

# **REGULAR MEETING MINUTES\***

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

Thursday, October 6, 2022

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

A Regular Meeting of the Board of Trustees of the Coast Community College District was held on October 6, 2022 in the Board Room at the District Office located at 1370 Adams Avenue, Costa Mesa, CA.

### **1.00 Preliminary Matters**

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

The meeting was called to order at 4:00 p.m.

#### **1.02 Roll Call**

Trustees Present: Trustees Moreno, Parker, Patterson and Prinsky

Trustees Absent: Trustee Hornbuckle and Student Trustee Fuentes-Perez

#### **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: Existing Litigation**

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

*Coast CCD et al. vs. Commission on State Mandates*, California Court of Appeal Case No. C080349

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

*Angela Bell vs. Coast CCD*, California Court of Appeal Case No. G060741

*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

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

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

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

*Ildefonso Flores vs. Coast CCD*, WCAB Case No. 11921849

*Francisco Fonseca, Sr. vs. Coast CCD*, WCAB Case No. 7699536

*Constance George vs. Coast CCD*, WCAB Case No. 9152145

*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

*Elizabeth Sykes vs. Coast CCD*, WCAB Case No. 8672113

**c. Public Employment**

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

1. Approval of Appointment of Full Time Faculty
2. Ratification of Appointment of Substitutes, Academic Staff
3. Ratification of Appointment of Part Time Faculty
4. Approval of Appointment of Educational Administrators
5. Approval of Appointment of Classified Management  
Controller  
Director of Human Resources
6. Approval of Appointment of Classified Staff  
Administrative Assistant I  
Administrative Clerk, Special Programs  
Athletic Compliance Specialist  
Educational Technologies Specialist  
Foundation Development Coordinator  
Instructional Associate, Art/Ceramics  
Outreach Program Specialist, Adult Education
7. Approval of Appointment of Confidential Staff
8. Approval of Reclassification and Reorganization/Reassignment, Classified Staff
9. Ratification of Reclassification and Reorganization/Reassignment, Classified Mgmt
10. Ratification of Temporary Out of Class Assignments, Classified Management
11. Ratification of Project-Specific Assignment, Classified Management
12. Ratification of Temporary Out of Class Assignments, Classified Staff  
Student Activities Assistant

Student Life & Leadership Specialist

13. Ratification of Project-Specific Assignment, Classified Staff  
Area Facilitator  
Division/Area Office Coordinator  
Human Resources Analyst Senior  
Instructional Assistant

**d. Conference with Labor Negotiator**

Pursuant to *Government Code* Section 54957.6

**District Negotiators:**

Dr. Marco Baeza, Vice Chancellor Human Resources

Dr. Whitney Yamamura, 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 Vice President Prinsky at 5:00 p.m.

**1.06 Pledge of Allegiance**

Trustee Moreno led the Pledge of Allegiance.

**1.07 Report of Action in Closed Session**

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

For **Item 1.04 c. Public Employment**, on a motion by Trustee Moreno, seconded by Trustee Parker, the Board voted to approve and ratify the public employment items.  
(See Appendix pages 13-16)

Motion carried with the following vote:

Ayes: Trustees Moreno, Parker, Patterson and Prinsky

Noes: None

Abstain: None

Absent: Trustee Hornbuckle

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

22-CO9      Coordinator Position Guided Pathways – Ensure Learning  
22-CO10     Coordinator Position Early College Credit, Concurrent and Dual Enrollment

Motion carried with the following vote:

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

### **1.08 Public Comment**

There were no requests to address the Board.

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

### **2.01 Acceptance of Retirements**

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

Mariam Khosravani, College Foundation Director, CCC, Retirement Effective July 1, 2023  
Hoai-Huong Bush, Counselor, GWC, Retirement Effective June 30, 2023

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

Motion carried with the following vote:

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

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

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

John Bruning, Coastline College  
Roseleen Gerges, Golden West College

### **2.03 Opportunity for the Board of Trustees to Review and Take Preliminary Action on Board Policy 2715 Code of Ethics for Members of the Board of Trustees**

Trustees performed an annual review of Board Policy 2715, Code of Ethics for Members of the Board of Trustees. Based on review and input, the policy would be returned for action at the October 19, 2022 board meeting.

#### **2.04 Report on Districtwide Marketing and Enrollment**

Erik Fallis, District Director of Public Affairs and Marketing, Juan Gutierrez, OCC Director of Marketing and Public Relations, and Dr. Andreea Serban, Vice Chancellor of Educational Services and Technology provided information on districtwide marketing activities conducted in 2021-22 and planned for 2022-23.

#### **2.05 Follow Up Report on the Student Debt Forgiveness**

Dr. Andreea Serban, Vice Chancellor of Educational Services and Technology, provided a follow up report highlighting the impact of the student debt forgiveness on the fall 2022 enrollment. At the August 3, 2022 Board meeting, former Chancellor Weispfenning had announced that over \$4 million in federal COVID-19 Higher Education Emergency Relief Fund (HEERF) funds were identified to pay off and forgive outstanding debt that students had accumulated at Coastline College, Golden West College, and Orange Coast College from spring 2020 through spring 2022. Dr. Serban responded to Trustees' comments and questions.

#### **2.06 Board Meeting Dates**

The Board reviewed upcoming meeting dates.

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

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

#### **2.08 Board Directives and Reports Log**

The Board reviewed the Board Directives and Reports Log.

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

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

Motion carried with the following vote:

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

## **18.00 Discussion Calendar**

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

### **19.01 DIS - Approval of Educational Administrator Employment Agreement (Carlson, Donald, OCC)**

On a motion by Trustee Moreno, seconded by Trustee Parker, the Board voted to approve the Employment Agreement with Donald Carlson as Dean of Technology at Orange Coast College at an annual salary of \$154,502 commencing on October 10, 2022 and ending on June 30, 2024.

Motion carried with the following vote:

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

### **19.02 DIS - Approval of Amendment to Faculty Employment Agreement (Barrios, Andrea, CCC)**

On a motion by Trustee Parker, seconded by Trustee Moreno, the Board voted to approve the Amendment with revised salary placement from Step 7 to Step 13 on the AA Salary Schedule, Column/Range V for the Contract Faculty Employment Agreement with Andrea Barrios, Faculty, Coastline College.

Motion carried with the following vote:

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

### **19.03 DIS - Ratification of New Job Specifications for Classified Management and Classified Staff**

On a motion by Trustee Parker, seconded by Trustee Moreno, the Board voted to ratify the new job specifications effective September 7, 2022 for the positions of:

Program Director, Student Equity and Campus Life (Classified Management)  
Lab Simulation Instructional Specialist- Maritime (Classified Employee)

Motion carried with the following vote:

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

## **20.00 Resolutions**

### **20.01 Resolution #22-44 Working in the Post-Pandemic Era**

On a motion by Trustee Patterson, seconded by Trustee Parker, the Board voted to adopt Resolution #22-44 regarding Working in the Post-Pandemic Era.

The Board of Trustees recognized the many challenges experienced by District employees during the COVID-19 emergency, including the necessity for many employees to perform their work remotely or at alternative work sites. The Board also recognized that it was necessary for Coast Community College District employees to work on-site at their regular workplaces at the Colleges and the District Office, although employees would be provided with workplace location flexibility in certain circumstances as approved by the District, in accordance with Board Policy and Administrative Procedure.

Motion carried with the following vote:

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

### **20.02 Resolution #22-45 Authorization of Signatures with the Orange County Department of Education**

On a motion by Trustee Moreno, seconded by Trustee Patterson, the Board voted to adopt Resolution #22-45 authorizing signatures with the Orange County Department of Education.

**Fiscal Impact:** No fiscal impact to the District.

Motion carried with the following vote:

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

### **20.03 Resolution #22-46 Authorization to Purchase Computers and Equipment from Golden Star Technology for the Golden West College Language Arts Complex**

On a motion by Trustee Parker, seconded by Trustee Moreno, the Board voted to adopt Resolution 22-46 authorizing the use of a cooperative purchasing agreement to purchase computers and equipment from Golden Star Technology for the Golden West College Language Arts Complex.

Public Contract Code Section 20652 provided authority for the Board of Trustees, without advertising for bids, to use another public agency's contracts for the lease or purchase of equipment, materials, supplies, or other personal property when the Board determined the transaction to be in the best interests of the District.

As part of the relocation into the new Language Arts Complex, additional computers were required to replace end-of-life equipment. The purchase consisted of 124 HP Elite Mini 800 laptop computers, 145 Chromebooks, cabling as well as printers for offices and labs.

A request was made by Trustee Patterson that future similar resolutions brought for Board adoption include additional information as to why the contract was being recommended to be exercised under the Public Contract Code provision.

**Fiscal Impact:** \$237,589.79 paid with Measure M General Obligation Bond Funds and Proposition 51 Funds.

Motion carried with the following vote:

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

#### **20.04 Resolution #22-47 Authorization to Purchase Audio/Visual Switches for the Golden West College Language Arts Complex**

On a motion by Trustee Moreno, seconded by Trustee Parker, the Board voted to adopt Resolution #22-47 authorizing the use of a cooperative purchasing agreement to purchase Extron Audio/Video switches from Golden Star Technology for the Golden West College Language Arts Complex.

Public Contract Code Section 20652 provided authority for the Board of Trustees, without advertising for bids, to use another public agency's contracts for the lease or purchase of equipment, materials, supplies, or other personal property when the Board determined the transaction to be in the best interests of the District.

As part of the Vision 2020 plan, Golden West College allocated funding towards the procurement of new Audio-Visual equipment for the Language Arts Complex. The purchase consisted of Extron Audio/Video switches necessary to control presentation equipment in classrooms and meet Golden West College Audio/Visual standards.

**Fiscal Impact:** \$152,825.26 paid with General Obligation Measure M Bond Funds and Proposition 51 Funds.



Motion carried with the following vote:

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

#### **20.05 Resolution #22-48 Authorization to Purchase and Install Video Security Hardware from Climatec, LLC for the Orange Coast College and District Site**

On a motion by Trustee Parker, seconded by Trustee Patterson, the Board voted to adopt Resolution #22-48 authorizing the use of a cooperative purchasing agreement to purchase and install video security software and hardware from Climatec, LLC at Orange Coast College and District site.

Public Contract Code Section 20652 provided authority for the Board of Trustees, without advertising for bids, to use another public agency's contracts for the lease or purchase of equipment, materials, supplies, or other personal property when the Board determined the transaction to be in the best interests of the District.

Orange Coast College sought approval to purchase and install 95 Avigilon security cameras and the corresponding infrastructure systems across Orange Coast College and the District site. The additional cameras with smart analytics allowed OCC to assess heavy traffic areas to better establish corridors and common areas to optimize social distancing, thermal detection and assist with contact tracing of positive COVID transmission. It also enabled officers to respond to calls more rapidly.

**Fiscal Impact:** \$368,851.74 paid with Higher Education Emergency Relief Funds (HEERF).

Motion carried with the following vote:

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

#### **21.00 Approval of Minutes**

##### **21.01 DIS - Minutes**

On a motion by Trustee Moreno, seconded by Trustee Patterson, the Board voted to approve the Minutes of the Regular Meeting of September 21, 2022.

Motion carried with the following vote:

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

## **22.00 Informational Reports**

### **22.01 Report from the Chancellor**

The Chancellor provided a report to the Board.

### **22.02 Reports from the College Presidents**

The following College Presidents provided reports to the Board:

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

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

The following Academic Senate Presidents provided reports to the Board:

Lisa Lee, Coastline College  
Damien Jordan, Golden West College  
Lee Gordon, Orange Coast College

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

Anna Isbell, Coastline College Classified Senate President, provided a written report to the Board.

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

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

Rob Schneiderman, Coast Federation of Educators/American Federation of Teachers  
Quintin Powell, Coast Federation of Classified Employees

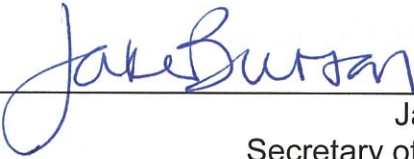
### **22.06 Reports from the Board of Trustees**

The Trustees provided individual reports.

## **23.00 Close of Meeting**

### **23.01 Adjournment**

The meeting was adjourned at 6:30 p.m. in memory of Alexander Honeyman, Connor Crawford and Dr. Teresa Brown.

  
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 in October 6, 2022 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:

None

#### 2. Ratification of Appointment of Substitute, Academic Staff

##### Part Time Faculty Substitute

It is recommended by the Vice Chancellor of Human Resources that the following individual be appointed as substitute, pursuant to *Education Code* Section 87482.5 and subject to Board Policies governing such appointments, to be paid \$51.789/hr based on the part-time faculty daily miscellaneous teaching rate for services rendered during the 2022-23 academic year.

##### OCC

Dunne, Debora

##### Discipline

Marine Science

#### 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:

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 07/01/22 to 06/30/23:

Jankowski, Michelle

Kovac, Alec

#### 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.

None

#### 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:

<u>Name</u>	<u>LOC</u>	<u>Title</u>	<u>Start Dt</u>	<u>Vacancy #</u>
Tran, Tanya	DIST	Controller	10/10/22	DM-003-23
Warren, Justine	CCC	Director of Human Resources	10/17/22	CM-005-23

## 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>
Howe, Natalya Marie	CCC	Outreach Program Specialist, Adult Education	10/10/22	C-001-23
Kuttel, Alexander	GWC	Instructional Associate, Art/Ceramics, 47.5%	10/07/22	G-013-23
Martin, Elias	OCC	Athletic Compliance Specialist	10/07/22	O-005-23
Nguyen, Diana	GWC	Instructional Associate, Art/Ceramics, 47.5% FTE	10/07/22	G-012-23
Ochoa, Lizeth	CCC	Administrative Clerk, Special Programs	11/07/22	C-002-23
Quinonez, Rena	OCC	Foundation Development Coordinator	10/10/22	O-051-22
*Rodriguez, Karen	OCC	Administrative Assistant I	10/03/22	O-019-23
Williams, Curtis	OCC	Educational Technologies Specialist	10/24/22	O-001-23

\*Revised Start Date

## 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:

None

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

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

None

#### **10. 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

#### **11. Ratification of Project-Specific Assignment, Classified Management**

It is recommended by the Vice Chancellor of Human Resources that the following changes for Classified Management working in a Project-Specific Assignment (7.5% differential) be ratified:

None

#### **12. 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>
Grande, Therese	GWC	Student Life & Leadership Specialist	Grants Coordinator	10/10/22	01/31/23
Nanez, Dennis	GWC	Student Activities Assistant	Student Life & Leadership Specialist	10/10/22	01/31/23

#### **13. 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>
Dutro, Shawn	OCC	Division/Area Office Coordinator	Temporary duties that are not fixed and prescribed to the assigned position that exceed five working days.	07/01/22	09/30/22
Edison, Michelle	CCC	Area Facilitator	Temporary duties that are not fixed and prescribed to the assigned position that exceed five working days.	09/16/22	12/17/22
Pham, Duy	OCC	Instructional Assistant	Temporary duties that are not fixed and prescribed to the assigned position that exceed five working days.	08/01/22	10/31/22

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>
Bentley, Kyla	DIST	Human Resources Analyst Senior	Temporary duties that are not fixed and prescribed to the assigned position that exceed five working days.	09/01/22	09/30/22