

REGULAR MEETING MINUTES*

Board of Trustees Coast Community College District

Board Room

Wednesday, December 7, 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 December 7, 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

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

1.02 Roll Call

Trustees Present: Trustees Hornbuckle, Moreno, Parker, Patterson and Prinsky
Trustees Absent: None

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

Initiation of litigation pursuant to sub-section "d-4" of *Government Code* Section 54956.9: One case.

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 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 *Dana Emerson vs. Coast Community College District*, Orange County Superior Court Case No. 30-2022-01285549
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
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

d. 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
6. Approval of Appointment of Classified Staff
 - Accounting Technician CARE/EOPS
 - Administrative Assistant
 - Budget Technician
 - HR Generalist Senior
 - Instructional Associate- Online Instruction
 - Outreach Specialist CTE
 - Student Services Program Coordinator
7. Approval of Involuntary Transfer
 - Lab Simulation Instructional Specialist

8. Approval of Appointment of Confidential Staff
9. Approval of Reclassification & Reorganization/Reassignment, Classified Staff
Instructional Associate
Instructional Associate, Student Success Center
10. Approval of Reclassification and Reorganization/Reassignment, Classified
Management
Director, Military & Contract Education
11. Ratification of Temporary Out of Class Assignments, Classified Management
12. Ratification of Project-Specific Assignment, Classified Management
District Budget Manager
13. Ratification of Temporary Out of Class Assignments, Classified Staff
Café Specialist
14. Ratification of Project-Specific Assignment, Classified Staff
Administrative Assistant I
Administrative Assistant II
Emergency Response Coordinator
Graphic Designer
Public Safety Operations Coordinator

e. 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 President Hornbuckle at 5:00 p.m.

Trustee Patterson was excused from the meeting.

1.06 Pledge of Allegiance

President Hornbuckle 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 Hornbuckle, seconded by Trustee Prinsky, the Board voted to approve and ratify the public employment items. (See Appendix pages 17-20)

Motion carried with the following vote:

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

For **Item 1.04 d. Conference with Labor Negotiator**, on a motion by Trustee Moreno, seconded by Trustee Parker, the Board voted to ratify the following Memoranda of Understanding with Coast Federation of Educators/American Federation of Teachers (CFE/AFT) Local 1911:

22-CG8 Coordinator Position – GWC Applied Music Coordinator

22-CG9 Coordinator Position – GWC Competency Based Education Coordinator

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 Ceremonial Oath of Office

A ceremonial Oath of Office was administered to Trustee Moreno by John Hanna.

2.02 Acceptance of Retirements

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

Jorge Sanchez, Maintenance Specialist Team Lead, OCC, Retirement Effective 12/31/22
Jane Burton, Manager Board Services/Board Secretary, DIS, Retirement Effective 2/1/23

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

Motion carried with the following vote:

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

2.03 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
Mason Espinoza, Orange Coast College

2.04 Internal Audit Quarterly Report

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

2.05 California Senate Bill 367 Student Safety: Opioid Overdose Reversal Medication

On a motion by Trustee Parker, seconded by Trustee Moreno, the Board voted to direct staff, in collaboration with college-based and community-based recovery advocacy organizations, to additionally provide, as part of established student orientations, educational and preventive information provided by the California Department of Public Health about opioid overdose and the use and location of opioid overdose reversal medication to students.

In addition, the Board of Trustees required that the Golden West College and Orange Coast College Student Health Centers apply to use the statewide standing order issued by the California Public Health Officer to distribute dosages of a federally-approved opioid overdose reversal medication, and participate in the Naloxone Distribution Project administered by the California Department of Health Care Services.

Dr. Andreea Serban, Vice Chancellor of Educational Services and Technology, provided a summary of California Legislature Senate Bill 367 Student Safety: Opioid Overdose Reversal Medication. The bill would go into effect on January 1, 2023.

Motion carried with the following vote:

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

2.06 Unfunded Retiree Liability Annual Report

Marlene Drinkwine, Vice Chancellor of Finance and Administrative Services, presented an annual report on Unfunded Retiree Liability. Mr. Geoff Kischuk of Total Compensation Systems, Inc., in conjunction with Vice Chancellor Drinkwine, presented the Coast Community College District Actuarial Study of Retiree Health Liabilities Under GASB 74/75 for the fiscal year ending June 30, 2022, and responded to Trustees' questions.

2.07 CCFS-311Q Quarterly Financial Status Report

Marlene Drinkwine, Vice Chancellor of Finance and Administrative Services, provided the CCFS-311Q first quarter Financial Status Report ending September 30, 2022. Title 5, California Code of Regulations, Section 58310 required the District to file a Quarterly Financial Status Report (CCFS-311Q) with the California Community Colleges Chancellor's Office following completion of the first, second, and third quarter of the fiscal year. The report and accompanying memo, provided details on the District's financial and budgetary status.

2.08 Presentation in Response to Resolution #22-60 Fiscal Stability

Marlene Drinkwine, Vice Chancellor of Fiscal and Administrative Services and Dr. Marco Baeza, Vice Chancellor of Human Resources, presented a Fiscal Stability Update in response to Resolution #22-60 adopted by the Board at the November 16, 2022 meeting. Quintin Powell addressed the Board. Trustee Hornbuckle requested additional information about unrestricted reserves and the percentage of staff costs to be provided in the follow up report. Trustee Parker requested the inclusion of the overall percentage of staff reduction across categories and the decline in resident FTEs in the follow up report.

2.09 DIS - Board Policies and Administrative Procedures for First Reading

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

Chapter 3. General Institution

BP 3510 Prohibition of Workplace Violence

AP 3510 Prohibition of Workplace Violence

BP 3530 Weapons Prohibited on District Property

AP 3530 Weapons Prohibited on District Property

Trustee Hornbuckle requested AP 3530 be clarified regarding possession of kitchen knives.

2.10 Board Meeting Dates

The Board reviewed upcoming meeting dates.

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

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

2.12 Board Directives and Reports Log

The Board reviewed the Board Directives and Reports Log.

3.00 Consent Calendar (Items 4.01 - 16.01)

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

Motion carried with the following vote:

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

17.00 Discussion Calendar

18.00 Approval of Standard Agreements in Excess of \$99,100

18.01 DIS - Standard Amendment #1 to the Independent Contractor Agreement with Dyntek Services, Inc.

On a motion by Trustee Moreno, seconded by Trustee Parker, the Board voted to approve Amendment #1 to the Independent Contractor Agreement with Dyntek Services, Inc.

On May 18, 2022, the Board approved a Standard Independent Contractor Agreement with Dyntek Services, Inc. (Dyntek) to project manage digital transformation initiatives, security initiatives and strategic investments in cloud-based services. Amendment #1 increased the fiscal impact by \$200,000 as Dyntek continued to provide project management services to the District for data center optimization, consolidation, governance, cloud migration, digital transformation, and modernization. Other additional projects included disaster recovery and application development.

Term: May 18, 2022 – June 30, 2023

Fiscal Impact:

\$201,375	Original Agreement
\$200,000	Amendment #1 Increase
\$401,375	New Total billed at a rate of \$187.50/HR paid with Capital Outlay Funds

Motion carried with the following vote:

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

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

19.01 DIS - Non-Standard Proposal Agreement with Burlington English Inc.

On a motion by Trustee Prinsky, seconded by Trustee Moreno, the Board voted to approve the Non-Standard Proposal Agreement with Burlington English Inc.

The Coast Adult Education Consortium used the services provided by Burlington English beginning January 1, 2018. The existing agreement expired on December 31, 2022. The new Proposal Agreement ensured continued uninterrupted access to the Burlington English platform, its various modules, and tests, which were used by students in noncredit English Learner Language/English as a Second Language classes at member institutions of the Coast Adult Education Consortium.

Term: January 1, 2023 – December 31, 2025

Fiscal Impact: \$489,600 paid with Adult Education program funds.

Motion carried with the following vote:

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

19.02 DIS - Non-Standard Amendment #3 to the Professional Services Agreement with Crowe, LLP

On a motion by Trustee Moreno, seconded by Trustee Prinsky, the Board voted to approve Amendment #3 to the Professional Services Agreement with Crowe, LLP.

On November 6, 2019, the Board of Trustees approved a non-standard agreement with Crowe, LLP for external audit services. Consistent with the cost of services set forth in the original RFP, Amendment #3 detailed the following engagement scope of work and cost for Fiscal Year 2021-22 audit services:

- Assist in preparation, review, signing tax returns for entities as delineated,
- Measure M Financial Statement and Performance Audit for year ending June 30, 2022,
- Audit of the entities delineated in the amendment for year ending June 30, 2022.

Term: March 10, 2022 – May 15, 2023

Fiscal Impact:

\$135,500	Original Agreement
\$48,000	Amendment #1
\$132,500	Amendment #2
\$152,500	Amendment #3
\$468,500	New Total. Paid with HEERF and General Funds

Motion carried with the following vote:

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

20.00 Ratification/Approval of General Items of Business

20.01 DIS - Authorization for Destruction of Internal Audit Records

On a motion by Trustee Moreno, seconded by Trustee Prinsky, the Board voted to authorize destruction of copies of Internal Audit records from various dates between 1991-2020. The records were Class 3 - Disposable, and the Records Destruction Log was provided.

Motion carried with the following vote:

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

20.02 DIS - Ratification of Districtwide Strategic Technology Plan 2022-25

On a motion by Trustee Parker, seconded by Trustee Moreno, the Board voted to ratify the Districtwide Strategic Technology Plan 2022-25.

The Strategic Technology Plan for Coast Community College District provided framework for the strategic implementation of technology across the District. It provided a roadmap for major technology initiatives undertaken districtwide over the next three years. The District Consultation Council (DCC) Technology Subcommittee developed the plan, and the District Consultation Council approved it on November 14, 2022.

Fiscal Impact: Determined based on projects undertaken based on the strategic objectives included in the plan.

Motion carried with the following vote:

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

20.03 DIS- Approval of Educational Administrator Employment Agreement (Verduzco, Gisela, GWC)

On a motion by Trustee Moreno, seconded by Trustee Prinsky, the Board voted to approve the Employment Agreement with Gisela Verduzco as Dean of Counseling at Golden West

College, at an annual salary of \$178,855 commencing on January 9, 2023 and ending on June 30, 2024.

Motion carried with the following vote:

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

20.04 DIS- Approval of Educational Administrator Employment Agreements

On a motion by Trustee Moreno, seconded by Trustee Parker, the Board voted to approve the Educational Administrator Employment Agreements for the following individuals at the following annual salaries:

<u>NAME</u>	<u>Title</u>	<u>Salary</u>
Bui, Don	Project Director Concurrent & Dual Enrollment	\$141,942
Desmond, Christiaan	Dean	\$178,855
Emerson, Dana	Dean	\$205,334
Henson, Kevin	Dean	\$205,334
Houlihan, Janet	Vice President	\$237,337
Ju-Ong, Linda	Program Director, Adult Education Program	\$141,942
Keeler, Bruce	Dean	\$205,334
Knuppel, Lisa	Dean	\$205,334
Martinez, Carla	Dean	\$205,334
Martinez, Sara	Program Director, Adult Education Program	\$141,942
Miranda, Alexis	Dean	\$205,334
Mueller, Kathryn	Vice President	\$237,337
Nazarenko, Larissa	Dean	\$205,334
Nguyen, Kay	Dean	\$205,334
Niroumand, Madjid	Vice President	\$237,337
Ocegueda, Isela	Vice President	\$219,321
Pagel, Richard T.	Vice President	\$237,337
Ryan Rodriguez, Christina	Dean	\$205,334
Scott, Michael	Program Director, Adult Education Program	\$141,942
Selzer, Thomas	General Manager Instructional Food Services	\$164,760
Sterner, Sheri	Dean	\$205,334

Taylor, John	Dean	\$205,334
Thompson, Dwayne	District Director, Research, Planning, & Institutional Effectiveness	\$205,334
Timpson, Natalie	Director EOPS	\$152,965
Valentine, Lawrence	Director Mental Health Services	\$152,965
Wolfe, John	Criminal Justice Training Center Coordinator	\$107,567

Motion carried with the following vote:

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

20.05 DIS - Bid Tabulations and Award of Contract for the Orange Coast College Painting Project; Bid No. 2180

On a motion by Trustee Parker, seconded by Trustee Moreno, the Board voted to award the Standard Contractor Services Agreement for Bid No. 2180 to Color New Co., the lowest responsive and responsible bidder and authorized the Board President or designee sign all documents indicating approval by the Board.

Orange Coast College sought contractor services to prepare and paint the Student Success Center as well as the classroom and labs building to match the existing campus color standards. This included minor exterior repairs to damaged areas as well as wood repair and replacement in needed locations.

Notices were published in the Daily Pilot on October 21, 2022 and October 28, 2022. Additionally, notices were sent out to 113 vendors utilizing the Planet Bids portal. An onsite job walk was conducted on October 31, 2022 and nine bids were received and opened on November 9, 2022.

The bid results were as follows:

<u>Bid Received From:</u>	<u>Total Bid:</u>
Color New Co.	\$122,000
22855 Califa St.	
Woodland Hills, California 91367	
 Tony Painting.	 \$125,650
Astro Painting Co., Inc	\$146,000
Perfection Painting	\$147,000
Amour Paint	\$155,353
Pacific Rim Painting Company	\$164,450
Premo Construction	\$165,790

Pacific Contractors Group Inc.	\$254,000
US National Corp	\$264,890

Term: December 8, 2022 – January 27, 2023

Fiscal Impact: \$122,000 which included \$10,000 in project allowance paid with Orange Coast College FY21-22 Scheduled Maintenance Funds.

Motion carried with the following vote:

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

21.00 Resolutions

21.01 Resolution #22-61 Approval of Q1 Budget Transfers, July-September 2022, FY 22-23

On a motion by Trustee Moreno, seconded by Trustee Prinsky, the Board voted to adopt Resolution #22-61 for approval of Q1, July-September 2022 Budget Transfers for FY 2022-23.

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 were 247 transfers for July-September 2022, of which 147 were restricted.

Fiscal Impact: There was no cost associated with the Resolution.

Motion carried with the following vote:

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

21.02 Resolution #22-62 Approval of Q1 Budget Revision, Increase of Income and Expenditure, July-September 2022, FY 22-23

On a motion by Trustee Parker, seconded by Trustee Prinsky, the Board voted to adopt Resolution #22-62 for approval of the Q1 Budget Revision, Increase of Income and Expenditure for July-September 2021, FY 2022-23.

On September 7, 2022, the Coast Community College District Board of Trustees adopted the 2022-23 FY 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 September 30, 2022, district administration projected to have a net budget

increase of \$20,831,658 during 2022-23 FY. As this was not included in the 2022-23 Adopted Budget, it was necessary to adopt a resolution to increase income and expenditures for FY 2022-23.

Motion carried with the following vote:

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

21.03 Resolution #22-63 Authorization to Purchase VMware Enterprise Licenses for the Coast Community College District

On a motion by Trustee Parker, seconded by Trustee Prinsky, the Board voted to adopt Resolution #22-63 authorizing the use of a cooperative purchasing agreement to purchase VMware Enterprise Licenses for the Coast Community College District.

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.

The VMware Enterprise License renewal extended VMWare licenses and support for an additional year during migration to a more cloud-based I.T. solution. The licenses and support provided the core software for the Virtual Data Center Infrastructures at the District. This included server systems and the Virtual Desktop Infrastructure.

Fiscal Impact: \$160,253.45 paid with General Funds.

Motion carried with the following vote:

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

21.04 Resolution #22-64 Authorization for Payment to Trustee Absent from Board Meeting

On a motion by Trustee Parker, seconded by Trustee Moreno, the Board voted to adopt Resolution #22-64 Authorizing Payment to Trustee Patterson who was absent from the November 16, 2022 Regular Board Meeting.

Motion carried with the following vote:

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

22.00 Policy Approval/Procedure Ratification

22.01 DIS - Board Policy for Approval and Administrative Procedure for Ratification

On a motion by Trustee Moreno, seconded by Trustee Prinsky, the Board voted to approve/ratify the following Board Policy and Administrative Procedure:

Chapter 3. General Institution

BP 3820 Gifts

AP 3820 Gifts

Motion carried with the following vote:

Ayes: Trustees Hornbuckle, Moreno, Parker, and Prinsky
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 Parker, the Board voted to approve the Minutes of the Regular Meeting of November 16, 2022.

Motion carried with the following vote:

Ayes: Trustees Hornbuckle, Moreno, Parker, and Prinsky
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. Vince Rodriguez, 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 Presidents provided reports to the Board:

Lisa Lee, Coastline College
Lee Gordon, Orange Coast College

24.04 Reports from the Classified Senate Presidents

There were no reports.

24.05 Reports from Presidents of Employee Representative Groups

Rob Schneiderman, Coast Federation of Educators/American Federation of Teachers President, provided a report to the Board.

24.06 Reports from the Board of Trustees

The Trustees provided individual reports.

25.00 Close of Meeting

25.01 Adjournment

The meeting was adjourned at 8:00 p.m. in memory of Marion Parker, Elizabeth Patsy Blunt, and Evelyn Hart.



Erik Fallis
Acting Secretary of the Board

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

APPENDIX

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Public Employment.....	17-20

APPENDIX

Public Report of Actions Taken by the Board of Trustees in Closed Session on December 7, 2022

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>
Gonzalez, Jessica	OCC	Instructor, Philosophy	01/30/23	16-O-23
Norfolk, Kristy	OCC	Instructor, Cardiovascular Technology & Program Director	01/30/23	5-O-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 \$51.789/hr based on the part-time faculty daily miscellaneous teaching rate for services rendered during the 2022-23 academic year.

CCC

Camerini, David
Ciozek-Georges, Renata
Youn, May

Discipline

Biology
Math
ESL

GWC

Heavener, Connie
Phelps, Micha
Tavonatii, Tara
Vargas, Melina
Young, Yumi

Discipline

Cosmetology
Cosmetology
Art
Cosmetology
Cosmetology

OCC

Allen, Robert
Elias, Jennifer
Flecky, Allison

Discipline

Biology
Polysomnography
Culinary Arts

3. Ratification of Appointment of Part Time Faculty

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

FALL 2022

Appointments for the period 08/26/22-12/17/22

GWC

Castellanos, Margie
Charpie, Trevor

Discipline

Counseling
Coaching

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.

REAPPOINTMENTS

The Coast Community College District employs educational administrators. During this reappointment cycle, effective 07/01/23, the following administrators are recommended for reappointment. These reappointments are subject to subsequent ratification of new employment agreements.

<u>Name</u>	<u>LOC</u>	<u>Position</u>	<u>Chancellor's Review</u>	<u>Reappointment Term</u>
*Desmond, Christiaan	OCC	Dean	Yes	2 years

*Name correction from the 11/16/22 Board Agenda

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>
Chao, Yun Ting (Claudia)	DIST	HR Generalist Senior	01/11/23	D-005-23
Do, Nghia	OCC	Budget Technician	01/17/23	O-008-23
Fantone, Calvin	GWC	Instructional Associate- Online Instruction	12/12/22	G-017-23
*Gardivia, Nexy	OCC	Student Services Program Coordinator	01/03/23	O-020-23
Lazaro, Janet	OCC	Administrative Assistant	01/03/23	O-028-23
Thompson, Aalayah	OCC	Outreach Specialist CTE	01/03/22	O-027-23
**Tran, Angelyn	CCC	Accounting Technician CARE/EOPS	12/05/22	C-005-23

*Revised start date from 11/16/22 Board Agenda

**Reinstated from 39-month list

7. Approval of Involuntary Transfer

In accordance with Board Policies and Administrative Procedures, it is recommended by the Vice Chancellor of Human Resources that the following changes for Classified Staff be ratified:

<u>Name</u>	<u>From</u>	<u>To</u>	<u>Effective</u>
Moore, Bradley	Lab Simulation Instructional Specialist, CCCD	Lab Simulation Instructional Specialist, GWC	12/05/22

8. 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

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>
*Godinez, Dani	GWC	Instructional Associate, Student Success Center .475 FTE	Instructional Associate, Student Success Center 1.0 FTE	12/01/22
Le, Jenny	CCC	Instructional Associate, .75 FTE	Instructional Associate, 1.0 FTE	01/01/23

*Name Correction from 11/16/22 Board Agenda

10. 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:

Reorganization

<u>Name</u>	<u>LOC</u>	<u>From</u>	<u>To</u>	<u>Effective</u>
Mensah, Araba	CCC	Manager, Student Services & Partnerships	Director, Military & Contract Education	07/01/22

11. 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

12. 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:

<u>Name</u>	<u>LOC</u>	<u>Title</u>	<u>Project-Specific Assignment</u>	<u>Start Dt</u>	<u>End Dt</u>
Tran, Tanya	DIST	District Budget Manager	Temporary duties that are not fixed and prescribed to the assigned position that exceed five working days.	10/10/22	11/18/22

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:

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>
Boyer, Kelli	OCC	Café Assistant	Café Specialist	11/01/22	01/31/23

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:

<u>Name</u>	<u>LOC</u>	<u>Title</u>	<u>Project-Specific Assignment</u>	<u>Start Dt</u>	<u>End Dt</u>
Nguyen, Annie	GWC	Public Safety Operations Coordinator	Temporary duties that are not fixed and prescribed to the assigned position that exceed five working days.	11/01/22	02/28/23
Rowden, Melissa	OCC	Administrative Assistant I	Temporary duties that are not fixed and prescribed to the assigned position that exceed five working days.	11/21/22	12/31/22

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>
Cutting, Kristopher	OCC	Emergency Response Coordinator	Temporary duties that are not fixed and prescribed to the assigned position that exceed five working days.	01/01/23	03/31/23
Hernandez, Laura	GWC	Administrative Assistant II	Temporary duties that are not fixed and prescribed to the assigned position that exceed five working days.	01/01/23	03/31/23
Hill, Kristen	GWC	Graphic Designer	Temporary duties that are not fixed and prescribed to the assigned position that exceed five working days.	11/01/22	01/31/23
Parks, Greg	GWC	Graphic Designer	Temporary duties that are not fixed and prescribed to the assigned position that exceed five working days.	11/01/22	01/31/23