

# **REGULAR MEETING MINUTES\***

## **Board of Trustees Coast Community College District**

**Via Telephone**

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

**Wednesday, July 15, 2020**

A Regular Meeting of the Board of Trustees of the Coast Community College District was held on July 15, 2020 via telephone.

### **1.00 Preliminary Matters**

#### **1.01 Call to Order**

Board President Grant called the meeting to order at 4:00 p.m.

#### **1.02 Roll Call**

Trustees Present: Trustees Grant, Hornbuckle, Moreno and Prinsky

Trustees Absent: Trustee Patterson

Student Trustee Finkley 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)(1)

##### **b. Conference with Legal Counsel: Anticipated Litigation**

Significant exposure to litigation pursuant to sub-section "d-2" of *Government Code* Section 54956.9. Three cases: Threatened litigation by Angela Bell, Claim by Anderson Charnesky Structural Steel, and Claim by Saori Hamilton

**c. Conference with Legal Counsel: Existing Litigation**

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

*Coast CCD et al. vs. Commission on State Mandates*, California Supreme Court  
Case No. S262663

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

*Stephen O'Connor vs. Orange County Superintendent of Schools et al.*,  
Orange County Superior Court Case No. 30-2020-01144768

*Gwendolyn Conway vs. Golden West College*, Orange County Superior Court Case  
No. 30-2020-01143365

*Harvard College et al. vs. U.S. Department of Homeland Security et al.*, U.S. District  
Court Case No. 1:20-CV-11283

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

*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

**d. Public Employment**

Pursuant to *Government Code* 54957(b)(1)

1. Approval of Appointment of Full Time Faculty  
Instructor, Aviation Maintenance Technology  
Instructor, Kinesiology & Head Baseball Coach
2. Ratification of Appointment of Substitutes, Academic Staff
3. Ratification of Appointment of Part Time Faculty
4. Approval of Appointment of Educational Administrator  
Interim Vice President
5. Approval of Appointment of Retired CalPERS Annuitants
6. Approval of Appointment of Classified Management



7. Approval of Appointment of Classified Staff
8. Approval of Appointment of Confidential Staff
9. Approval of Reclassification and Reorganization/Reassignment, Classified Staff  
Financial Aid Specialist
10. Approval of Reclassification and Reorganization/Reassignment, Classified Mgmt.
11. Ratification of Temporary Out of Class Assignments, Classified Management
12. Ratification of Project-Specific Assignment, Classified Management
13. Ratification of Temporary Out of Class Assignments, Classified Staff  
Accounting Technician  
Administrative Secretary
14. Ratification of Project-Specific Assignment, Classified Staff  
Administrative Clerk, Senior  
Student Success & Equity Specialist, Senior

**e. Conference with Labor Negotiator**

Pursuant to *Government Code* Section 54957.6

**District Negotiators:**

Dr. Marco Baeza, Vice Chancellor Human Resources

Dr. John Weispfenning, Chancellor

Crystal Crane, Executive Director Human Resources (for CCCA-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 by Board President Grant at 5:05 p.m.

**1.06 Report of Action in Closed Session**

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

For **Item 1.04 b. Conference with Legal Counsel: Anticipated Litigation**, on a motion by Trustee Hornbuckle, seconded by Trustee Moreno, the Board voted to approve the Settlement Agreement with Saori Hamilton.

Motion carried with the following vote:

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

For **Item 1.04 c. Conference with Legal Counsel: Existing Litigation**, on a motion by Trustee Prinsky, seconded by Trustee Hornbuckle, the Board voted to respond to the lawsuit in the Gwendolyn Conway case.

Motion carried with the following vote:

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

For **Item 1.04 c. Conference with Legal Counsel: Existing Litigation**, on a motion by Trustee Hornbuckle, seconded by Trustee Prinsky, the Board voted to respond to the lawsuit in the Stephen O'Connor case.

Motion carried with the following vote:

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

For **Item 1.04 d. Public Employment**, on a motion by Trustee Hornbuckle, seconded by Trustee Prinsky, the Board voted to approve and ratify the public employment items as amended. (See Appendix pages 30-38)

Motion carried with the following vote:

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



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

MOU #20-8 regarding New Hire Probationary Periods  
MOU #20-9 regarding Families First Coronavirus Response Act  
MOU #20-10 regarding Emergency Budget Reduction Agreement  
MOU #20-11 regarding COVID-19 Emergency Response and Remote Work Plan  
MOU #20-12 regarding Classified Senates  
MOU #20-14 regarding "Hours Over Contract"  
Tentative Agreement regarding Article 12 ("Reclassification")

Motion carried with the following vote:

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

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

MOU #20-20 regarding GWC Transfer/Career Center Coordinator  
MOU #20-27 regarding GWC Distance Education Coordinator  
MOU #20-28 regarding GWC Faculty Flex Coordinator  
MOU #20-34 regarding Athletic Coaches  
MOU #20-35 regarding Banked Overload

Motion carried with the following vote:

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

## **1.07 Public Comment**

There were no requests to address the Board.

## **1.09 Acceptance of Retirement**

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

Angela Bell, DIS, Class & Compensation Analyst, retirement effective May 22, 2020

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

Motion carried with the following vote:

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

## **2.00 Public Hearing**

### **2.01 Adoption of the Coast Community College District Tentative Budget for 2020-2021**

Board President Grant opened the Public Hearing at 5:10 p.m.

There were no public comments.

Vice Chancellor of Finance and Administrative Services, Dr. Andy Dunn, provided a staff report and presentation to the Board on Budget Development, and responded to comments from Trustees and the Chancellor. The 2020-2021 Tentative Budget was presented for adoption.

#### **Background**

The Tentative Budget was prepared as prescribed by Title 5 of the California Code of Regulations, Section 58305. Funding for the budget was based upon the latest information available as of the May 2020, May Revise. Any changes based on the enacted state budget that were signed by the Governor would be included in the 2020-2021 Final Budget.

#### **Beginning Balance**

The Tentative Budget beginning balance was estimated to be \$22,975,886 or 9.8% (including the negative \$6,973,694 from entity balances). The Tentative Budget reflected a balanced set of revenues and expenses. The beginning balance would fluctuate up or down due to final re-calculation of State apportionment. A firm figure for the beginning balance would not be available until the year-end closing was completed in late July.

#### **Revenue Estimate**

Total 2020-2021 General Fund revenues were projected to be \$268 million. The revenue estimate included 0% COLA and 0% growth funds. Student fees remained at \$46 per unit.

#### **Expenditure Estimate**

The Tentative Budget assumed the majority of Supplemental Retirement Plan (SRP) retirees would not be replaced, which would result in an estimated reduction of \$11.3



million in contract salaries. However, additional expenses included an estimated \$800 thousand in borrowing cost for anticipated deferrals, and an estimated \$1.4 million increase (3.4%) in the cost of delivering health benefits. The Employer contributions for the Public Employee Retirement System (PERS) were expected to increase from 19.721% to 20.70% of payroll. Employer contribution from the State Teachers Retirement System (STRS) employer rate would decrease from 17.10% to 16.15%, starting July 1, 2020. With the Governor's relief measures in place, the combined effect across both programs was a net reduction estimated at \$100 thousand. The net effect of these changes on the District's spending plan equated to an estimated reduction of \$9.2 million.

### **Undistributed Reserve**

Although Administrative Procedure 6305 – Reserves (AP 6305) specified that the budget include an unappropriated reserve of 10% of prior year unrestricted general fund expenditures, consisting of a 5% Reserve for Contingencies, pursuant to Title 5, Section 58307, and a 5% Ancillary Reserve, estimates under which the Tentative Budget was prepared reflected a reserve amount of 9.8%.

These estimates of fund balance would be refined with year-end closing and actual figures presented to the Board with the Final Budget in October 2020. If the reserve amount at the time of Final Budget remained below 10%, a recommendation for an exception to AP 6305 would accompany the budget.

As specified by 5 CCR § 58301, for purposes of developing and adopting the Final Budget, the governing board of each district would hold a public hearing on the proposed budget in a district facility, or some other place conveniently accessible to the residents of the district, on or before the 31 day of October (as modified under Resolution 20-39), but at least three days following availability of the Proposed Budget for public inspection, at which any resident in the district may appear and object to the proposed budget or any item in the budget.

Consistent with the above mentioned requirements, Coast's Final Budget for the 2020-2021 FY was scheduled for presentation and adoption on October 21, 2020. The annual Financial and Budget Report (CCFS 311) would be sent to the California Community College Chancellor's Office (CCCCO) on or before October 31, 2020.

This same regulatory framework, as modified by Chancellor Oakley's Executive Order 2020-06 and Board of Trustees' Resolution 20-39, required districts to send copies of their budgets to the County Office of Education and to the California Community Colleges Chancellor's Office (CCCCO) on or before November 30, 2020. Lastly, districts would submit annual audited financial statements to the CCCCCO before February 28, 2021.

On a motion by Trustee Moreno, seconded by Trustee Hornbuckle, the Board voted to adopt the Tentative Budget for the 2020-2021 Fiscal Year.



Motion carried with the following vote:

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

The Public Hearing was closed at 5:27 p.m.

#### **1.08 Oath of Office for Student Trustee**

Board President David Grant officiated the Oath of Office for Angela Finkley.

#### **3.00 Study Session**

##### **3.01 The Trustee Fellowship Program**

In December 2019, the Coast Community College District was invited to have two members of the Board of Trustees and the Chancellor participate in the Trustee Fellowship Program, under the auspices of the State Chancellor's Office, the Foundation for California Community Colleges, and the Aspen Institute ("Trustee Fellowship Overview"). Coast Community College District Trustees Lorraine Prinsky and Mary Hornbuckle agreed to represent the Board of Trustees by attending the Fellowship Program with Chancellor Weispfenning. The Program was originally planned as two one-day conferences, with the first session to be held in San Diego in April. When the impact of the COVID-19 pandemic became clear, the format of the Fellowship Program was shifted to two three-hour online meetings and the initial meeting was moved to June 19, 2020, which Trustee Prinsky, Trustee Hornbuckle, and Chancellor Weispfenning attended.

Prior to the initial meeting, the organizers provided the Coast delegation with population demographics on race, poverty, educational attainment, and the Orange County labor market ("Regional Context Indicators Workbook"). The Coast District Research Department supplemented this with CCCD-specific data on the same characteristics ("Coast District Service Area Indicators"). Trustee Prinsky, Trustee Hornbuckle, and Chancellor Weispfenning reported on the June 19, 2020 meeting and on ways the Board of Trustees would continue to collaborate in support of the state system's Vision for Success goals.

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

##### **4.01 Reaffirmation of Student Trustee Rights**

On a motion by Trustee Prinsky, seconded by Trustee Hornbuckle, the Board voted to reaffirm the rights of the Student Trustee under Board Policy 2015.

Under sub-section “d” of Education Code Section 72023.5, if the Student Trustee was to be allowed to make and second motions, to receive compensation, and to serve a one-year term, as set forth in Board Policy 2015, the Board of Trustees was required to adopt rules to this effect each year.

Motion carried with the following vote:

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

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

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

Beth Koenig, Coastline College  
David Sierra, Golden West College  
Fazilat Abdul, Orange Coast College

#### **4.03 Chancellor's Goals for the District 2020-2021**

On a motion by Trustee Moreno, seconded by Trustee Hornbuckle, the Board voted to adopt the Chancellor’s Goals for the District 2020-2021.

In consultation with the Board of Trustees, the Chancellor developed and maintained a set of goals that identified priorities for each academic year. Chancellor Weispfenning reviewed his goals for 2020-2021.

1. Focus on student success and equity
2. Maintain fiscal integrity
3. Stabilize enrollments
4. Strengthen employee, student, and community relations
5. Leverage educational technology

Motion carried with the following vote:

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

#### **4.04 Service and Tenure Recognition**

On a motion by Trustee Hornbuckle, seconded by Trustee Prinsky, the Board voted to accept the service and tenure of district employees as presented.



The Board recognized 44 members of faculty who achieved tenure, and 226 employees who reached significant milestones during the past fiscal year – from July 1, 2019 through June 30, 2020. The Board was grateful to faculty and staff for their service to students, and appreciated the opportunity to acknowledge their dedication.

Motion carried with the following vote:

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

#### **4.05 Measure M Quarterly Report, District Facilities, Planning, Construction Performance and Diversity Report and Bidding Summary**

Vice Chancellor of Finance and Administrative Services, Dr. Andy Dunn, provided the following reports for Trustees' review:

- Q3 Measure M Report which was mailed to the Citizens' Oversight Committee for review on June 24, 2020.
- Q3 District Facilities, Planning, Construction Performance and Diversity Report
- Q3 Measure M Quarterly Bidding Summary (prequalification report).

#### **4.06 Career Technical Education: Programs, Initiatives, Grants, and Program Reviews**

Vice Chancellor of Educational Services, Dr. Andreea Serban, provide a report on the comprehensive array of career technical education (CTE) programs offered by the Coast Community College District. At the state level, there had been significant emphasis on workforce development and CTE through regionalization of community college programs and projects and building pathways from high schools to community colleges.

#### **4.07 Board Meeting Dates**

The Board reviewed upcoming meeting dates.

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

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

#### **4.09 Board Directives Log**

The Board reviewed the Board Directives Log.



## **5.00 Consent Calendar (Items 6.01 - 17.01)**

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

Motion carried with the following vote:

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

## **18.00 Discussion Calendar**

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

### **19.01 GWC - Approval of Standard Independent Contractor Agreement with Sheri Saretsky**

On a motion by Trustee Hornbuckle, seconded by Trustee Moreno, the Board voted to approve the Standard Independent Contractor Agreement with Sheri Saretsky.

The contractor would coordinate and administer certified nurse assistant exams, hire, train and pay qualified staff.

**Term:** July 1, 2020 - June 30, 2021

**Fiscal Impact:** NTE \$150,000. Compensation based on the number of exams paid \$30 per manual exam, \$10 per written exam, and \$15 per oral exam upon receipt of signed invoice from RHORC RTC Trust fund.

Motion carried with the following vote:

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

### **19.02 GWC - Approval of Standard Independent Contractor Agreement with Ford Golden Pathway c/o Priscilla Ford**

On a motion by Trustee Hornbuckle, seconded by Trustee Moreno, the Board voted to approve the Standard Independent Contractor Agreement with Ford Golden Pathway c/o Priscilla Ford.

The contractor would coordinate and administer certified nurse assistant exams, hire, train and pay qualified staff.

**Term:** July 16, 2020 - June 30, 2021

**Fiscal Impact:** NTE \$150,000. Compensation based on the number of exams paid \$30 per manual exam, \$10 per written exam, and \$15 per oral exam upon receipt of signed invoice from RHORC RTC Trust fund.

Motion carried with the following vote:

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

#### **19.03 GWC - Approval of Standard Independent Contractor Agreement with Envision Education c/o Wendy Deras**

On a motion by Trustee Prinsky, seconded by Trustee Hornbuckle, the Board voted to approve the Standard Independent Contractor Agreement with Envision Education c/o Wendy Deras.

The contractor would coordinate and administer certified nurse assistant exams, hire, train and pay qualified staff.

**Term:** July 16, 2020 - June 30, 2021

**Fiscal Impact:** NTE \$150,000. Compensation based on the number of exams paid \$30 per manual exam, \$10 per written exam, and \$15 per oral exam upon receipt of signed invoice from RHORC RTC Trust fund.

Motion carried with the following vote:

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

#### **19.04 GWC - Approval of Standard Independent Contractor Agreement with Alex Nino D. Lajada**

On a motion by Trustee Hornbuckle, seconded by Trustee Moreno, the Board voted to approve the Standard Independent Contractor Agreement with Alex Nino D. Lajada.

The contractor would coordinate and administer certified nurse assistant exams, hire, train and pay qualified staff.

**Term:** July 16, 2020 - June 30, 2021

**Fiscal Impact:** NTE \$280,000. Compensation based on the number of exams paid \$30 per manual exam, \$10 per written exam, and \$15 per oral exam upon receipt of signed invoice from RHORC RTC Trust fund.

Motion carried with the following vote:

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

#### **19.05 DIS - Approval of Amendment #1 to the Standard Professional Services Agreement with Ninyo and Moore**

On a motion by Trustee Hornbuckle, seconded by Trustee Prinsky, the Board voted to approve Amendment #1 to the Standard Professional Services Agreement with Ninyo and Moore.

In June 2019, Ninyo & Moore submitted a cost proposal for the Orange Coast College Professional Mariner Training Center project and were contracted to provide Geotechnical services testing. After receiving Board approval, a purchase order was generated for \$66,364.

The original proposed amount was provided prior to the start of construction and estimated 1 week (40 hours) of services for shoring installation and 1 week (40 hours) of earthwork construction for building pad preparation. In order to support a revised shoring installation schedule of seven weeks as well as additional services to evaluate the removal of the onsite dirt stockpile generated during the shoring installation, Ninyo and Moore requested an additional \$40,000 to cover all remaining work.

**Term:** April 16, 2019 - June 30, 2021

**Fiscal Impact:**

Original Contract Amount: \$66,364

Amendment #1: \$40,000

New Contract Total: \$106,364 (~60.3% Increase)

General Obligation Measure M Bond Funds



Motion carried with the following vote:

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

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

### **20.01 DIS - Funded Programs**

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

**Coastline Community College** received from the U.S. Department of Education, under the Federal Coronavirus Aid, Relief, and Economic Security (CARES) Act, Institutional Portion, funding to cover any costs associated with significant changes to the delivery of instruction due to the coronavirus. Costs covered included expanding remote learning programs, building Information Technology capacity to support such programs, and training faculty and staff to operate effectively in a remote learning environment.

**Fiscal Impact:** Coastline Community College received \$317,105 from May 1, 2020 to April 30, 2021. No matching funds required.

**Golden West College** received from the U.S. Department of Education, under the Federal Coronavirus Aid, Relief, and Economic Security (CARES) Act, Institutional Portion, funding to cover any costs associated with significant changes to the delivery of instruction due to the coronavirus. Costs covered included expanding remote learning programs, building Information Technology capacity to support such programs, and training faculty and staff to operate effectively in a remote learning environment.

**Fiscal Impact:** Golden West College received \$2,159,071 from May 7, 2020 to May 6, 2021. No matching funds required.

**Golden West College** received from the U.S. Department of Education, under the Federal Coronavirus Aid, Relief, and Economic Security (CARES) Act, Minority Serving Institution Portion, funding to cover costs associated with significant changes to the delivery of instruction due to the coronavirus. These funds were used primarily for grants to students for any component of the student's cost of attendance, including tuition, course materials, and technology. In addition, these funds were utilized to cover costs associated with significant changes to the delivery of instruction due to the coronavirus such as support institutional cost to expand remote learning programs, build Information Technology capacity to support such programs, and train faculty and staff to operate effectively in a remote learning environment.

**Fiscal Impact:** Golden West College received \$301,539 from June 4, 2020 to June 3, 2021. No matching funds required.

**Orange Coast College** received from the U.S. Department of Education, under the Federal Coronavirus Aid, Relief, and Economic Security (CARES) Act, Institutional Portion, funding to cover any costs associated with significant changes to the delivery of instruction due to the coronavirus. Costs covered included expanding remote learning programs, building Information Technology capacity to support such programs, and training faculty and staff to operate effectively in a remote learning environment.

**Fiscal Impact:** Orange Coast College received \$4,560,234 from May 1, 2020 to April 30, 2021. No matching funds required.

**Orange Coast College** received from the U.S. Department of Education, under the Federal Coronavirus Aid, Relief, and Economic Security (CARES) Act, Minority Serving Institution Portion, funding to cover costs associated with significant changes to the delivery of instruction due to the coronavirus. These funds were used primarily for grants to students for any component of the student's cost of attendance, including tuition, course materials, and technology. In addition, these funds were utilized to cover costs associated with significant changes to the delivery of instruction due to the coronavirus such as support institutional cost to expand remote learning programs, build Information Technology capacity to support such programs, and train faculty and staff to operate effectively in a remote learning environment.

**Fiscal Impact:** Orange Coast College received \$740,846 from June 3, 2020 to June 2, 2021. No matching funds required.

Motion carried with the following vote:

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

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

### **21.01 CCC - Ratification of Vision 2025 Educational Master Plan**

On a motion by Trustee Moreno, seconded by Trustee Hornbuckle, the Board voted to ratify the Coastline College Vision 2025 Educational Master Plan.

The Coastline College President and the College's Shared Governance Planning Councils presented Coastline College's Vision 2025 Educational Master Plan.

Motion carried with the following vote:

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



## **21.02 CCC - Authorization for Destruction of Extended Learning Division Records**

On a motion by Trustee Moreno, seconded by Trustee Hornbuckle, the Board voted to authorize the destruction of paper copies of CCC Extended Learning Division records from various dates between 2004-2014. The records were Class 3 - Disposable.

Motion carried with the following vote:

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

## **21.03 OCC - Approval of Tuition Fee Increase for OCC's Harry & Grace Steele Children's Center**

On a motion by Trustee Hornbuckle, seconded by Trustee Moreno, the Board voted to approve the Orange Coast College Harry & Grace Steele Children's Center increase in the child care tuition fee by an average of 6% for all class levels of child care as revised.

The Children's Center requested a fee increase of an average of 6% for all class levels in order to address the financial impact due to pay rate increases of short-term and substitute employees, as well as the increase in the pay schedule of permanent staff since the last tuition increase. The Center's operating budget also experienced impact due to the loss of revenue resulting from the campus closure.

Motion carried with the following vote:

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

## **21.04 OCC - Authorization to Conduct A Study Abroad Program in Paris, France**

On a motion by Trustee Prinsky, seconded by Trustee Hornbuckle, the Board voted to authorize two study abroad programs in Paris, France, from June 15 - July 15, 2021.

Jonathan Fletcher, OCC professor, served as faculty and taught Photography A100 - Basic Digital Photography. All logistical arrangements were handled by program service provider Accent, Intl. Due to the COVID-19 pandemic, the class would only take place in accordance with guidance from federal, state and local health departments, and authorities.

**Fiscal Impact:** NTE \$13,186. Funded by the College and the course generated FTES.



John Chris Kerins, OCC professor, served as faculty and taught Art A120 - Beginning Drawing. All logistical arrangements were handled by program service provider Accent, Intl. Due to the COVID-19 pandemic, the class would only take place in accordance with guidance from federal, state and local health departments, and authorities.

**Fiscal Impact:** NTE \$10,648. Funded by the College and the course generated FTES.

Motion carried with the following vote:

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

**21.05 DIS - Approval of Amended 2020/2021 Salary Schedules for Classified Staff, Confidential, Management, and Executive Employees, as well as the Board of Trustees**

On a motion by Trustee Moreno, seconded by Trustee Prinsky, the Board voted to adopt the salary schedules listed below effective July 1, 2020 and January 1, 2021 for the VV Salary Schedule.

With respect to the LL Salary Schedule for Executives, the recommendation was to reduce the Chancellor's salary by 7% and the Executives' salary by 5% along with a suspension of step movement for the 2020-21 fiscal year. With respect to the DG Salary Schedule for Classified Management and Educational Administrators, the recommendation was to suspend step movement for the 2020-21 fiscal year and all management employees retained their 2019-20 salary.

Classified – EE, E0, and E1

Step movement suspended for 2020-21 and all employees retained their 2019-20 salary.

Confidential – JJ

Step movement suspended for 2020-21 and all employees retained their 2019-20 salary.

Classified Management and Educational Administrators – DG

Step movement suspended for 2020-21 and all employees retained their 2019-20 salary.

Executive – LL

Step movement suspended for 2020-21; Chancellor to be reduced 7%; and Vice Chancellors and Presidents to be reduced 5%.

Board of Trustees – VV

The individual rates will be reduced by 7%.

**Fiscal Impact:** Changes to the salary schedules will reduce the overall salary expenditures in 2020-21.

Motion carried with the following vote:

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

#### **21.06 DIS - Approval of 2020/2021 Faculty Special Rates**

On a motion by Trustee Moreno, seconded by Trustee Prinsky, the Board voted to adopt the Faculty Special Rates effective July 1, 2020.

The Faculty Special Rates were submitted with 0% COLA in accordance with the negotiated terms set forth in the respective collective bargaining agreement. There were no revisions, and the rates proposed for 2020-21 remained the same as the rates from 2019-20.

Motion carried with the following vote:

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

#### **21.07 DIS - Approval of the 2020-2021 Salary Schedule for the Cybersecurity Apprenticeship**

On a motion by Trustee Prinsky, seconded by Trustee Hornbuckle, the Board voted to adopt the Cybersecurity Apprenticeship salary schedule effective July 1, 2020.

Under this apprenticeship program at Coastline, students achieved competency, wrote programs, developed network security plans, installed tools in the field of network security, built and maintained secure networks, defended computer networks from outside attacks, and demonstrated the ability to analyze data on a compromised computer.

Motion carried with the following vote:



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

**21.08 DIS - Approval of Amendments to Executive Educational Administrator Employment Agreements**

On a motion by Trustee Hornbuckle, seconded by Trustee Moreno, the Board voted to approve the Amendments to the Executive Educational Administrator Employment Agreements as set forth in the 2020/2021 Salary Schedule LL. The new salaries were as follows:

Dr. Loretta Adrian	\$254,515
Dr. Marco A. Baeza	\$228,102
Dr. W. Andrew Dunn III	\$254,515
Tim M. McGrath, JD	\$228,102
Dr. Andreea Serban	\$254,515
Dr. Angelica Suarez	\$228,102
Dr. John Weispfenning	\$303,301

Motion carried with the following vote:

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

**21.09 DIS - Approval of Educational Administrator Employment Agreement (Daniel Johnson, GWC)**

On a motion by Trustee Moreno, seconded by Trustee Hornbuckle, the Board voted to approve the employment agreement with Daniel Johnson as Athletic Director at Golden West College at an annual salary of \$131,426.

On June 17, 2020, the Board approved the appointment of Daniel Johnson to the position of Athletic Director at Golden West College, commencing on June 18, 2020 and ending on June 30, 2022.

Motion carried with the following vote:

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

**21.10 DIS - Approval of Revised Educational Administrator Employment Agreement (Sara Head, OCC)**

On a motion by Trustee Hornbuckle, seconded by Trustee Prinsky, the Board voted to approve the revised employment agreement with Sara Head as Program Director, Adult Education at Orange Coast College with the corrected annual salary of \$123,683.00.

This item was approved at the December 11, 2019 Board meeting and was resubmitted to correct the annual salary.

Motion carried with the following vote:

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

**21.11 DIS - Ratification of Successor Collective Bargaining Agreement with Coast Federation of Educators/American Federation of Teachers Local 1911 for the term of July 1, 2020 through June 30, 2023**

On a motion by Trustee Prinsky, seconded by Trustee Moreno, the Board voted to ratify the successor collective bargaining agreement ("CBA") between the District and CFE/AFT Local 1911 as revised.

Appendices would be brought to a future Board meeting for ratification.

Motion carried with the following vote:

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

**21.12 DIS - Authorization to Enter into Memorandum of Understanding with the Orange County Clerk-Recorder for the Use of the Secure Government to Government (G2G) Portal Access**

On a motion by Trustee Prinsky, seconded by Trustee Hornbuckle, the Board voted to authorize entering into a Memorandum of Understanding with the Orange County Clerk-Recorder for use of the Secure Government to Government (G2G) Portal, and to authorize the Chancellor or designee to sign related documents for submission.



Upon conclusion of public works projects, the District Facilities Department filed Notice(s) of Completion (NOC) with the County of Orange. The recording of a NOC triggered statutory requirements required by public contract code. Historically, each NOC was manually drafted, signed, notarized, and mailed to the County of Orange for recording. In lieu of traditional mail processing, the County offered the electronic recording program which benefitted business processes via cost avoidance, electronic records and tracking capabilities, and increased efficiency.

**Term:** Upon Board Approval of the Memorandum of Understanding, until the Coast Community College District indicated the desire to terminate usage.

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

Motion carried with the following vote:

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

**21.13 DIS - Approval of Change Order No. 1 for Orange Coast College Kinesiology & Adaptive P.E. Project - Bid No. 2130 - Bid Package 25**

On a motion by Trustee Moreno, seconded by Trustee Hornbuckle, the Board voted to approve Change Order No. 1, Orange Coast College Kinesiology & Adaptive P.E. Project, Bid No. 2130, Bid Package 25, and authorized the President of the Board of Trustees or designee to sign any related documents.

In November 2018 the Board authorized contracts to construct the Orange Coast College Kinesiology & Adaptive P.E. Project. As a whole, the awarded contracts totaled \$38,907,846 for the complete construction of this project, with Bid Package #25 – Electrical (BP#25) being awarded to A.J. Kirkwood & Associates in the amount of \$4,161,096. By request of the campus, approval of change order No. 1 authorized electrical changes needed to accommodate the new campus standard door hardware and card access readers. The changes included additional electrical and the corresponding conduit at doors as well as the addition of ADA bollards to activate main entrance doors.

**Term:** December 3, 2018 - June 29, 2020

**Fiscal Impact:**

Original Project Contract Amount: \$4,161,096

Total Change Order No. 1: \$24,292

New Total: \$4,185,388 (~0.6% Increase)

Paid from Measure M Bond Funds, OCC Kinesiology & Adaptive P.E. Project

Motion carried with the following vote:

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

**21.14 DIS - Approval of Change Order No. 1 for Orange Coast College Kinesiology & Adaptive P.E. Project - Bid No. 2130 - Bid Package 14**

On a motion by Trustee Hornbuckle, seconded by Trustee Moreno, the Board voted to approve Change Order No. 1, Orange Coast College Kinesiology & Adaptive P.E. Project, Bid No. 2130, Bid Package 14, and authorized the President of the Board of Trustees or designee to sign any related documents.

In November 2018 the Board authorized contracts to construct the Orange Coast College Kinesiology & Adaptive P.E. Project. As a whole, the awarded contracts totaled \$38,907,846 for the complete construction of this project, with Bid Package #14 – Glass and Glazing (BP#14) being awarded to E&R Glass Contractors in the amount of \$633,837. By request of the campus, approval of Change Order No. 1 authorized the procurement and installation of different door frames in specific areas of the building that were impacted by the integration of the new campus standard door hardware and card access system.

**Term:** December 3, 2018 - June 29, 2020

**Fiscal Impact:**

Original Project Contract Amount: \$633,837

Total Change Order No. 1: \$20,235

New Total: \$654,072 (~3.2% Increase)

Paid from Measure M Bond Funds, OCC Kinesiology & Adaptive P.E. Project

Motion carried with the following vote:

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

**21.15 DIS - Approval of Change Order No. 1 for Orange Coast College Student Union Complex - Bid No. 2119 - Bid Package 22**

On a motion by Trustee Hornbuckle, seconded by Trustee Moreno, the Board voted to approve Change Order No. 1, Orange Coast College Student Union Complex, Bid No. 2119, Bid Package 22, and authorized the President of the Board of Trustees or designee to sign any related documents.



On August 15, 2018 the Board of Trustees awarded Bid No. 2119, Bid Package 22 – Plumbing, to JPI Plumbing Inc for the construction of Orange Coast College's new 119,000 square foot, three-story College Center building and a new 40,600 square foot two-story Student Life building. After review from the OC Health Department, additional gas and drainage line connections were required in select areas of the building. Modifications included alterations to sewer drains for the truck wash, additional area drains on 2nd floor Student Union exterior deck to improve drainage and longevity of the concrete as well as floor and mop sinks being added to improve cleaning capabilities in kitchen and restroom areas.

**Term:** August 23, 2019 - January 5, 2021

**Fiscal Impact:**

Original Contract Amount: \$3,330,000

Change Order No. 1: \$46,140

New Contract Total: \$3,376,140 (~1.4% Increase)

General Obligation Measure M Bond Funds

Motion carried with the following vote:

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

Noes: None

Abstain: None

Absent: Trustee Patterson

**21.16 DIS - Approval of Change Order No. 1 for Orange Coast College Kinesiology & Adaptive P.E. Project - Bid No. 2130 - Bid Package 12**

On a motion by Trustee Moreno, seconded by Trustee Hornbuckle, the Board voted to approve Change Order No. 1, Orange Coast College Kinesiology & Adaptive P.E. Project, Bid No. 2130, Bid Package 12, and authorized the President of the Board of Trustees or designee to sign any related documents.

In November 2018 the Board authorized contracts to construct the Orange Coast College Kinesiology & Adaptive P.E. Project. As a whole, the awarded contracts totaled \$38,907,846 for the complete construction of this project, with Bid Package #12 – Doors, Frames, Hardware, Overhead Doors (BP#12) being awarded to Star Hardware in the amount of \$408,480.00. By request of the campus, approval of change order No. 1 authorized changes needed in order to accommodate the new campus standard door hardware and card access readers. These changes included additional gate hardware and door closers that were required by the OC Health Department to ensure the safety of patrons visiting the facility.

**Term:** December 3, 2018 - June 29, 2020

**Fiscal Impact:**

Original Project Contract Amount: \$408,480

Total Change Order No. 1: \$28,303

New Total: \$436,783 (~6.0% Increase)

Paid from Measure M Bond Funds, OCC Kinesiology & Adaptive P.E. Project

Motion carried with the following vote:

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

Noes: None

Abstain: None

Absent: Trustee Patterson

**21.17 DIS - Approval of Change Order No. 1 for Orange Coast College Student Union Complex - Bid No. 2119 - Bid Package 13**

On a motion by Trustee Prinsky, seconded by Trustee Hornbuckle, the Board voted to approve Change Order No. 1, Orange Coast College Student Union Complex, Bid No. 2119, Bid Package 13, and authorized the President of the Board of Trustees or designee to sign any related documents.

On August 15, 2018 the Board of Trustees awarded Bid No. 2119, Bid Package 13 – Metal Stud Framing, to Caston, Inc for the construction of Orange Coast College’s new 119,000 square foot, three-story College Center building and a new 40,600 square foot two-story Student Life building. In May 2020, the Board authorized electrical modifications which included additional wireless access points (WAPS), security cameras, and the corresponding cabling infrastructure. These electrical modifications impacted finished drywall and fireproofing in areas throughout the building. Approval of change order No. 1 covered the materials and labor to make the necessary repairs and in the affected areas.

**Term:** August 23, 2019 - January 5, 2021

**Fiscal Impact:**

Original Contract Amount: \$9,058,000

Change Order No. 1: \$67,138

New Contract Total: \$9,125,138 (~0.74% Increase)

General Obligation Measure M Bond Funds

Motion carried with the following vote:

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

Noes: None

Abstain: None

Absent: Trustee Patterson



**21.18 DIS - Approval of Change Order and Contract Adjustments for 2 Trade Contractors, Orange Coast College Kinesiology & Adaptive P.E. Project, Bid No. 2130**

On a motion by Trustee Prinsky, seconded by Trustee Hornbuckle, the Board voted to approve Change Order No. 1, Orange Coast College Kinesiology & Adaptive P.E. Project, Bid No. 2130, Bid Package #11 & Bid Package #20 and authorized the President of the Board of Trustees or designee to sign any related documents.

In June 2018 the Board authorized contracts with 24 prime contractors to construct the Orange Coast College Kinesiology & Adaptive P.E. Project. As a whole, the awarded contracts totaled \$38,907,846 for the complete construction of this project. Of that total, Bid Package #11 Architectural Millwork (BP#11) was awarded to Spooner's Woodworks in the amount of \$542,640 and Bid Package #20 (BP#20), Miscellaneous Specialties (BP#20) was awarded to ISEC, Inc in the amount of \$1,137,700. During the course of construction, new building signage was designed and approved by the signage taskforce and division user groups. As a result of this change, Spooner's Woodworks, the contractor originally responsible for the signage fabrication and installation, was unable to complete the new scope. Approval of this change order reduced Spooner's Woodworks contract amount, while simultaneously increasing ISEC Inc's contract, who performed the fabrication and installation of the new signage.

**Fiscal Impact:** (\$1,852) returned to Measure M Bond Fund OCC Kinesiology & Adaptive P.E. Project.

Motion carried with the following vote:

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

**21.19 DIS - Bid Tabulations and Award of Contracts for Golden West College I.T. Relocation - Bid No. 2155**

On a motion by Trustee Moreno, seconded by Trustee Hornbuckle, the Board voted to award the Standard Contractor Services Agreement for Bid No. 2155 to the lowest responsive and responsible bidder: Speedy Fix, Inc.

Golden West College sought contractor services to repurpose approximately 3,000sf of classroom and storage space in the criminal justice building to accommodate the Golden West College information technology staff. Demolition of IT staff's existing location was required to build the new, partially state funded Language Arts Complex.

Advertisements for the project were published in the Daily Pilot on May 15, 2020 and May 22, 2020. Additionally, notices were sent out to 380 vendors utilizing the Planet Bids portal. Two bids were received and opened on June 9, 2020. A scope review meeting was held by the campus project team and the bid was deemed responsive.

The bid results were as follows:

<u>Bid Received From:</u>	<u>Total Bid:</u>
<b>Speedy Fix Inc. 3609 W. Macarthur Blvd #814 Santa Ana, CA 92704</b>	<b>\$96,240</b>
Corner Keystone Construction Corporation	\$137,880

**Fiscal Impact:** \$96,240 which included \$8,000 in project allowance paid from General Obligation Measure M Bond Funds.

Motion carried with the following vote:

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

## **22.00 Resolutions**

### **22.01 Resolution #20-46 Establishing the Authorization of Interfund Borrowing of Funds for FY 2020-21**

On a motion by Trustee Hornbuckle, seconded by Trustee Prinsky, the Board voted to adopt Resolution #20-46 as revised, establishing the authorization of Interfund Borrowing of Funds for Fiscal Year 2020-21.

The Interfund Borrowing Resolution authorized that monies held in any fund or account could be temporarily transferred to another fund or account of the District for payment of obligations as authorized in the California Community College Budget and Accounting Manual (BAM) during the fiscal year of 2020-21.

Motion carried with the following vote:

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



## **23.00 Approval of Minutes**

### **23.01 DIS - Minutes**

On a motion by Trustee Moreno, seconded by Trustee Hornbuckle, the Board voted to approve the Minutes of the following meetings:

June 17, 2020 Special Meeting  
June 17, 2020 Regular Meeting

Motion carried with the following vote:

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

## **24.00 Informational Reports**

### **24.01 Report from the Chancellor**

The Chancellor provided a report to the Board.

### **24.02 Reports from the College 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

### **24.03 Reports from the Academic Senate Presidents**

The following Academic Senate President provided a report to the Board:

Deborah Henry, Coastline College

### **24.04 Reports from the Classified Senate Presidents**

The following Classified Senate Presidents provided reports to the Board:

Kasie Hipp, Coastline College  
Dorsie Brooks, Golden West College

#### **24.05 Reports from the Presidents of Employee Representative Groups**

The following President of an Employee Representative Groups provided a report to the Board:

Dana Emerson, Coast District Management Association (CDMA)

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

The Trustees provided individual reports.

#### **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 Hornbuckle, seconded by Trustee Prinsky, the Board voted to adjourn the meeting at 6:49 p.m.

Motion carried with the following vote:

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

  
\_\_\_\_\_  
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**

### **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 is 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>
Franz, Ronald	OCC	Instructor, Aviation Maintenance Technology	08/21/20	4-O-21
Johnson, Nathan	OCC	Instructor, Kinesiology & Head Baseball Coach	08/21/20	13-O-21

#### **2. Ratification of Appointment of Substitutes, Academic Staff**

None.

#### **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:

##### **SUMMER 2020**

Appointments for the period 06/08/20-08/14/20.

##### **CCC**

<u>Name</u>	<u>Discipline</u>
Ahmadpanah, Seyed	Biology
Alweheiby, Julie Ann	Spanish
Amitoelau, Sylvia E	Business Computing
Anvia, Fredrick	Chemistry
Aprile, Judy L	Special Education
Ardinger, Charles Harold	English
Bilbruck, Peggy Garnet	Business
Blake, Dianna Jean	English
Bouley, Harold C	Real Estate
Breslaw, Cathy Lee	Art
Brock, Marilyn V	English
Brown, Kristina Janell	Sociology
Bryant, Derek T	Physics
Bund, Stefan L	Computer Information Systems
Butenko, Anton V.	Mathematics
Caldani, Patricia C	Biology

## ***APPENDIX***

	Pages
Public Employment.....	30-38



Can, Minh Anh	Mathematics
Chapman, Cheryl A	Education
Cisneros, Mark E	Mathematics
Cordovil, Heather Dohy	Special Education
Cratty, William S	Music
Crowley, Debra M	Computer Information Systems
Daniel, Marion E	English
Demchik, Lisa Lois	Biology
Diaz-Brown, William J	History
Do, Tu Hoang	Biology
Dobbs, Mia Summer	Biology
Eber, Lorie P	Sociology
Enomoto, Laura May	History
Everett, Michael Carl	Mathematics
Farnham II, Paul Terry	Mathematics
Forbes, Junko	Mathematics
Franklin, Robert L	Geography
Friend, Rachel Resnick	Communication Studies
Friend, Rebecca Ann	Special Education
Fuchs, David	French
Garvin, Timothy A	History
Gilgren, Michael Richard	Accounting
Greer, Mary Ruth	Biology
Gundy, Afaf R	Chemistry
Gutierrez, Diego	Physics
Hartl, Forrest Gregory	Theater
Hoekstra, Thomas R	Accounting
Horikawa, Kazumi Runa	Mathematics
Hornung, Christopher C	Music
Huff, Micheal John	Psychology
Isbell, Donald R	Computer Services Technology
Jaber, Jihad A	Mathematics
Jaeger, Nancy Jo	Special Education
Kelly, Mark P	Biology
Kelsey, David L	Philosophy
Kerr, Jeffrey T	Computer Services Technology
Khalaf, Jeremy Patrick	Chemistry
Khan, Mahbubur R	Physics
Kroll, Stephen R	Accounting
Leath, Jennifer Marie	Special Education
Leffler, Eric J	Art
Letterman, Bryce L	Law
Lopez, Michelle	English
Magrann, Tracey Marie	Biology
Marks, Karen A	Human Services
Marques, Donna Beth	Spanish

Matar, Fadi M C	Business
Mayfield V, James C	History
McDevitt, David J	English
McLucas, Karen L	Psychology
Menzing, Todd E	History
Mirfattah, Mehdi	Mathematics
Moeck, Heather Suzanne	Psychology
Morehouse, Karen B	English
Motter, Karen A	Business Computing
Muir, Jerrie R	Accounting
Navidnia, Soheila	Biology
Nguyen, David C	Vietnamese
Nguyen, Diem T	Mathematics
Niehaus, Rachel Elizabeth	Health
Ostrowski, Kenneth R	Chemistry
Ozborn, Katherine M	English
Perez-Gutierrez, Citlalli	Spanish
Petri, Michael C	Political Science
Rich, Frank Anthony	Biology
Rogoff, Meri I	English
Ryan, John Kevin	Mathematics
Ryan, Mutsuno Saito	Mathematics
Salimi, Layla	Counseling
Salvi, Lisa Jean	Anthropology
Sampson, Kevin C	Emergency Management
Satow, Jingfang	Chinese
Schachat, Carol G	Psychology
Schubel, Kathryn A.	Geology
Seto, Shoo	Mathematics
Shahin, Mohammad Walid	Chemistry
Shiring, Richard R	Mathematics
Skinner, Michael P	Chemistry
Smalls, Hayley Marie	Biology
Smith Jones, Lisa Lynn	Accounting
Smith, Luke Alexander	Mathematics
Song, Guoqiang	Mathematics
Steinberg, Linda Nguyen	Mathematics
Stillings, Lisa Marie	Accounting
Stockwell, Debra Ann	Biology
Syed, Erum Naz	Biology
Takahashi, Hiromi	Japanese
Tanner, William Thomas	Law
Tran, Chau D	Mathematics
Tran, Duy Quoc	Mathematics
Villalobos, Jose M	Mathematics
Volmer, Kimberly M	English



Walker, Ellis Waller  
 Walsh, Michelle Renee  
 Wehrle, Beck Ari  
 Wen, Edward Zhong  
 Windsor, Adrian S  
 Worley, Michelle Marie  
 Yang, James Szufu

Psychology  
 Geography  
 Biology  
 Chemistry  
 Humanities  
 Psychology  
 Mathematics

## **GWC**

### **Name**

### **Discipline**

Armstrong, Holly  
 Becker, Craig R.  
 Bershad, Bridget R.  
 Bowers, Samuel M.  
 Bruns, Katie L.  
 Bustos, Idalith  
 Call, Vanessa E.  
 Caputo, Danilo A.  
 Contreras, Ruben  
 Cowan, Rory W.  
 Dinh, Andrew  
 Engle, Stephanie A.  
 Escamilla, Dorian  
 Ferry, Michelle L.  
 Fields, Tami L.  
 Garcia, Amanda  
 Ghotra, Jaspreet K.  
 Gianunzio, Jennifer T.  
 Gimenez, Alejandro E.  
 Groves, Christy T.  
 Guter, Bruce  
 Haley, Michelle L.  
 Haynes-Nicholls, Holly A.  
 Hernandez Rios, Casandra  
 Hill, Douglas E.  
 Humphrys, Teri L.  
 Jacobsen, David M.  
 Jellison, Kevin T.  
 Jimenez, Kelsey L.  
 Jimmerson, Charles A.  
 Klein, Thomas G.  
 Kubes, Christina M.  
 Lopez, Monica  
 Lozano-Sagusay, Jeannine

Health Education Skills  
 Political Science  
 Counselor  
 Speech and Communications  
 Speech and Communications  
 English  
 English  
 English  
 Spanish  
 Theatre Arts  
 College Success  
 Physical Education  
 Counselor  
 History  
 Physical Education  
 Counselor  
 Sign Language  
 English  
 Physical Education  
 English  
 Librarian  
 Geography  
 History  
 English  
 Philosophy  
 Anthropology  
 Anthropology  
 Music  
 Theatre Arts  
 Physical Education  
 Political Science  
 College Success  
 Librarian  
 Counselor

Marten, Connie A.	College Success
McPherson, Deborah K.	Speech and Communications
Menzing, Todd E.	History
Migliorini, Barry G.	Physical Education
Moriarty, Kathleen A.	Geography
Nguyen, Aileen X.	ESL
Nielson, Toni B.	Speech and Communications
Olvey, Kathy T.	English
Ontiveros, Manuel T.	Political Science
Page, James S.	Philosophy
Pham, Viethang T.	English
Phan, Jennie	College Success
Proud, Crystal M.	College Success
Ramos, Andrew C.	Physical Education
Rauterkus, Michael A.	College Success
Ruggeri-Dilello, Tiffany A.	Speech and Communications
Sandowicz, Ryan D.	English
Schenk, Lauren	Librarian
Sin, Monica	Counselor
Singh, Herman P.	Economics
Soqui-Lopez, Susana	Spanish
Sperling, Julien A.	Speech and Communications
Tran, Michael	Counselor
Tran, Phien T.	Counselor
Villeda, Karina	Counselor
Vogel, Karen	Librarian
Wagner, Summer L.	Speech and Communications
Zeltner, Christina E.	College Success
Ziemann, Earl J.	College Success

## OCC

### Name

### Discipline

Abdoli, Mansour	Mathematics
Aguirre, Bianca	Counselor
Anand, Preetha	Chemistry
Arcemont, Jay M.	Aviation
Bell III, John O.	Communication Skills
Blasius, Mary E.	Marine Sciences
Bogle, Dennis J.	Construction
Brewer, Arthur J.	Photography
Bucholtz-Magallon, Cheryl N.	Basic Skills -ESL
Butenko, Anton V.	Mathematics
Cambron, Javier A.	Architecture
Castillo, Kevin	Counseling



Choi, Timothy H.  
 Click, Sean M.  
 Donaldson, Lindsay C.  
 Figueroa, Luzanna  
 Frias, Mayra S.  
 Fritzler, Amythyst D.  
 Fullman, Aaron M.  
 Giordano, Dave A.  
 Gomez, Jaime H.  
 Gressier, Pamela S.  
 Groenewold, Zachary J.  
 Haeri, Shadi F.  
 Halkia, Georgia  
 Hall, William S.  
 Hare Jr, William H.  
 Hart, John L.  
 Heneks, Kasara  
 Hojo, Hiroko  
 Hopkins, Dustin E.  
 Hung, Emily M.  
 Kikawa, Jonathan R.  
 Klammer, Karen  
 Kuznetsov, Kira M.  
 Le, Sunny N.  
 Lee, Stephen C.  
 Leonard, Norman T.  
 Mang, Dorri L.  
 Mann, Michael R.  
 Maxwell, John W.  
 McKeachie, Ashley L.  
 Melendez Sierra, Ramon  
 Merlo, Adrienne S.  
 Mitchell, Michele M.  
 Moniz, Pamela S.  
 Mora, Flory T.  
 Murdy, David H.  
 Nanavati, Paras D.  
 Nguyen, Dai P.  
 Nguyen, Huy P.  
 Northrup, Scott J.  
 Pecora, Heather L.  
 Peters, Jennifer L.  
 Phillips, David I.  
 Pineda, Edward M.  
 Pipion, Christiaan P.

Mathematics  
 Basic Skills -ESL  
 Anthropology  
 Architecture  
 Counseling  
 Dance  
 Communication Skills  
 Engineering  
 Communication Skills  
 English  
 Dance  
 Biology  
 Health Education  
 Film & Video  
 Photography  
 Film & Video  
 Mathematics  
 Dance  
 English  
 Music  
 Machining  
 Business  
 Mathematics  
 Mathematics  
 Construction  
 English  
 Communication Skills  
 Aviation  
 Welding  
 Kinesiology  
 Mathematics  
 Spanish  
 English  
 Biology  
 Spanish  
 Music  
 Architecture  
 Mathematics  
 Mathematics  
 Mathematics  
 Physical Education  
 Communication Skills  
 Aviation  
 Mathematics  
 Communication Skills

Plunkett, Angela M.	Art
Quinonez, Veronica S.	Counseling
Salim, Linda	Basic Skills -ESL
Salsitz, Maureen J.	Anthropology
Schenk, Lauren M.	Librarian
Smelser, Nadia	Music
Steindler, Savoyonne I.	Basic Skills -ESL
Stickel, Karl B.	Machining
Suh, Krystal J.	Basic Skills -ESL
Taibjee, Sukena F.	Librarian
Timmons, Nicholas S.	Astronomy
Tu, Kim N.	Chemistry
Valle, Martin A.	Spanish
Van Winkle, Dana J.	Communication Skills
Warner, Wesley M.	Computer/High Technology
Williams, Ann M.	Political Science
Winter, Amy N.	Psychology

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 07/01/20 to 06/30/21:

None.

#### 4. Approval of Appointment of Educational Administrator

In accordance with Board policies and procedures, the following academic administrative staff is 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>
Walker, Pam	OCC	Interim Vice President (60%)	07/16/20-12/18/20	OM-003/21

#### 5. Approval of Appointment of Retired CalPERS Annuitants

None.

#### 6. Approval of Appointment of Classified Management

None.

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

None.



## 8. Approval of Appointment of Confidential Staff

None.

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

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

### Reorganization

<u>Name</u>	<u>LOC</u>	<u>From</u>	<u>To</u>	<u>Effective</u>
Long, Mark	GWC	Administrative Assistant I	Financial Aid Specialist	07/01/20

### Reassignment

None.

### Reclassification

None.

## 10. Approval of Reclassification and Reorganization/Reassignment, Classified Management

None.

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

None.

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

None.

## 13. 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>
Tran, Emylie	OCC	Administrative Assistant	Accounting Technician	06/01/20	08/31/20

### 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>
Auduong, Michelle	OCC	Medical Assistant	Administrative Secretary	07/01/20	09/30/20

#### 14. 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:

##### Extension of End Dated for Project-Specific Assignments, Classified Staff

<u>Name</u>	<u>LOC</u>	<u>Title</u>	<u>Project-Specific Assignment</u>	<u>Start Dt</u>	<u>End Dt</u>
Cutting, Kristopher	OCC	Administrative Clerk, Sr.	Temporary duties that are not fixed and prescribed to the assigned position that exceed five working days.	06/01/20	07/31/20
Pirio, Jeanamarie	OCC	Student Success & Equity Specialist, Sr.	Temporary duties that are not fixed and prescribed to the assigned position that exceed five working days.	07/01/20	07/31/20