

REGULAR MEETING/STUDY SESSION MINUTES*

Board of Trustees Coast Community College District

Via Telephone

4:00 p.m. Closed Session, 5:00 p.m. Open Session

Wednesday, June 15, 2022

A Regular Meeting/Study Session of the Board of Trustees of the Coast Community College District was held on June 15, 2022 via telephone.

1.00 Preliminary Matters

1.01 Call to Order

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

1.02 Roll Call

Trustees Present: Trustees Grant, Hornbuckle, Moreno, Patterson and Prinsky

Trustees Absent: Student Trustee Fuentes-Perez 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-sections "d-2" and "e-2" of *Government Code* Section 54956.9. One case: Dispute with Community Services Network.

c. Conference with Legal Counsel – Anticipated Litigation

Potential litigation under sub-sections "d-2" and "e-3" of *Government Code* Section 54956.9: Claim by Crispina Soriano-Barrita

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 Supreme Court Case No. S262663

Angie de la Paz vs. Coast Colleges, Orange County Superior Court Case No. 30-2020-01166473

Angela Bell vs. Coast CCD, Orange County Superior Court Case No. 30-2021-01184221

Stanislav Dubrovskiy vs. Coast CCD, Arbitration

Stanislav Dubrovskiy vs. Coast CCD, Public Employment Relations Board Case No. LA-CE-6636-E

Tom Tran vs. Coast CCD, Department of Fair Employment and Housing Case No. 2021-05-1359112

Williams vs. Orange Coast College, U.S. Office for Civil Rights Case No. 09-21-2357

Richard Melim vs. Coast CCD, Equal Employment Opportunity Commission Case No. 480-2022-00190

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

Jose Altamarino vs. Coast CCD, WCAB Case No. 14539641

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

Rafael Herrera vs. Coast CCD, WCAB Case No. 15985980

Vincent Martinez vs. Coast CCD, WCAB Case No. 10547972

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

Phuong Phan vs. Coast CCD, WCAB Case No. 15039592

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

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
Director, DSPS
5. Approval of Appointment of Classified Management
6. Approval of Appointment of Classified Staff
Benefit Plans Technician
Financial Aid Specialist

IT Applications Developer
IT User Support Analyst
Student Retention Specialist
Student Success & Equity Specialist

7. Approval of Appointment of Confidential Staff
8. Approval of Reclassification and Reorganization/Reassignment, Classified Staff
IT Business Process Analyst
IT Business Process Analyst Senior
9. Ratification of Temporary Out of Class Assignments, Classified Management
10. Ratification of Project-Specific Assignment, Classified Management
Manager, Student Equity & Achievement
Manager, Student Success & Support Programs
11. Ratification of Temporary Out of Class Assignments, Classified Staff
Child Care Development Specialist
12. Ratification of Project-Specific Assignment, Classified Staff
Administrative Assistant II
Division Area/Office Coordinator
Graphic Designer
IT User Support Analyst
Maintenance Specialist, Team Lead
Student Services Assistant

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),
Classified Managers and Educational Administrators

1.05 Reconvene to Open Session

The meeting was reconvened by Board President Hornbuckle 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 c. Conference with Legal Counsel – Anticipated Litigation**, on a motion by Trustee Patterson, seconded by Trustee Prinsky, the Board voted to deny the claim of Crispina Soriano-Barrita.

Motion carried with the following vote:

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

For **Item 1.04 e. Public Employment**, on a motion by Trustee Prinsky, seconded by Trustee Moreno, the Board voted to approve and ratify the public employment items. (See Appendix pages 24-27)

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 Prinsky, seconded by Trustee Moreno, the Board voted to ratify Memorandum of Understanding #22-CO8 Orange Coast College Faculty Online Coordinator with Coast Federation of Educators/American Federation of Teachers.

Motion carried with the following vote:

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

Appointment of Chancellor

Board President Hornbuckle reported that during closed session of the June 15, 2022 Special Meeting, the Board voted unanimously to appoint Dr. Whitney Yamamura to serve as Chancellor of the Coast District effective September 1, 2022, subject to the subsequent approval of his employment agreement.

1.07 Public Comment

Rob Schneiderman addressed the Board.

1.08 Oath of Office - Student Trustee

The District Student Council Selection Committee convened on May 6, 2022 and voted to elect Jose Fuentes-Perez as Student Trustee for 2022-2023. Board President Hornbuckle officiated the Oath of Office for Jose Fuentes-Perez.

2.00 Public Hearing

2.01 Adoption of Coast Community College District Tentative Budget for FY 2022-23

Board President Hornbuckle opened the Public Hearing at 5:13 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 2022-2023 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 March 2022, First Apportionment. Any changes based on the enacted state budget that was signed by the Governor would be included in the FY 2022-23 Final Budget.

Beginning Balance

The Tentative Budget beginning balance was estimated to be \$45,300,768 or 18.9% (including the \$4.2 million from entity balances). The Tentative Budget reflected a balanced set of revenues and expenses. The beginning balance could fluctuate up or down due to the 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 2022-23 FY General Fund revenues were projected to be \$337.9 million. The revenue estimate included 5.33% COLA, 0% growth funds, and an estimated 1.0% deficit factor. Student fees remained at \$46 per unit.

Expenditure Estimate

The Tentative Budget included 5.33% COLA. Additional expenses included an estimated \$416,000 increase (1.3%) in the cost of delivering health benefits. The Employer contributions to the Public Employee Retirement System (PERS) were expected to increase from 22.91% to 25.4% of payroll. Employer contribution from the State Teachers Retirement System (STRS) employer rate increased from 16.92% to 19.1%, starting July 1, 2021. The combined effect across both programs was a net increase estimated at \$3.8 million. The 2022-2023 General Fund expenditures were projected to be \$383.3 million.

Undistributed Reserve

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 were prepared reflected a reserve amount of more than 10%. These estimates of fund balance would be refined with year-end closing and actual figures presented to the Board with the Final Budget on September 7, 2022.

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 15th day of September, but at least three days following availability of the Proposed Budget for public inspection, at which any resident in the district could appear and object to the proposed budget or any item in the budget.

Consistent with the requirements of 5 CCR § 58305, the Final Budget for the 2022-23 FY was scheduled for presentation and adoption on September 7, 2022. The annual Financial and Budget Report (CCFS 311) would be sent to the California Community College Chancellor's Office (CCCCO) on or before October 10, 2022.

This same regulatory framework required districts to send copies of their budgets to the County Office of Education by September 30 and to the California Community Colleges Chancellor's Office (CCCCO) on or before October 10. Lastly, districts would submit annual audited financial statements to the CCCCCO before December 31.

On a motion by Trustee Moreno, seconded by Trustee Patterson, the Board voted to adopt the Tentative Budget for the 2022-2023 Fiscal Year.

Motion carried with the following vote:

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

The Public Hearing was closed at 5:32 p.m.

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

3.01 Authorization under Brown Act, Government Code § 54953(e), for Conducting Board Meetings Remotely Due to the COVID-19 Emergency Because Meeting in Person Would Present Imminent Risks to the Health or Safety of Attendees

On a motion by Trustee Prinsky, seconded by Trustee Patterson, the Board voted to find that, for the next month, the state of emergency continued to directly impact the ability of the Trustees to meet safely in person, and state or local officials continued to impose or recommend measures to promote social distancing.

Motion carried with the following vote:

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

3.02 Acceptance of Retirements

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

Marilyn Bailey, Benefit Plan Technician, DIS, retirement effective June 30, 2022

Trang Cong Huyen Ton Nu, Administrative Clerk, GWC, retirement effective
September 1, 2022

Maria Traver, Counselor, OCC, Retirement effective July 1, 2022

Valerie Venegas, Scholarships & Events Coordinator, GWC, retirement effective
August 20, 2022

Arlene Vieau, OCC Instructor, retirement effective August 15, 2022

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

Motion carried with the following vote:

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

3.03 Reports from the Presidents of Student Government Organizations

Sierra Wisner, Associated Students of Orange Coast College President, provided a written report to the Board.

3.04 Acceptance of Associated Student Organizations Annual Reports and Assessments of Good Standing

On a motion by Trustee Grant, seconded by Trustee Prinsky, the Board voted to accept the Annual Reports, finding all three Associated Student Organizations to continue to be in Good Standing.

In accordance with Board Policy and Administrative Procedure 3600 Auxiliary Organizations, the college Associated Student Organizations submitted their Annual Reports and Good Standing Checklists.

Motion carried with the following vote:

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

3.05 CCC - Approval of the Associated Student Government of Coastline College 2022-2023 Annual Budget

On a motion by Trustee Moreno, seconded by Trustee Prinsky, the Board voted to approve the Associated Student Government of Coastline College 2022-2023 Annual Budget as presented.

Motion carried with the following vote:

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

3.06 GWC - Approval of the Associated Students of Golden West College 2022-2023 Annual Budget

On a motion by Trustee Prinsky, seconded by Student Trustee Fuentes-Perez the Board voted to approve the Associated Students of Golden West College 2022-2023 Annual Budget as presented.

Motion carried with the following vote:

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

3.07 OCC - Approval of the Associated Students of Orange Coast College 2022-2023 Annual Budget

On a motion by Trustee Moreno, seconded by Trustee Prinsky, the Board voted to approve the Associated Students of Orange Coast College 2022-2023 Annual Budget as presented.

Motion carried with the following vote:

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

3.08 Advocacy for the California Community Colleges Budget Priorities

On a motion by Trustee Prinsky, seconded by Trustee Moreno, the Board voted to ratify support for the shared budget priorities of the California Community College system.

The California Community College Chancellor's Office requested from its districts and campuses support for their 2022-2023 budget priorities through participation in a coalition letter. The Chancellor had signed onto the letter with the support of the Legislative Affairs Committee Chair, Trustee Prinsky, as it aligned with the priorities of the Board of Trustees, as expressed in Board Resolution #22-18 passed on March 16, 2022.

Motion carried with the following vote:

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

3.09 Chancellor's Goals for the District 2022-2023

On a motion by Trustee Prinsky, seconded by Trustee Grant, the Board voted to adopt the Chancellor's Goals for the District 2022-2023. In consultation with the Board of Trustees, the Chancellor developed and maintained a set of goals that identified priorities for each academic year.

Motion carried with the following vote:

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

3.10 Internal Audit Quarterly Report

Rachel Snell, Director of Internal Audit, provided a quarterly report for the Board that included projects completed, projects in progress and other services.

3.11 Reaffirmation of Student Trustee Rights

On a motion by Trustee Moreno, seconded by Trustee Prinsky, 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, Patterson, Prinsky and Fuentes-Perez
Noes:	None
Abstain:	None
Absent:	None

3.12 Consideration of Annual Compensation Increase for the Board of Trustees

On a motion by Trustee Moreno, seconded by Trustee Patterson, the Board voted to increase Trustee compensation by 5% for the 2022-2023 fiscal year.

Motion failed with the following vote:

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

3.13 DIS - Board Policy and Administrative Procedure for First Reading

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

BP 7330 Communicable Disease – Employees
AP 7330 Communicable Disease – Employees

3.14 DIS - Board Policy and Administrative Procedure for Deletion

On a motion by Trustee Grant, seconded by Trustee Prinsky, the Board voted to delete Board Policy 7336 and Administrative Procedure 7336 Certification of Freedom from Tuberculosis. The relevant text in Board Policy 7336 and Administrative Procedure 7336 was updated and incorporated into the revised versions of Board Policy 7330 and AP 7330 Communicable Disease – Employees, respectively.

Motion carried with the following vote:

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

3.15 Correction of Board Item: Non-Standard Annual Agreement for Contractor Services with PSOMAS - Board Meeting Date April 6, 2022

The Board had approved a Non-Standard Annual Agreement for Contractor Services with PSOMAS at its meeting of April 6, 2022. The Board item reflected an incorrect contract termination date of June 30, 2022. The correct contract termination date was June 30, 2023. The contract was correct, and there was no required action by the Board.

3.16 Board Meeting Dates

The Board reviewed upcoming meeting dates.

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

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

3.18 Board Directives and Reports Log

The Board reviewed the Board Directives and Reports Log.

Appointment of Provisional Trustee

Board President Hornbuckle reported that during the June 15, 2022 Special Meeting, the Board voted unanimously to appoint Elizabeth Dorn Parker to serve as provisional Trustee for Area 5, effective July 9, 2022.

4.00 Consent Calendar (Items 5.01 - 18.01)

Item 9.06 OCC - Non-Standard Independent Contractor Agreement with 32nd District Agricultural Association/OC Fair & Event Center was pulled by staff.

On a motion by Trustee Grant, seconded by Trustee Moreno, the Board voted to approve the balance of the Consent Calendar.

Motion carried with the following vote:

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

19.00 Discussion Calendar

20.00 Approval of Non-Standard Agreements in Excess of \$99,100

20.01 OCC - Non-Standard Cooperative Agreement No. C-2-2529 with Orange County Transportation Authority

On a motion by Trustee Moreno, seconded by Trustee Prinsky, the Board voted to approve the Non-Standard Cooperative Agreement No. C-2-2529 with Orange County Transportation Authority.

Orange County Transportation Authority hosted a college pass pilot program which provided unlimited fixed-route bus rides for all OCC students for a period of three years.

Term: August 1, 2022 – August 1, 2025

Fiscal Impact: \$369,617.40 flat fee (three years at a cost of \$184,808.70 per year; OCC paid for two years and received one year free). Paid with Categorical funds.

Motion carried with the following vote:

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

20.02 DIS - Non-Standard Independent Contractor Agreement with Clear Channel Outdoor

On a motion by Trustee Prinsky, seconded by Trustee Grant, the Board voted to approve the Non-Standard Independent Contractor Agreement with Clear Channel Outdoor.

Clear Channel provided advertising services throughout Orange County (digital billboards, posters, and transit shelters) for the Coast District.

Term: July 4, 2022 – January 29, 2023

Fiscal Impact: \$179,604 paid with District wide marketing funds.

Motion carried with the following vote:

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

20.03 DIS - Non-Standard Amendment No. 1 to the Professional Services Agreement with Twining Consulting

On a motion by Trustee Prinsky, seconded by Trustee Grant, the Board voted to approve Non-Standard Amendment No. 1 to the Professional Services Agreement with Twining Consulting.

As part of the Vision 2020 Facilities Master Plan, Golden West College constructed a 76,732 square foot complex to replace the existing Humanities Building. In the Governor's 2018-19 budget, the Coast Community College District was awarded approximately \$23M toward the construction of this facility as part of the State Capital Outlay Bond Program.

In accordance with Title 24 §4336, school construction projects required the geotechnical observation, testing, and reporting of Special Inspection Verified Reports to the Division of State Architects. These specific requirements were inclusive of multiple laboratory-based and field-based tests in order to ensure the integrity of construction.

In March 2021, authorization was given for Twining Consulting to proceed with field exploration, percolation testing, geotechnical laboratory testing, and complete engineering analysis for the GWC Language Arts Complex as identified in the scope of their proposal. Since that time, onsite observation and testing during pile, foundation, plus grade beam preparation and placement was more complex and took longer than expected. The cost proposal and the basis for the change reflected the level of effort required to complete the project observation and testing requirements and provide the DSA with a final report and project certification.

Term: March 2, 2021 – March 31, 2023

Fiscal Impact:

Original Contract Amount: \$94,536

Amendment No. 1: \$46,060

New Contract Total: \$140,596 (~48.72% Increase)

Paid with General Obligation Measure M Bond Funds

Motion carried with the following vote:

Ayes: Trustees Grant, Hornbuckle, Moreno, Patterson, Prinsky and Fuentes-Perez

Noes: None

Abstain: None

Absent: None

21.00 Revenue Generating Agreements/Contracts Over \$99,100

21.01 DIS – Funded Programs

On a motion by Trustee Prinsky, seconded by Trustee Grant, the Board voted to approve participation in the following funded programs and the contracts or amendments/revisions to the contracts:

Coastline Community College received a revised Participation Agreement from Rancho Santiago Community College District for the California Community Colleges Chancellor's Office Strong Workforce Program Regional Funding FY 2020-21. The Strong Workforce Program created more and better Career Technical Education programs across California. The revised Participation Agreement provided an additional \$40,000 for the Regional VR/AR Platform Identification & Pilot Project (originally \$50,000). All other terms and conditions remained unchanged.

Fiscal Impact: Coastline Community College received \$551,111 from July 1, 2020 to June 30, 2022. No matching funds required.

Golden West College received a revised Participation Agreement from Rancho Santiago Community College District for the California Community Colleges Chancellor's Office Strong Workforce Program Regional Funding FY 2020-21. The Strong Workforce Program created more and better Career Technical Education programs across California. The revised Participation Agreement reduced the Regional AR/VR Platform Identification & Pilot Project to \$10,000 (originally \$50,000). All other terms and conditions remained unchanged.

Fiscal Impact: Golden West College received \$476,111 from July 1, 2020 to June 30, 2022. No matching funds required.

Orange Coast College received Amendment 5 from California State University Fullerton for the U.S. Department of Education's Project RAISE: Regional Alliance in STEM Education grant program. Project RAISE provided students with an opportunity to engage in enrichment activities that enhanced their interest in and capability for pursuing careers in science and math. Amendment 5 made the following changes: 1) Extended the performance period to 9/30/2022; 2) Added \$10,000 to Agreement 5 (Year 6), total funds obligated were \$110,000; 3) Quarterly invoices required; 4) Sub-awardee required to supply institutional research data to assist in the assessment of the project as requested; and, 5) Sub-awardee required to submit semi-annual progress reports as requested. All other terms and conditions remained unchanged.

Fiscal Impact: Orange Coast College received \$110,000 from October 1, 2016 to September 30, 2022. No matching funds required.

Motion carried with the following vote:

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

22.00 Ratification/Approval of General Items of Business

22.01 DIS - Ratification of Non-Standard Learning-Aligned Employment Program Agreements with the California Student Aid Commission for Coastline Community College, Golden West College, and Orange Coast College

On a motion by Trustee Prinsky, seconded by Trustee Moreno, the Board voted to ratify the Non-Standard Learning-Aligned Employment Program Agreements with CSAC for Coastline Community College, Golden West College, and Orange Coast College, respectively.

The 2021-22 State budget appropriated \$200 million (with an additional \$300 million in the 2022-23 Governor's proposed budget) for the Learning-Aligned Employment Program (LAEP). This program allowed colleges to offer eligible students the opportunity to earn money to help defray their educational costs while gaining education-aligned, career-related employment. Participating students were employed in an educationally beneficial position that related to the student's area of study, career objective, or the exploration of career objectives. California community colleges were projected to receive more than half of statewide LAEP funding.

Term: July 1, 2022 – June 30, 2031

Fiscal Impact: Each college received annual funding for the duration of the agreement based on each college's share of students receiving a federal Pell Grant in the most recent prior fiscal year and the total number of participating community colleges. The colleges retained up to five percent of allocated funding for the administrative costs of the program.

Motion carried with the following vote:

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

22.02 DIS - Approval of Change Order No. 1 with Simco Mechanical, Inc. for the Orange Coast College Mariner Training Center; Bid No 2135, Package 12

On a motion by Trustee Moreno, seconded by Student Trustee Fuentes-Perez the Board voted to approve Change Order No. 1 with Simco Mechanical, Inc. for the Orange Coast College Mariner Training Center; Bid No 2135, Package 12.

On March 20, 2019 the Board awarded Bid No. 2135, Bid Package 12 – HVAC, to Simco Mechanical, Inc for the construction of Orange Coast College's new Professional Mariner Training Center. Due to overheating issues in the elevator machine room, it was determined by the design team that an AC unit, fan and control panels would be required for reliable operation. Change Order No. 1 reflected these changes, and the costs associated with this work were reviewed by the project team who found them to be fair and reasonable.

Term: March 20, 2019 – June 15, 2022

Fiscal Impact:

Original Contract: \$564,500

Change Order No. 1: \$7,524

New Contract Total: \$572,024 (1.3% Increase)

Paid with General Obligation Measure M Bond Funds

Motion carried with the following vote:

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

22.03 DIS - Approval of Change Order No. 1 with Rancho Pacific Electric, Inc. for the Orange Coast College Mariner Training Center; Bid No 2135, Package 13

On a motion by Trustee Moreno, seconded by Trustee Prinsky, the Board voted to approve Change Order No. 1 with Rancho Pacific Electric, Inc. for the Orange Coast College Mariner Training Center; Bid No 2135, Package 13.

On March 20, 2019 the Board awarded Bid No. 2135, Bid Package 13 – Electrical and Low Voltage, to Rancho Pacific Electric, Inc for the construction of Orange Coast College's new Professional Mariner Training Center. As required by the Division State of Architect, this

change order included lighting changes to Classroom B, modifications to the cooling system in the elevator machine room due to overheating, and changes to the fire alarm system. The work associated with this change order was reviewed by the project team who found the costs to be fair and reasonable.

Term: March 21, 2019 – June 30, 2022

Fiscal Impact:

Original Contract: \$1,372,700

Change Order No. 1: \$53,885

New Contract Total: \$1,426,585 (3.92% Increase)

Paid with General Obligation Measure M Bond Funds

Motion carried with the following vote:

Ayes: Trustees Grant, Hornbuckle, Moreno, Patterson, Prinsky and Fuentes-Perez

Noes: None

Abstain: None

Absent: None

22.04 DIS - Approval of Acting Educational Administrator Employment Agreement (Ramm Engle, Martha, GWC)

On a motion by Trustee Prinsky, seconded by Trustee Moreno, the Board voted to approve the employment agreement with Martha Ramm Engle as Acting Dean at Golden West College at a daily rate of \$663.29 commencing on June 13, 2022 and ending on October 3, 2022.

Motion carried with the following vote:

Ayes: Trustees Grant, Hornbuckle, Moreno, Patterson, Prinsky and Fuentes-Perez

Noes: None

Abstain: None

Absent: None

22.05 Ratification of New Classified Management Job Descriptions

On a motion by Trustee Moreno, seconded by Trustee Patterson, the Board voted to ratify the following Classified Management job descriptions effective June 15, 2022:

Regional Project Director, Career Education Grants

Program Director, Career Education Grants

The new positions were a result of funding awarded to support Career Education Grants. The positions provided regional oversight and administration of projects funded by various Career Education grants and categorical funds.

Motion carried with the following vote:

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

22.06 Ratification of Revised Classified Employee Job Description for Cybersecurity Project Specialist

On a motion by Trustee Prinsky, seconded by Trustee Patterson, the Board voted to ratify the Classified Employee job description of Cybersecurity Project Specialist (CyberPatriot & NetLab Projects) effective June 15, 2022. The revised job description was a result of the Electronic Position Description Questionnaire (ePDQ) process and to align the position with the scope of the grant project.

Motion carried with the following vote:

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

23.00 Resolutions

23.01 Resolution #22-26 to Approve January - March 2022 Budget Transfers for FY 21-22

On a motion by Trustee Prinsky, seconded by Trustee Moreno, the Board voted to adopt Resolution #22-26 to approve Q3, January - March 2021 Budget Transfers for FY 2020-21.

The California Code of Regulations (Title V) Section 58307, required the Board of Trustees to approve, by a majority vote, all transfers of funds between expenditure classifications. There was a total of 595 transfers for Q3, January - March, 2022, of which 367 were restricted.

Fiscal Impact: There was no cost associated with the Resolution, but it was integral to fiscal operations.

Motion carried with the following vote:

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

23.02 Resolution #22-27 to Increase Income and Expenditures for Adopted Budget FY 21-22

On a motion by Trustee Moreno, seconded by Trustee Prinsky, the Board voted to adopt Resolution #22-27 for approval of the Q3 Budget Revision, the Increase of Income and Expenditures for January - March 2022, FY 2021-22.

On September 1, 2021, the Coast Community College District Board of Trustees approved the FY 2021-22 budget. Some programs were not known at the time of adoption of the District budget, and at each quarter a resolution was advanced to the Board to reconcile emerging fiscal data.

As of March 31, 2022, District administration projected to have a net budget increase of \$6,939,205 during FY 2021-22. As this was not included in the 2021-22 Adopted Budget, it was necessary to adopt a resolution to increase income and expenditures for FY 2021-22.

Motion carried with the following vote:

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

23.03 Resolution #22-28 Allowing for the County Superintendent of Schools to Make Routine Budget Transfers

On a motion by Trustee Moreno, seconded by Trustee Prinsky, the Board voted to adopt Resolution #22-28 to allow the County Superintendent of Schools to make routine budget transfers (except from District reserves), as needed, at the close of Coast Community College District's FY 2021-22 and during FY 2022-23.

The resolution addressed the role of the County Superintendent of Schools in facilitating routine budget transfers (without overtly granting authority to move funds from the District's contingency reserves) to allow the payment of obligations of the District incurred during each school year. Despite the formal separation of the California K-12 School system and the Community College System, the Orange County Superintendent of Schools maintained certain oversight of payroll and budget functions. From an operational perspective, this resolution allowed the Orange County Department of Education to act as the District's agent with the offices of the Orange County Treasurer-Tax Collector and Auditor-Controller.

Fiscal Impact: There was no cost associated with the Resolution, but it was integral to fiscal operations.

Motion carried with the following vote:

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

23.04 Resolution #22-30 Approval of Change Order No.1 for the Orange Coast College Mariner Training Center; Bid No 2135, Package 13, Preferred Ceilings, Inc.

On a motion by Trustee Moreno, seconded by Trustee Prinsky, the Board voted to adopt Resolution #22-30 to approve Change Order No. 1 with Preferred Ceilings Inc for the Orange Coast College Professional Mariner Training Center Project, Bid No. 2135 without bidding.

On March 20, 2019 the Board awarded Bid No. 2135, Bid Package 9, to Preferred Ceilings, Inc for the construction of Orange Coast College's new Professional Mariner Training Center. As required by the Division of State Architect, the ceiling had to be modified in order to seismically attach the ceiling clouds to the structure without impeding on the new lighting layout and output. Execution of this Change Order resulted in Preferred Ceilings Inc. exceeding the 10% change order threshold for their contract. As a result, the Board was required to adopt a resolution for approval of additional work without bidding.

Term: March 21, 2019 – June 30, 2022

Fiscal Impact:

Original Contract: \$237,777

Change Order No. 1: \$35,364

New Contract Total: \$273,141 (14.87% Increase)

Paid with Orange Coast College Professional Mariner Training Center Measure M Funds

Motion carried with the following vote:

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

23.05 Resolution #22-31 Authorization to Procure Software and Hardware Upgrades to the Orange Coast College Access Control and CCTV Systems from Climatec, LLC

On a motion by Trustee Grant, seconded by Trustee Prinsky, the Board voted to adopt Resolution #22-31 authorizing the use of a cooperative purchasing agreement to procure software and hardware upgrades to the Orange Coast College access control and CCTV systems from Climatec, LLC.

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. Orange Coast College sought approval to procure software and hardware upgrades to the existing access control and CCTV systems. These enhancements increased the college's ability to control buildings through one centralized access control system and provided emergency lockdown functionality.

Term: June 16, 2022 – June 30, 2023

Fiscal Impact: \$730,824.71 paid with Orange Coast College Scheduled Maintenance Funds

Motion carried with the following vote:

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

23.06 Resolution #22-32 Imposition of a Hiring Freeze for July 2022 to June 2023 and Reorganization and Lateral Transfer Plan

On a motion by Trustee Moreno, seconded by Trustee Grant, the Board voted to adopt Resolution #22-32 imposing a Hiring Freeze for July 2022 to June 2023 and Reorganization and Lateral Transfer Plan.

On May 19, 2021 the Board approved Resolution #21-30 Imposition of a Hiring Freeze for July 2021 - June 2022 and Reorganization and Lateral Transfer Plan. As enrollments continued to stagnate or decline combined with increased expenditures, a continued hiring freeze was an appropriate step to manage personnel costs.

Motion carried with the following vote:

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

24.00 Policy Approval/Procedure Ratification

24.01 DIS - Board Policies for Approval and Administrative Procedures for Ratification

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

Chapter 4. Academic Affairs

- BP 4010 Academic Calendar
- AP 4010 Academic Calendar
- BP 4020 Program, Curriculum, and Course Development
- AP 4020 Program, Curriculum, and Course Development
- BP 4225 Course Repetition and Repeatability
- AP 4225 Course Repetition
- AP 4227 Repeatable Courses
- BP 4230 Grading and Academic Record Symbols
- AP 4230 Grading and Academic Record Symbols

Chapter 7. Human Resources

BP 7370 Political Activity – Revision
BP 7911 Work Out of Classification
AP 7911 Work Out of Classification
Motion carried with the following vote:

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

25.00 Approval of Minutes

25.01 DIS - Minutes

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

May 18, 2022 Regular Meeting
June 6, 2022 Special Meeting
June 7, 2022 Special Meeting

Motion carried with the following vote:

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

26.00 Informational Reports

26.01 Report from the Chancellor

The Chancellor provided a report to the Board.

26.02 Reports from the College Presidents

The following College Presidents provided written reports to the Board:

Dr. Vince Rodriguez, Coastline College
Dr. Angelica Suarez, Orange Coast College
Tim McGrath, Golden West College

26.03 Reports from the Academic Senate Presidents

Pete Bouzar, Golden West College Academic Senate President, provided a written report to the Board.

26.04 Reports from the Classified Senate Presidents

There were no reports.

26.05 Reports from Presidents of Employee Representative Groups

Shannon Quihuiz, Coast District Management Association President, provided a written report to the Board

26.06 Reports from the Board of Trustees

The Trustees provided individual reports.

27.00 Close of Meeting

27.01 Adjournment

The meeting was adjourned at 6:53 p.m. in honor of retiring Trustee David Grant and retiring Vice Chancellor Andy Dunn.


Jane Burton
Secretary of the Board

**The Student Trustee of the Coast Community College District is provided with an advisory vote to the Board of Trustees, per Board Policy 2015. As such, the Student Trustee's votes recorded within these minutes are advisory only in nature and are not counted in the final outcome of each action taken by the Board. Additionally, per Board Policy 2015, the Student Trustee does not participate in Closed Session meetings of the Board, therefore, votes reported from Closed Session will not include a reference to the Student Trustee.*

APPENDIX

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APPENDIX

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

1. Approval of Appointment of Full Time Faculty

In accordance with Board Policies and Administrative 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>
Alani, Mayada	OCC	Instructor, Computer Science	08/26/22	6-O-23
Keagan, Sectino	CCC	Counselor, DSPS	07/01/22	6-C-23
Miscione, Velvet (Tenured)	CCC	Counselor	07/01/22	8-C-23
Molla, Meklit	OCC	Counselor- EOPS	07/01/22	15-O-23
Nguyen, Jimmy	OCC	Instructor, Speech & Language Pathology & Program Coordinator/Director	08/26/22	14-O-23
Uchlik, Aleksandra	GWC	Instructor, Accounting	08/26/22	1-G-23

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 \$48.601/hr based on the part-time faculty daily miscellaneous teaching rate for services rendered during the 2021-22 academic year.

<u>CCC</u>	<u>Discipline</u>
Farahat, Elaf	Personal Health

<u>GWC</u>	<u>Discipline</u>
Ramm Engel, Martha	Theater Arts

<u>OCC</u>	<u>Discipline</u>
Alvarado, Annette	Culinary Arts
Coseley, Jessica	Music
De Silva, Elena	Culinary Arts
Faulkner, Jill	Biology

3. Ratification of Appointment of Part Time Faculty

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 07/01/21 to 06/30/22:

Cherney, Jonathan

4. Approval of Appointment of Educational Administrators

In accordance with Board Policies and Administrative 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>
Constein, Jason	OCC	Director, DSPS	07/25/22-06/30/24	OM-005-23

5. Approval of Appointment of Classified Management

In accordance with Board Policies and Administrative Procedures, the following Classified Management are recommended by the Vice Chancellor of Human Resources for appointment to advertised positions; these include promotions, new hires, and rehires:

None.

6. Approval of Appointment of Classified Staff

In accordance with Board Policies and Administrative 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>
Jones, Kerry	DIST	IT Applications Developer	06/16/22	D-011-22
Kao, Karen	DIST	Benefit Plans Technician	08/01/22	D-001-23
Krupansky, Christopher	DIST	IT User Support Analyst	06/29/22	D-008-22
Negreros, David	GWC	Student Success & Equity Specialist	06/20/22	G-015-22
Phan, Thuy	CCC	Financial Aid Specialist	06/20/22	C-005-22
Rodgers, Martina	OCC	Student Retention Specialist	06/27/22	O-035-22
Valencia, Berlin	GWC	Financial Aid Specialist	06/16/22	G-019-22

7. Approval of Appointment of Confidential Staff

In accordance with Board Policies and Administrative 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:

Reorganization

<u>Name</u>	<u>LOC</u>	<u>From</u>	<u>To</u>	<u>Effective</u>
Mack, Kyle	DIST	IT Business Process Analyst	IT Business Process Analyst Senior	06/16/22
Mihatov, Janell	DIST	IT Business Process Analyst Senior	IT Business Process Analyst	06/16/22

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:

Extension of End Dates for Out of Class Special Assignments

<u>Name</u>	<u>LOC</u>	<u>Title</u>	<u>Project-Specific Assignment</u>	<u>Extend From</u>	<u>Extend To</u>
Salazar, Felipe	OCC	Manager, Student Success & Support Programs	Temporary duties that are not fixed and prescribed to the assigned position that exceed five working days.	04/30/22	06/30/22
Sandoval, Maricela	OCC	Manager, Student Equity & Achievement	Temporary duties that are not fixed and prescribed to the assigned position that exceed five working days.	04/30/22	06/30/22

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>
Garcia, Tracey	OCC	Child Care Assistant	Child Care Development Specialist	06/01/22	06/30/22
Riessen, Heather	OCC	Child Care Assistant	Child Care Development Specialist	06/01/22	06/30/22

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>
Arinaga, Luis	CCC	Student Services Assistant	Temporary duties that are not fixed and prescribed to the assigned position that exceed five working days.	04/01/22	06/10/22
Hernandez, Laura	GWC	Administrative Assistant II	Temporary duties that are not fixed and prescribed to the assigned position that exceed five working days.	07/01/21	06/30/22
Kiefer, Jill	GWC	Division	Temporary duties that are not	05/05/22	06/30/22

Area/Office
Coordinator

fixed and prescribed to the
assigned position that exceed
five working days.

Extension of End Dates for Out of Class Special Assignments

<u>Name</u>	<u>LOC</u>	<u>Title</u>	<u>Project-Specific Assignment</u>	<u>Extend From</u>	<u>Extend To</u>
Hill, Kristen	GWC	Graphic Designer	Temporary duties that are not fixed and prescribed to the assigned position that exceed five working days.	05/01/22	06/30/22
Lakhani, Minesh	DIST	IT User Support Analyst	Temporary duties that are not fixed and prescribed to the assigned position that exceed five working days.	05/01/22	06/30/22
Parks, Greg	GWC	Graphic Designer	Temporary duties that are not fixed and prescribed to the assigned position that exceed five working days.	05/01/22	06/30/22
Salgado, Arturo	OCC	Maintenance Specialist, Team Lead	Temporary duties that are not fixed and prescribed to the assigned position that exceed five working days.	04/01/22	06/30/22
Spiratos, Jerry	DIST	IT User Support Analyst	Temporary duties that are not fixed and prescribed to the assigned position that exceed five working days.	05/01/22	06/30/22

