

# **REGULAR MEETING MINUTES\***

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

**Board Room**

**Wednesday, June 21 2023**

**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 June 21, 2023 in the Board Room the District Office 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 4:02 p.m.

#### **1.02 Roll Call**

Trustees Present: Trustees Hornbuckle, Moreno, Parker, Patterson and Prinsky  
Student Trustee Bruning joined the meeting at 5:05 p.m.

Trustees Absent: None

#### **1.03 Public Comment** (Items on Closed Session Agenda)

Scott Mitchell, Jerome Fang and David Cline addressed 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 at 4:17 p.m. to discuss the following:

##### **a. Public Employee Discipline/Dismissal/Release**

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

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

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

*Veronica Arend vs. Coast CCD et al.*, Orange County Superior Court Case No. 30-2022-01282583  
*Crispina Barrita vs. Coast CCD*, Orange County Superior Court Case No. 30-2022-01298015  
*Angela Bell vs. Coast CCD*, Orange County Superior Court Case No. 30-2021-01184221  
*Coast CCD vs. Robert McDougal*, Orange County Superior Court Case No. 30-2023-01320678  
*Angie de la Paz vs. Coast Colleges*, Orange County Superior Court Case No. 30-2020-01166473  
*Stanislav Dubrovskiy vs. Coast CCD*, Arbitration  
*Stanislav Dubrovskiy vs. Coast CCD*, Public Employment Relations Board Case No. LA-CE-6636-E  
*Dana Emerson vs. Coast CCD*, Orange County Superior Court Case No. 30-2022-01285549  
*Elaine Folayan vs. Coast CCD*, Orange County Superior Court Case No. 30-2023-01322946  
*Michael Miles vs. Coast CCD*, Arbitration

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

*Anthony Bryant vs. Coast CCD*, WCAB Case No. 12007849  
*Beatriz Cruz vs. Coast CCD*, WCAB Case No. 17668214  
*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. 17377894  
*Vincent Martinez vs. Coast CCD*, WCAB Case No. 10547972  
*Elizabeth Ann Myers vs. Coast CCD*, WCAB Case No. 12704896  
*Stephen O'Connor vs. Coast CCD*, WCAB Case No. 17191697  
*Thai Pham vs. Coast CCD*, WCAB Case No. 11064970  
*Phuong Phan vs. Coast CCD*, WCAB Case No. 15039592

**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  
Acting Dean  
Interim President
5. Approval of Appointment of Classified Management
6. Approval of Appointment of Classified Staff  
Administrative Assistant I

Administrative Assistant II, Special Programs  
Dispatcher  
District Contract Specialist  
Division/Area Office Coordinator  
Educational Technologies Specialist  
Grounds & Landscape Specialist  
Grounds & Landscape Specialist Senior  
IT Business Process Analyst Senior  
Lab Simulation Instructional Specialist  
Student Success & Equity Specialist

7. Approval of Appointment of Confidential Staff
8. Approval of Reclassification and Reorganization/Reassignment, Classified Staff
  - Administrative Assistant II
  - Assistant- Executive Office Services
  - Education Technology Associate
  - IT Cyber Security Systems Engineer
  - Student Retention Specialist
9. Ratification of Temporary Out of Class Assignments, Classified Management
10. Ratification of Project-Specific Assignment, Classified Management
  - Director, Business Services
  - Manager, Instructional Food Services
  - Manager, Waterfront Campus
11. Ratification of Temporary Out of Class Assignments, Classified Staff
  - Accounting Analyst Senior
  - Administrative Assistant to VP
  - Café Specialist
  - Child Care Specialist
  - Executive Assistant
  - Instructional Food Services Event Coordinator
  - Instructional Food Services Hospitality Coordinator
  - Printing & Publishing Team Leader
  - Research Analyst Senior
12. Ratification of Project-Specific Assignment, Classified Staff
  - Sailing Program Coordinator

**d. Conference with Labor Negotiator**

Pursuant to *Government Code* § 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 Federation of Educators/American Federation of Teachers (CFE/AFT)  
Coast Community College Association-California Teachers Association/  
National Education Association (CCCA-CTA/NEA)

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 Pledge of Allegiance**

Trustee Prinsky 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 a. Public Employee Discipline/Dismissal/Release**, on a motion by Trustee Moreno, seconded by Trustee Patterson, the Board voted to approve the resignation of a Classified employee.

Motion carried with the following vote:

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

#### **1.08 Public Comment**

Kevin Donahue, Brahmhatt Harshad and Charles Young addressed the Board.

#### **2.00 Public Hearing**

#### **2.01 Adoption of the Coast Community College District Tentative Budget for 2023-24 FY**

Board President Hornbuckle opened the Public Hearing at 5:23 p.m.

Quintin Powell addressed the Board.

Vice Chancellor of Finance and Administrative Services, Marlene Drinkwine, provided a staff report and presentation to the Board on Budget Development, and responded to comments from Trustees and the Chancellor. The 2023-2024 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 2023, First Apportionment. Any changes based on the enacted state budget signed by the Governor would be included in the 2023-2024 Final Budget.

### **Beginning Balance**

The Tentative Budget beginning balance was estimated to be \$52,456,542 or 20.5% (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 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 2023-24 FY General Fund revenues were projected to be \$395.4 million. The revenue estimate includes 8.13% COLA, 0% growth funds, and an estimated 0.5% deficit factor. Student fees remained at \$46 per unit.

### **Expenditure Estimate**

The Tentative Budget included 8.13% COLA. Additional expenses included an estimated \$2.0 million increase (4.72%) in the cost of delivering health benefits. The Employer contributions for the Public Employee Retirement System (PERS) were expected to increase from 25.37% to 27.00% of payroll. Employer contribution from the State Teachers Retirement System (STRS) employer rate would remain at 19.1%, starting July 1, 2023. The combined effect across both programs was a net increase estimated at \$1.3 million. The 2023-2024 General Fund expenditures were projected to be \$399.7 million.

### **Undistributed Reserve**

Administrative Procedure 6305 Reserves (AP 6305) specified that the budget include an unappropriated reserve of 16.7% of prior year unrestricted general fund expenditures, consisting of a 8.35% Reserve for Contingencies, pursuant to Title 5, Section 58307, and a 8.355% Ancillary Reserve. Estimates under which the Tentative Budget were prepared reflected a reserve amount of more than 16.7%. The estimates of fund balance would be refined with year-end closing and actual figures presented to the Board with the Final Budget on September 6, 2023.

Consistent with the requirements of 5 CCR § 58305, the Final Budget for the 2023-24 FY was scheduled for presentation and adoption on September 6, 2023, at 5:00 p.m. in the Coast Community College District Board Room located at 1370 Adams Avenue, Costa Mesa, CA 92626.

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, 2023. The 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 must submit annual audited financial statements to the CCCCCO before December 31.

On a motion by Trustee Moreno, seconded by Trustee Prinsky, the Board voted to adopt the Tentative Budget for the 2023-2024 Fiscal Year.

Motion carried with the following vote:

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

The Public Hearing was closed at 6:10 p.m.

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

#### **3.01 Acceptance of Retirements**

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

Hoai-Huong Bush, Counselor, GWC, Retirement Effective June 28, 2023 (revised date)  
Hai Pham, IT User Support Technician, DIS, Retirement Effective July 1, 2023  
Thien Vu, Division/Area Office Coordinator, CCC, Retirement Effective July 1, 2023

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

Motion carried with the following vote:

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

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

Darla Nunez, Golden West College ASG President provided a report to the Board.

#### **3.03 Acceptance of Associated Student Organizations Annual Reports and Assessments of Good Standing**

On a motion by Trustee Parker, seconded by Trustee Prinsky, the Board voted to accept the Annual Reports and find 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 Compliance Evaluations.

Motion carried with the following vote:

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

#### **3.04 Approval of the Associated Student Government of Coastline College 2023-2024 Annual Budget**

On a motion by Trustee Prinsky, seconded by Trustee Moreno, the Board voted to approve the Associated Student Government of Coastline College 2023-2024 Annual Budget as presented.

Motion carried with the following vote:

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

#### **3.05 Approval of the Associated Students of Golden West College 2023-2024 Annual Budget**

On a motion by Trustee Prinsky, seconded by Trustee Moreno, the Board voted to approve the Associated Students of Golden West College 2023-2024 Annual Budget as presented.

Motion carried with the following vote:

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

#### **3.06 Approval of the Associated Students of Orange Coast College 2023-2024 Annual Budget**

On a motion by Trustee Prinsky, seconded by Trustee Moreno, the Board voted to approve the Associated Students of Orange Coast College 2023-2024 Annual Budget as presented.

Motion carried with the following vote:

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

### **3.07 Internal Audit Quarterly Report and Approval of 2023-2024 Strategic Audit Plan**

On a motion by Trustee Parker, seconded by Trustee Moreno, the Board voted to approve the Fiscal Year 2023-2024 Internal Audit Strategic Work Plan.

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

Motion carried with the following vote:

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

### **3.08 CCFS-311Q Quarterly Financial Report**

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. Quintin Powell addressed the Board.

### **3.09 Chancellor's Goals for the District 2023-24**

On a motion by Trustee Moreno, seconded by Trustee Parker, the Board voted to adopt the Chancellor's Goals for the District 2023-2024. 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 Hornbuckle, Moreno, Parker, Patterson, Prinsky and Bruning
Noes:	None
Abstain:	None
Absent:	None



### **3.10 Reaffirmation of Student Trustee Rights**

On a motion by Trustee Prinsky, seconded by Trustee Parker, 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 Hornbuckle, Moreno, Parker, Patterson, Prinsky and Bruning
Noes:	None
Abstain:	None
Absent:	None

### **3.11 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 2023-2024 fiscal year.

Motion failed with the following vote:

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

On a motion by Trustee Parker, seconded by Trustee Hornbuckle, the Board voted to reevaluate an increase for the 2023-2024 fiscal year in September.

Motion passed with the following vote:

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

### **3.12 Legislative Board Committee Recommendation - AB1577**

On a motion by Trustee Prinsky, seconded by Trustee Patterson, the Board voted to endorse a letter of support for AB1577 General Acute Care Hospitals: Clinical Placements: Nursing.

AB1577 would require care facilities to prioritize community college clinical placements in order to meet the all the needs of the program.

Motion carried with the following vote:

Ayes:	Trustees Hornbuckle, Moreno, Parker, Patterson, Prinsky and Bruning
Noes:	None
Abstain:	None
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 3510 Prohibition of Workplace Violence  
AP 3510 Prohibition of Workplace Violence

### **Recess for Break**

The Board recessed for break at 6:45 p.m.

### **Reconvene to Open Session**

The Board reconvened to Open Session at 6:55 p.m.

### **3.14 Board Meeting Dates**

The Board reviewed upcoming meeting dates.

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

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

### **3.16 Board Directives and Reports Log**

The Board reviewed the Board Directives and Reports Log.

### **4.00 Consent Calendar (Items 5.01 - 19.01)**

Item 16.01 Personnel was pulled for discussion.

On a motion by Trustee Parker, seconded by Student Trustee Bruning, the Board voted to approve the balance of the Consent Calendar as revised.

Motion carried with the following vote:

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

Items #5 and #8 of the Personnel Items were pulled for discussion.

On a motion by Trustee Moreno, seconded by Trustee Prinsky, the Board voted to approve the balance of Item 16.01 Personnel as revised.

Motion carried with the following vote:

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

Following discussion, on a motion by Trustee Prinsky, seconded by Trustee Hornbuckle, the Board voted to approve Items #5 and #8 of Item 16.01 Personnel as revised.

Motion carried with the following vote:

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

## **20.00 Discussion Calendar**

## **21.00 Approval of Standard Agreements in Excess of \$109,300**

### **21.01 OCC - Standard Independent Contractor Agreement with Lopez Works, Inc.**

On a motion by Trustee Moreno, seconded by Trustee Parker, the Board voted to approve the Standard Independent Contractor Agreement with Lopez Works, Inc.

Lopez Works, Inc. provided sweeping and clean-up services for the OCC Swap Meet to include trash pick-up by hand and the use of mechanical devices. Trash and debris were picked up from the Swap Meet perimeter and all parking lots adjacent to the H Lot.

**Term:** July 1, 2023 – June 30, 2024

**Fiscal Impact:** NTE \$165,400 upon approval of invoices paid from Enterprise Swap Meet funds.

Motion carried with the following vote:

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

## **21.02 DIS - Standard Architectural Services Agreement with HMC Architects**

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

HMC Architects administered professional architectural and engineering services for alterations at the Nursing Building Simulation Lab 208 at Golden West College. Services included developing documents for approval with the Division of the State Architect (DSA), as well as consultation through bidding, construction, and closeout.

**Term:** June 22, 2023 – June 30, 2024

**Fiscal Impact:** \$284,200 paid with GWC Capital Outlay funds.

Motion carried with the following vote:

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

## **21.03 DIS - Standard Professional Services Agreement with D. Stafford & Associates**

On a motion by Trustee Moreno, seconded by Trustee Prinsky, the Board voted to approve the Standard Professional Services Agreement with D. Stafford & Associates.

The District sought and received seven proposals from qualified consultants to provide a comprehensive security and vulnerability assessment, to include a review of daytime, nighttime, and weekend operational threats. A nine-member selection committee consisting of faculty, staff, and management representatives from each site was established to review the proposals, based on the following scoring criteria:

- 1) Experience and qualifications of the proposed team
- 2) Overall capability, stability, and resources of the firm
- 3) References
- 4) Specific approach and management plan for this project
- 5) Cost

After interviewing three finalists, the committee unanimously recommended the selection of D. Stafford and Associates to complete the District-wide Physical Security and Vulnerability Assessment.

**Term:** June 22, 2023 – December 31, 2023

**Fiscal Impact:** \$179,500 paid with District Capital Outlay funds.

Motion carried with the following vote:

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

## **22.00 Approval of Non-Standard Agreements in Excess of \$109,300**

### **22.01 DIS - Non-Standard Independent Contractor Agreement with The Winters Group, Inc.**

On a motion by Trustee Parker, seconded by Trustee Prinsky, the Board voted to approve the Non-Standard Independent Contractor Agreement with The Winters Group, Inc.

The Winter's Group provided a virtual three-day facilitator certification program, Engaging in Bold, Inclusive Conversations, to designated district Managers. The cohort of participants were provided the tools and training to become facilitators on behalf of the district to provide training to employee groups.

**Term:** July 1, 2023 - August 31, 2023

**Fiscal Impact:** NTE \$146,725 paid with EEO/DEI Best Practices Grant funds.

Motion carried with the following vote:

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

## **23.00 Revenue Generating Agreements/Contracts Over \$109,300**

### **23.01 DIS - Funded Programs**

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

**Coastline College** received funding for the FY 2023-25 Culturally Responsive Pedagogy & Practices (CRPP) Innovative Best Practices (IBP) grant from the California Community Colleges Chancellor's Office (CCCCO) via Rancho Santiago Community College District (RSCCD). Funding supported the development of innovative Diversity, Equity, Inclusion, and Accessibility (DEIA)-minded and culturally competent professional development training for faculty.

**Fiscal Impact:** Coastline Community College received \$299,937 from May 24, 2023 to June 30, 2025. No matching funds required.

**Coastline College** received funding for the Regional Equity and Recovery Partnerships (RERP) grant from the CCCCCO. Funding supported the District's efforts to establish a RERP with a local workforce development board Regional Planning Unit (RPU) of the California Workforce Development Board. The partnership connected workers most impacted by the COVID-19 pandemic to high-quality jobs in target and growth industry sectors.

**Fiscal Impact:** Coastline Community College received \$140,276 from January 23, 2023 to September 30, 2025. No matching funds required.

**Coastline College** received funding for the Rehabilitative Investment Grant for Healing and Transformation (RIGHT) from the California Department of Corrections and Rehabilitation (CDCR) via Chabot-Las Positas Community College District. Funding supported the development and delivery of rehabilitative in-prison programming and upgrades to databases and systems to increase efficiencies and provide timely information to proctors and education coordinators who support students.

**Fiscal Impact:** Coastline Community College received \$274,855.92 from the date that the agreement was fully executed to June 30, 2025. No matching funds required.

**Coastline College** received a Modified Participation Agreement for the FY 2021-22 Strong Workforce Program (SWP) Regional Funding from CCCCCO via RSCCD. The SWP created more and better CTE programs across California. The Modified Participation Agreement provided an additional \$30,000 in funding for the Competency-Based Education project (increased from \$200,666 to \$230,666). All other terms remained unchanged.

**Fiscal Impact:** Coastline Community College received \$871,560 from July 1, 2021 to December 31, 2023. No matching funds required.

**Coastline College** received a Modified Participation Agreement for the FY 2022-23 SWP Regional Funding from CCCCCO via RSCCD. The Modified Participation Agreement provides \$33,500 for the OC Ethical Hacking Camp 2022-23 project. All other terms remained unchanged.

**Fiscal Impact:** Coastline Community College received \$1,015,284 from July 1, 2022 to June 30, 2024. No matching funds required.

**Golden West College** received a revision to the Coronavirus Aid, Relief, and Economic Security (CARES) Act, for Minority Serving Institution grant from the U.S. Department of Education. The revision extended the grant end date from August 3, 2023 to October 31, 2023 to allow for the completion of approved construction, renovation, or real property projects. As a condition of this project approval and performance, the institution was no longer eligible to

receive an automatic no-cost extension and the grantee will be expected to (1) have all project obligations incurred by the October 31, 2023, and (2) all obligations liquidated within 120 days after in order to successfully close out this grant. All other terms remained unchanged.

**Fiscal Impact:** Golden West College receives \$1,914,892 from June 4, 2020 to October 31, 2023. No matching funds required.

**Golden West College** received funding for the FY 2023-25 CRPP IBP grant from CCCCCO via RSCCD.

**Fiscal Impact:** Golden West College received \$300,000 from May 24, 2023 to June 30, 2025. No matching funds required.

**Orange Coast College** received funding for the FY 2023-25 CRPP IBP grant from CCCCCO via RSCCD.

**Fiscal Impact:** Orange Coast College received \$299,986 from May 24, 2023 to June 30, 2025. No matching funds required.

**Orange Coast College** received a Modified Participation Agreement for the FY 2021-22 Strong Workforce Program (SWP) Regional Funding from CCCCCO via RSCCD. The Modified Participation Agreement releases \$30,000 from the previously funded Competency-Based Education project. All other terms remained unchanged.

**Fiscal Impact:** Orange Coast College received \$503,394 from July 1, 2021 to December 31, 2023. No matching funds required.

Motion carried with the following vote:

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

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

### **24.01 GWC - Approval to Digitally Scan Student Records and to Destroy the Paper Records**

On a motion by Trustee Parker, seconded by Trustee Prinsky, the Board voted to approve the following:

1. To reclassify the digital copies of the noted student records as "Class 1 – Permanent," pursuant to sub-section "e" of Section 59022 of Title 5 and sub-section "b" of Section 59028 of Title 5.
2. To reclassify the paper copies of the records as "Class 3 – Disposable," pursuant to sub-section "e" of Section 59022 of Title 5 and sub-section "b" of Section 59028 of Title 5.
3. To destroy these Class 3 paper records pursuant to sub-section "e" of Section 59022 of Title 5 and sub-section "a" of Section 59028 of Title 5.
4. To include in the Minutes a notation of what paper documents are to be destroyed pursuant to sub-section "c" of Section 59028 of Title 5.

Golden West College sought to digitally scan student records and to destroy the paper records. These were academic student records within the meaning of sub-section "d-1" of Section 59023 of Title 5 of the *California Code of Regulations*, namely, all GWC student transcripts from 1966 through 1989. Interim GWC President Meridith Randall certified that the paper records to be scanned and destroyed did not include any records in conflict with Title 5 regulations pursuant to sub-section "b" of Section 59027 of Title 5. The digitally scanned records met the requirements set forth in sub-section "e" of Section 59022 of Title 5. Interim President Randall or her designee supervised the reclassification and destruction of the records pursuant to sub-section "a" of Section 59027 of Title 5, and the paper records were destroyed pursuant to the requirements of Section 59029 of Title 5.

**Fiscal Impact:** NTE \$2,000 paid with A&R General fund for document shredding and digital scanning.

Motion carried with the following vote:

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

#### **24.02 DIS - Approval of Amendment to Educational Administrator Employment Agreement (Hicks, Ricky, GWC)**

On a motion by Trustee Prinsky, seconded by Trustee Moreno, the Board voted to approve the Amendment to the Educational Administrator Employment Agreement with Ricky Hicks, Dean at Golden West College to increase the monthly salary by \$817.88 for an additional, temporary assignment of oversight of the GWC Administrative Services Department.

Motion carried with the following vote:

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

#### **24.03 DIS - Approval of Amendment to Educational Administrator Employment Agreement (Nguyen, Kay, GWC)**

On a motion by Trustee Parker, seconded by Trustee Prinsky, the Board voted to approve the Amendment with Kay Nguyen as Acting Vice President of Instruction at Golden West College at a monthly rate of \$18,825 commencing on May 3, 2023 and ending on June 30, 2023.

Motion carried with the following vote:



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

#### **24.04 DIS - Ratification of New Classified Employee Job Specification**

On a motion by Trustee Moreno, seconded by Trustee Prinsky, the Board voted to ratify the Classified Employee job specification for the IT Cybersecurity Systems Engineer, effective June 21, 2023.

Motion carried with the following vote:

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

#### **24.05 DIS - Ratification of Takeover Agreement with United States Fire Insurance Company for Bid No. 2156, Golden West College Language Arts Complex, Bid Package 05A**

On a motion by Trustee Parker, seconded by Trustee Patterson, the Board voted to ratify the Takeover Agreement with United States Fire Insurance for Bid No. 2156, Golden West College Language Arts Complex, Bid Package 05A.

On February 18, 2021, the District entered into an agreement with Columbia Steel Inc. (CSI) in the amount of \$4,578,330 to perform structural steel work on the Golden West College Language Arts Complex. In December 2022, CSI notified the District of its intent to close their business and that all of their outstanding project commitments would be referred to United States Fire Insurance Company, the surety that issued a performance bond for CSI's projects. The takeover agreement transferred the obligations and entitlements of CSI to the Surety and allowed work to resume.

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

Motion carried with the following vote:

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

#### **24.06 DIS - Ratification of Takeover Agreement and Assignment with United States Fire Insurance Company for Bid No. 2170, Orange Coast College Chemistry Building, Bid Package 07**

On a motion by Trustee Prinsky, seconded by Trustee Moreno, the Board voted to ratify the Takeover Agreement and Assignment with United States Fire Insurance Company for Bid No. 2170, Orange Coast College Chemistry Building, Bid Package 07.

On September 8, 2022, the District entered into an agreement with Columbia Steel Inc. (CSI) in the amount of \$4,488,000 to perform structural steel work on the Orange Coast College Chemistry Building. In December 2022, CSI notified the District of its intent to close their business and that all of their outstanding project commitments were being referred to United States Fire Insurance Company, the surety that issued a performance bond for CSI's projects.

This agreement transferred the obligations and entitlements of CSI to the Surety. Additionally, the Surety selected Muhlhausser Steel Inc. to perform the duties and obligations set forth under CSI's original contract, and with approval of this agreement, Muhlhausser's contract was assigned to the District to otherwise facilitate construction of the Project as originally intended. Both parties reserved rights to further assess potential delay and/or other damages which were attributable to the default of Columbia Steel.

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

Motion carried with the following vote:

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

#### **24.07 DIS - Approval of Change Orders for Four Trade Contractors, Golden West College Language Arts Complex; Bid No. 2156**

On a motion by Trustee Moreno, seconded by Trustee Parker, the Board voted to approve the change orders to four trade contracts as presented.

As part of the Vision 2020 Facilities Master Plan, Golden West College constructed a 76,732 square foot complex to replace the 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.

The project was partially state-funded; thus, trade package allowances were not authorized to be included in the contract to cover field adjustments, and each of the changes were authorized by the Board of Trustees. All adjustments were negotiated and deemed reasonable by the project team, College Vice President, and District Facilities.

**Fiscal Impact:** \$7,723 (~0.052% Increase) paid with Measure M Bond Funds – GWC Language Arts Complex.

Motion carried with the following vote:

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

**24.08 DIS - Bid Tabulations and Award of Contract for Golden West College Restroom Renovation Project, Bid No. 2187**

On a motion by Trustee Moreno, seconded by Trustee Parker, the Board voted to award the Standard Contractor Services Agreement for Bid No. 2187 to A2ZConstruct Inc.

Golden West College sought contractor services to remodel 10 restrooms on campus, to include new fixtures, tile, partitions, and upgraded plumbing infrastructure. The Project commenced on June 22, 2023, with completion in November 2023.

Notices were published in the Daily Pilot on May 4, 2023, and May 11, 2023. Additionally, notices were sent out to 409 vendors using the Planet Bids portal. An onsite job walk was conducted on May 12, 2023, and five bids were received and opened on May 23, 2023.

The bid results were as follows:

<u>Bid Received From:</u>	<u>Total Bid:</u>
<b>A2ZConstruct Inc.</b>	<b>\$430,000.00</b>
PO Box 80425	
Rancho Santa Margarita, California 92688	
Harbor Coating and Restoration	\$494,000.00
Alliant Construction Services Inc	\$520,556.22
K-Pacific Construction Inc.	\$649,000.00
M.S. Construction Management Group.	\$795,000.00

**Term:** June 22, 2023 – November 31, 2023

**Fiscal Impact:** \$430,000, including \$50,000 in project allowance paid with Golden West College Scheduled Maintenance Funds.

Motion carried with the following vote:

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

## 24.09 DIS - Bid Tabulations and Award of Contract for Golden West College General Education Building Abatement Project; Bid No. 2189

On a motion by Trustee Prinsky, seconded by Trustee Patterson, the Board voted to award the Standard Contractor Services Agreement for Bid No. 2189 to Unlimited Environmental, Inc.

Golden West College sought contractor services to perform hazardous material abatement on the General Education Building in preparation for demolition. The contractor furnished all supervision, technical personnel, labor, materials, and services required for remediation.

Notices were published in the Daily Pilot on May 17, 2023, and May 24, 2023. Additionally, notices were sent out to 463 vendors using the Planet Bids portal. An onsite job walk was conducted on May 25, 2023, and eight bids were received and opened on June 6, 2023.

The bid results were as follows:

<u>Bid Received From:</u>	<u>Total Bid:</u>
<b>Unlimited Environmental, Inc.</b>	<b>\$364,000</b>
2300 E Curry St.	
Long Beach, California 90805	

Sun Environmental Engineering Services	\$391,885
Resource Environmental	\$446,000
ATI Restoration, LLC	\$476,924
Danny Ryan Precision Contracting	\$485,000
Integrated Demolition and Remediation Inc	\$522,000
Quality Environmental Inc.	\$560,000
Bayview Environmental Services, Inc.	\$797,731

**Term:** June 22, 2023 – March 31, 2024

**Fiscal Impact:** \$364,000 which included \$50,000 in project allowance paid with Golden West College Scheduled Maintenance Funds.

Motion carried with the following vote:

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

#### 24.10 DIS - Bid Tabulations and Award of Contract for Golden West College KOCE Grading and Landscaping Project; Bid No. 2186

On a motion by Trustee Parker, seconded by Trustee Prinsky, the Board voted to award the Standard Contractor Services Agreement for Bid No. 2186 to Marina Landscape Inc.

Golden West College sought contractor services to perform the grading and landscape of the former KOCE administration site. The contractor furnished all supervision, technical personnel, labor, materials, machinery, tools, equipment, and services to complete all work required for the grading, import of soil, tree removal, and landscaping of the site.

Notices were published in the Daily Pilot on April 26, 2023, and May 4, 2023. Additionally, notices were sent out to 464 vendors using the Planet Bids portal. An onsite job walk was conducted on May 4, 2023, and six bids were received and opened on May 12, 2023.

The bid results were as follows:

<u>Bid Received From:</u>	<u>Total Bid:</u>
<b>Marina Landscape Inc.</b>	<b>\$294,725</b>
3707 W Garden Grove Blvd	
Orange, California 92868	
A2ZConstruct Inc	\$310,000
Leonida Builders Inc	\$332,000
Komex Construction Inc	\$428,000
SPAREA	\$597,000
M.S. Construction Management Group	\$620,000

**Term:** June 22, 2023 – August 31, 2023

**Fiscal Impact:** \$294,725 which included \$34,000 in project allowance paid with Golden West College Scheduled Maintenance Funds.

Motion carried with the following vote:

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

#### 25.00 Resolutions

**25.01 Resolution #23-26 Authorization to Utilize the Foundation of California Community Colleges (FCCC) Ellucian Contract #0000-4947 for the Coast Community College District**

On a motion by Trustee Moreno, seconded by Trustee Parker, the Board voted to adopt Resolution #23-26 for the authorization to utilize the Foundation of California Community Colleges (FCCC) Ellucian Contract for the Coast Community College District.

California Public Contract Code Section 20652 allowed a community college district to acquire software, technology, and associated implementation and integration services by utilizing an existing contract from another public entity without further competitive bidding. The Foundation for California Community Colleges (FCCC) of Sacramento was a public agency as defined in Government Code Section 20057 (b). California Public Contract Code Section 20661 and Title 5 California Code of Regulations Section 59131 allowed California Community Colleges to purchase materials, equipment, supplies, software, technology, and associated implementation and integration services from agreements lawfully entered into by the FCCC on behalf of the Chancellor of the California Community Colleges for up to ten years.

Ellucian L. P. collaborated with FCCC to amend statewide agreement terms and conditions making FCCC Cooperative Agreement 0000-4497 streamlined and beneficial to districts statewide. It enabled Coast Community College District to purchase various Ellucian cloud and web-based integrated products, software, software support services, associated professional services, and implementation and integration services. District staff further negotiated additional cost benefit savings and credits in the amount of \$1,156,386.

**Term:** July 1, 2023 - June 30, 2028

**Fiscal Impact:** Professional Services paid with District Capital Funds and License/Subscriptions paid with General Funds as follows:

Professional Services NTE:	\$ 3,578,146.00 (including 10% contingency)
License/Subscription FY23-24:	\$ 2,075,826
License/Subscription FY24-25:	\$ 2,277,421
License/Subscription FY25-26:	\$ 2,933,961
License/Subscription FY26-27:	\$ 2,469,443
License/Subscription FY27-28:	\$ 1,798,870
Total Contract Amount:	\$ 15,133,667

Motion carried with the following vote:

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

## **25.02 Resolution #23-27 Q3 Budget Transfers**

On a motion by Trustee Moreno, seconded by Trustee Prinsky, the Board voted to adopt Resolution #23-27 to approve Q3, January - March 2023 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 was a total of 618 transfers for Q3, January - March, 2023, of which 405 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 Hornbuckle, Moreno, Parker, Patterson, Prinsky and Bruning
Noes:	None
Abstain:	None
Absent:	None

## **25.03 Resolution #23-28 Q3 Increase Income and Expenditures for Adopted Budget 2022-23 FY**

On a motion by Trustee Moreno, seconded by Trustee Parker, the Board voted to adopt Resolution #23-28 for approval of the Q3 Budget Revision, to Increase Income and Expenditures for January - March 2023, FY 2022-23.

On September 7, 2022, the Coast Community College District Board of Trustees approved the FY 2022-23 budget. Some programs were not known about 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, 2023, District administration projected to have a net budget increase of \$17,238,454 during FY 2022-23. 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, Patterson, Prinsky and Bruning
Noes:	None
Abstain:	None
Absent:	None

#### **25.04 Resolution #23-29 Authorization to Purchase Transmission Dynamometer from Sole Source Provider**

On a motion by Trustee Prinsky, seconded by Student Trustee Bruning, the Board voted to adopt Resolution #23-29 authorizing the purchase of Axiline 97000 Transmission Dynamometer from Power Test for instructional purposes in the Golden West College Automotive Technology department.

Golden West College sought approval to purchase an Axiline 97000 Transmission Dynamometer for the Automotive Technology department. Power Test was the OEM of the product, and the only authorized company to supply this machine unless purchased directly through an authorized sub-contractor through which Power Test could supply qualified service technicians for the installation and training of the equipment.

**Fiscal Impact:** \$233,670 paid with Strong Workforce Local funds.

Motion carried with the following vote:

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

#### **25.05 Resolution #23-30 Authorization to Purchase 1973 Beechcraft King Air E90 #N12LA Aircraft from Sole Source Provider**

On a motion by Trustee Parker, seconded by Student Trustee Bruning, the Board voted to adopt Resolution #23-30 authorizing the purchase of 1973 Beechcraft King Air E90 #N12LA aircraft from Central Virginia Aviation, Inc. for the Orange Coast College Aviation Maintenance Technology Program.

The purchase of the 1973 Beechcraft King Air E90 #N12LA aircraft was necessary to provide training in all aspects of the program curriculum including airframe, powerplant and avionics for students in the Aviation Maintenance Technology program at Orange Coast College.

**Fiscal Impact:** \$395,000 paid with Strong Workforce 2022-23 local funding from Orange Coast College.

Motion carried with the following vote:

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



**25.06 Resolution #23-31 Allowing for the County Superintendent of Schools to Make Routine Budget Transfers**

On a motion by Trustee Moreno, seconded by Trustee Parker, the Board voted to adopt Resolution #23-31 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 2022-23 and during FY 2023-24.

The Orange County Superintendent of Schools maintained certain oversight of payroll and budget functions. 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 and 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 Hornbuckle, Moreno, Parker, Patterson, Prinsky and Bruning
Noes:	None
Abstain:	None
Absent:	None

**25.07 Resolution #23-32 Imposition of a Hiring Freeze for July 2023 to June 2024 and Reorganization and Lateral Transfer Plan**

On a motion by Trustee Moreno, seconded by Trustee Hornbuckle, the Board voted to adopt Resolution #23-32 Imposition of a Hiring Freeze for July 2023 - June 2024, Reorganization and Lateral Transfer Plan, effective July 1, 2023.

A continued hiring freeze was necessary for the 2023-2024 Fiscal Year due to the combination of a FTES enrollment decline, increasing expenditures for salaries and benefits, variations in SCFF funding, and a pending change in the structure of hold-harmless provisions in FY 2024-2025.

Motion carried with the following vote:

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

## **26.00 Policy Approval/Procedure Ratification**

### **26.01 DIS - Board Policies for Approval and Administrative Procedures for Ratification**

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

#### **Chapter 3. General Institution**

BP 3901 Electronic Information Security

AP 3901 Electronic Information Security

#### **Chapter 4. Academic Affairs**

BP 4230 Grading and Academic Record Symbols

AP 4230 Grading and Academic Record Symbols

Motion carried with the following vote:

Ayes: Trustees Hornbuckle, Moreno, Parker, Patterson, Prinsky and Bruning

Noes: None

Abstain: None

Absent: None

## **27.00 Approval of Minutes**

### **27.01 DIS - Minutes**

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

May 17, 2023 Regular Meeting

June 6, 2023 Special Meeting

Motion carried with the following vote:

Ayes: Trustees Hornbuckle, Moreno, Parker, Patterson, Prinsky and Bruning

Noes: None

Abstain: None

Absent: None

## **28.00 Informational Reports**

### **28.01 Report from the Chancellor**

The Chancellor provided a report to the Board.

### **28.02 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  
Meridith Randall, Interim President, Golden West College

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

There were no reports.

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

There were no reports.

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

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

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

The Trustees provided individual reports.

#### **Recess to Closed Session**

The Board recessed to Closed Session at 7:41 p.m.

#### **Reconvene to Open Session**

The Board reconvened to Open Session at 9:06 p.m.

#### **Report of Action in Closed Session**

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

For **Item 1.04 a. Public Employee Discipline/Dismissal/Release**, on a motion by Trustee Moreno, seconded by Trustee Patterson, the Board voted to approve the resignation of a faculty member.

Motion carried with the following vote:

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

For **Item 1.04 c. Public Employment**, on a motion by Trustee Parker, seconded by Trustee Patterson, the Board voted to approve and ratify the public employment items as revised.  
(See Appendix pages 30-34)

Motion carried with the following vote:

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

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

22-11 OCC Large Class Factor Business and Marketing Courses Fall 2022  
23-2 Federation Release Time  
23-CO6 OCC Open Educational Resources Coordinator (revised)

Motion carried with the following vote:

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

## **29.00 Close of Meeting**

### **29.01 Adjournment**

The meeting was adjourned in memory of Dr. Alex Patiño and Emylie Tran at 9:07 p.m.



Erik Fallis  
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***

	Pages
Public Employment.....	30-34

## 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>
Edmonds, AJ	GWC	Instructor, Computer Science	08/25/23	2-G-24
Garcia, Armando	GWC	Counselor, EOPS	07/01/23	1-G-24
Hampton, Shawn	GWC	Instructor, Nursing	08/25/23	3-G-24

#### 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

Blash, Megan

##### Discipline

Political Science

##### GWC

Camarena, Renee  
Davidson, Anne  
Halchiskak, Regina  
Heavener, Connie  
Levasseur, Therese  
Long, Judith  
Ly, Lillian  
McCall, Kit  
Phelps, Miza  
Vargas, Melina  
Wyatt, Joanne  
Yim, Jean  
Youn, Yumi

##### Discipline

Cosmetology  
Cosmetology  
Cosmetology  
Cosmetology  
Cosmetology  
Cosmetology  
Cosmetology  
Cosmetology  
Cosmetology  
Cosmetology  
Cosmetology  
Cosmetology  
Cosmetology

##### OCC

Berg, Kirstin  
Guerra, Jorge

##### Discipline

Geography  
Mathematics

### 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 "AJ" salary schedule. Assignments are for the period 07/01/22 to 06/30/23:

Morcos, Nagy Smith, Javon  
Spencer, Matthew  
Vrooman, Dennis

### 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>
Ramm Engle, Martha	GWC	Acting Dean	06/02/23-06/30/23
Randall, Meridith	GWC	Interim President	07/01/23-2/31/23

### 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>
Amador, Carolyn	CCC	Administrative Assistant II, Special Programs	08/03/23	C-010-23
Baltazar, Dulce	GWC	Dispatcher, 47.5 % FTE	06/28/23	G-022-23
De La Cruz, Tanya	OCC	Student Success & Equity Specialist	07/01/23	O-035-23
Flores, Angel	OCC	Grounds & Landscape Specialist	06/26/23	O-015-23
Grimm, Jeanette	OCC	Division/Area Office Coordinator	06/26/23	O-046-23
Hathaway, Sheryl	GWC	Educational Technologies Specialist	07/01/23	G-024-23
Melim, Richard	GWC	Grounds & Landscape Specialist Senior	06/22/23	G-027-23
Rodriguez, Karen	OCC	Administrative Assistant I	06/05/23	NA
Vicente, John	OCC	Lab Simulation Instructional Specialist	07/01/23	O-043-23
Wareham, Jutaporn	DIST	IT Business Process Analyst Senior	06/22/23	D-005-24

## 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>
Fantone, Calvin	GWC	Instructional Associate Online Instruction	Education Technology Associate	06/22/23
House, Dana	DIST	Receptionist	Assistant- Executive Office Services	06/22/23
Nguyen, Julie	GWC	Instructional Associate Online Instruction	Education Technology Associate	06/22/23
Osuna Wong, Elizabeth	DIST	Administrative Assistant I- PR	Administrative Assistant II	06/22/23

### Reassignment

<u>Name</u>	<u>LOC</u>	<u>From</u>	<u>To</u>	<u>Effective</u>
Ramirez, Nancy	CCC	Administrative Assistant to VP	Student Retention Specialist	06/13/23

### Reclassification

<u>Name</u>	<u>LOC</u>	<u>From</u>	<u>To</u>	<u>Effective</u>
Gorman, Danny	DIST	IT Cyber Security Analyst	IT Cyber Security Systems Engineer	07/01/23

## 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:

<u>Name</u>	<u>LOC</u>	<u>Title</u>	<u>Project-Specific Assignment</u>	<u>Start Dt</u>	<u>End Dt</u>
Bui, Derek	CCC	Director, Business Services	Temporary duties that are not fixed and prescribed to the assigned position that exceed five working days.	05/26/23	06/30/23
Wakim, Anis	OCC	Manager, Instructional Food Services	Temporary duties that are not fixed and prescribed to the assigned position that exceed five working days.	07/01/23	09/30/23
Wisener, Gregory	OCC	Manager, Waterfront Campus	Temporary duties that are not fixed and prescribed to the assigned position that exceed five working days.	05/11/23	06/30/23

## 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>
Chaudhry, Allyssa	GWC	Division Area Office Coordinator	Administrative Assistant to VP	05/19/23	06/30/23
Garcia, Tracey	OCC	Child Care Assistant	Child Care Specialist	06/01/23	06/30/23
Garcia, Veronica	OCC	Accounting Analyst	Accounting Analyst Senior	04/10/23	06/30/23
Grams, Lucy	OCC	Research Analyst	Research Analyst Senior	05/30/23	06/30/23
Lopez, Daly	GWC	Administrative Assistant to VP	Executive Assistant	05/19/23	06/30/23
Morgan, Margaret	OCC	Child Care Assistant	Child Care Specialist	07/01/23	07/31/23
Pino, Victor	OCC	Printing & Publishing Specialist I	Printing & Publishing Team Leader	06/01/23	06/30/23

### 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>
Alvarez Becerra, John	OCC	Café Assistant	Café Specialist	05/01/23	05/31/23
Pham, Jason	OCC	Café Specialist	Instructional Food Services Hospitality Coordinator	05/01/23	05/21/23
Yeung, Man	OCC	Café Specialist	Instructional Food Services Event Coordinator	05/01/23	05/21/23

## 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>
Segerblom, Mette	OCC	Sailing Program Coordinator	Temporary duties that are not fixed and prescribed to the assigned position that exceed five working days.	05/11/23	06/30/23