and reasonable.

Fiscal Impact: \$2,677,962.13 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
Abstain:	None
Absent:	None

23.00 Policy Approval/Procedure Ratification

23.01 DIS - Temporary Changes in Administrative Procedure 7400 Travel

On a motion by Trustee Prinsky, seconded by Trustee Patterson, the Board voted to ratify the following temporary changes to AP 7400:

1. Suspend the provision in AP 7400 requiring conclusion of travel before reimbursement such that employees affected by such cancellations are reimbursed for costs incurred; and
2. Allow for reimbursement of travel insurance for approved international travel.

California issued a State of Emergency and the Centers for Disease Control and Prevention (CDC) issued travel advisories due to the coronavirus outbreak. It resulted in cancellations and postponement of various meetings and conferences that District employees had been authorized to attend.

BP 7400 and AP 7400 Travel allowed employees to be reimbursed for expenses for travel on behalf of District business. The Procedure stated, “expenses paid by an employee or trustee’s personal credit card will not be reimbursed until the conclusion of the travel event and only upon submission of detailed, original receipts.” The Procedure further stated, “cost incurred due to flight cancellations or travel delays while in transit (not including initial embarkation) such as hotel/lodging, air travel, ground transportation, and meals and incidentals, is a reimbursable claim.” As all approved travel was expected to be completed, the Procedure did not allow for reimbursement for travel insurance.

Due to the cancellations of various conferences and meetings, some employees had out-of-pocket costs incurred for travel that would not take place, which was not reimbursable under the original Procedure.

Motion carried with the following vote:

Ayes:	Trustees Grant, Hornbuckle, Moreno, Patterson, Prinsky and Finkbeiner
Noes:	None
Abstain:	None
Absent:	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 March 4, 2020.

Motion carried with the following vote:

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

25.00 Close of Meeting

25.01 Public Comment

There were no requests to address the Board.

25.02 Adjournment

On a motion by Trustee Moreno, seconded by Trustee Hornbuckle, the Board voted to adjourn the meeting in memory of Rich Gillick at 5:35 p.m.

Motion carried with the following vote:

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

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Public Employment.....	18-21

APPENDIX

Public Report of Personnel Actions Taken by the Board of Trustees in Closed Session

1. Approval of Appointment of Full Time Faculty

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

<u>Name</u>	<u>LOC</u>	<u>Title</u>	<u>Start Date</u>	<u>Vacancy #</u>
Parslow-Helton, Wendy	GWC	Instructor, Psychology	08/21/20	2-G-21

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.

<u>OCC</u>	<u>Discipline</u>
Blystone, Allissa	Biology
Boyer, Derek	Biology
Geil, Shane	Fashion
Marian, Lynne	Dental
Perez Stable, Olga	Psychology

3. Ratification of Appointment of Part Time Faculty

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

None

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>
Harrell, Chermaine	CCC	Dean, Extended Learning	03/19/20- 06/30/22	CM-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:

<u>Name</u>	<u>LOC</u>	<u>Title</u>	<u>Start Dt</u>	<u>Vacancy #</u>
Carrizo, Michael	GWC	Interim Evening Operations Supervisor	03/19/20	GM-006-20

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>
Gonzales, Zachary	OCC	Instructional Associate	03/20/20	O-001-20
Mendoza, Amy	OCC	Disability Services Associate	03/23/20	O-032-20

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:

<u>Name</u>	<u>LOC</u>	<u>From</u>	<u>To</u>	<u>Start Dt</u>	<u>End Dt</u>
Aper, Dorothy	DIST	Environmental Health and Safety Technician	Environmental Health and Safety Specialist	02/11/20	03/30/20
Barcnas, Jose	OCC	Maintenance Specialist II	Maintenance Specialist Team Leader	02/02/20	05/31/20
Cruz, Beatriz	OCC	Custodian	Custodian, Senior	01/01/20	03/31/20
Martinez, Maribel	OCC	Custodian	Custodian, Senior	01/01/20	03/31/20

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>
Romero, Patricia	OCC	Accounting Coordinator	Accounting Analyst	03/01/20	05/31/20

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>
Tran, Emylie	OCC	Administrative Assistant	Temporary duties that are not fixed and prescribed to the assignment position that exceed five working days.	03/01/20	05/31/20

Extension of End Dates for Out of Class Assignments

<u>Name</u>	<u>LOC</u>	<u>Title</u>	<u>Project-Specific Assignment</u>	<u>Start Dt</u>	<u>End Dt</u>
Hipp-Mirhashemi, Kasie	CCC	Student Life and Leadership Specialist	Temporary duties that are not fixed and prescribed to the assignment position that exceed five working days.	09/01/19	05/31/20
MacGregor, Shannon	OCC	Accounting Technician	Temporary duties that are not fixed and prescribed to the assignment position that exceed five working days.	03/01/20	05/31/20
Schulte, Rita	OCC	Budget Technician	Temporary duties that are not fixed and prescribed to the assignment position that exceed five working days.	03/01/20	05/31/20
Tran, Emylie	OCC	Administrative Assistant	Temporary duties that are not fixed and prescribed to the assignment position that exceed five working days.	03/01/20	05/31/20
Tran, Tuongvan	OCC	Accounting Analyst	Temporary duties that are not fixed and prescribed to the assignment position that exceed five working days.	03/01/20	05/31/20