

REGULAR MEETING MINUTES*

Board of Trustees Coast Community College District

Board Room

Wednesday, October 18, 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 October 18, 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 4:00 p.m.

1.02 Roll Call

Trustees Present: Trustees Hornbuckle, Moreno, Parker, Patterson and Prinsky
Student Trustee Bruning joined the meeting at 5:00 p.m.

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 at 4:02 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:

8. Approval of Reclassification and Reorganization/Reassignment, Classified Staff
Energy Management Coordinator
Student Services Specialist
9. Ratification of Temporary Out of Class Assignments, Classified Management
10. Ratification of Project-Specific Assignment, Classified Management
Manager, Instructional Food Services
Manager, Student Success & Support Programs
11. Ratification of Temporary Out of Class Assignments, Classified Staff
Administrative Assistant I
Financial Aid Specialist
Maintenance Specialist II
Maintenance Specialist Team lead
Recycling Center Technician
Research Analyst Senior
12. Ratification of Project-Specific Assignment, Classified Staff
Administrative Assistant I
A&R Specialist Senior
Instructional Associate
Maintenance Specialist II
Public Safety Operations Coordinator
Sailing Program Coordinator
Student Retention Specialist
Student Success & Outreach Specialist

d. Conference with Labor Negotiator

Pursuant to *Government Code* § 54957.6

District Negotiators:

Dr. Whitney Yamamura, Chancellor

Marlene Drinkwine, Vice Chancellor Finance and Administrative Services

Crystal Crane, Executive Director Human Resources (for CCCA-CTA/NEA)

Employee Groups:

Coast Federation of Classified Professionals (CFCP)

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 5:09 p.m.

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

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

2.04 Board Directives and Reports Log

The Board reviewed the Board Directives and Reports Log.

3.00 Consent Calendar (Items 4.01 - 17.01)

Item 9.01 DIS - Funded Program was pulled for discussion.

On a motion by Trustee Moreno, seconded by Trustee Prinsky, 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

Following discussion, on a motion by Trustee Moreno, seconded by Trustee Prinsky, the Board voted to approve item 9.01 DIS - Funded Program.

Motion carried with the following vote:

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

18.00 Discussion Calendar

19.00 Revenue Generating Agreements/Contracts Over \$109,300

19.01 DIS - Funded Programs

On a motion by Trustee Prinsky, seconded by Trustee Parker, the Board voted to approve participation in the following funded programs and the revision to the contract.

Coastline Community College received a revision to a grant from the California Community Colleges Chancellor's Office for the Rising Scholars Network. The purpose of the grant was to serve students currently incarcerated in state and federal prisons by increasing the

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

21.00 Resolutions

21.01 Resolution #23-39 Granting Board Secretary Authority

On a motion by Trustee Prinsky, seconded by Trustee Patterson, the Board voted to adopt Resolution #23-39 granting Board Secretary authority to the District Director, Chancellor Operations and Governmental Affairs.

Motion carried with the following vote:

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

21.02 Resolution #23-40 Authorizing Payment to Trustee Absent from Board Meeting

On a motion by Trustee Parker, seconded by Trustee Moreno, the Board voted to adopt Resolution #23-40 Authorizing Payment to Trustee Absent from Board Meeting.

Motion carried with the following vote:

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

21.03 Resolution #23-42 Declaring October 16-20, 2023 as Undocumented Student Action Week

On a motion by Trustee Moreno, seconded by Trustee Prinsky, the Board voted to adopt Resolution #23-42 of the Board of Trustees of the Coast Community College District Declaring October 16-20, 2023 as Undocumented Student Action Week.

Motion carried with the following vote:

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


Julie Clevenger
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.*

4. Approval of Appointment of Educational Administrators

In accordance with Board Policies and Administrative Procedures, the following academic administrative staff are recommended by the Acting Vice Chancellor of Human Resources for appointment for service during the period shown below. Employment and payment for services will follow upon notification that all required documents have been completed and filed. The following educational administrators are recommended for appointment for service during the period shown below, subject to subsequent Board approval of the respective employment agreements.

<u>Name</u>	<u>LOC</u>	<u>Position</u>	<u>Contract Dates</u>	<u>Vacancy#</u>
Duran, Sonia	OCC	Director Extended Opportunity Programs & Services	10/23/23-06/30/25	OM-001-24

5. Approval of Appointment of Classified Management

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

<u>Name</u>	<u>LOC</u>	<u>Title</u>	<u>Start Dt</u>	<u>Vacancy #</u>
Heath, Sally	GWC	Project Director, MESA Program	11/01/23	GM-002-24
Koen, Denice	GWC	Director of Campus Security	10/23/23	GM-007-24

6. Approval of Appointment of Classified Staff

In accordance with Board Policies and Administrative Procedures, it is recommended by the Acting 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>
*Bui, Ivane	GWC	Admissions & Records Specialist	10/16/23	G-015-24
Hill, Tobin	DIST	IT User Support Analyst	11/01/23	D-009-24
*Moore, Doreen	GWC	Administrative Clerk, 47.5% FTE	10/11/23	G-017-24
Suarez, Efrain	OCC	Dispatcher	10/23/23	O-013-24

*Revised start date from 10/04/23 Board Agenda

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

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>
Carranza, Oscar	OCC	Maintenance Specialist I	Maintenance Specialist II	11/01/23	12/31/23
Grams, Lucy	OCC	Research Analyst	Research Analyst Senior	10/01/23	12/31/23
Madrigal, Francisco	OCC	Energy Management Specialist, HVAC	Maintenance Specialist Team Lead	10/01/23	12/31/23
Mondragon, Minerva	OCC	Financial Aid Technician	Financial Aid Specialist	10/01/23	12/31/23
Navarro, Guadalupe	CCC	Accounting Assistant Senior	Administrative Assistant I	10/01/23	12/31/23

12. Ratification of Project-Specific Assignment, Classified Staff

It is recommended by the Acting 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>
Gibian, Reid	GWC	Video Production Specialist	Temporary duties that are not fixed and prescribed to the assigned position that exceed five working days.	09/25/23	12/31/23
Jones, Kourtney	OCC	Program Coordinator- Early Childhood Lab School	Temporary duties that are not fixed and prescribed to the assigned position that exceed five working days.	08/01/23	10/31/23

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>
Jacobi, Jami	OCC	A&R Specialist Senior	Temporary duties that are not fixed and prescribed to the assigned position that exceed five working days.	10/01/23	12/31/23
La Bounty, Kayla	OCC	Student Success & Outreach Specialist	Temporary duties that are not fixed and prescribed to the assigned position that exceed five working days.	10/01/23	12/31/23
Nguyen, Annie	GWC	Public Safety Operations Coordinator	Temporary duties that are not fixed and prescribed to the assigned position that exceed five working days.	10/01/23	12/31/23
Nguyen, Bai	OCC	Administrative Assistant I	Temporary duties that are not fixed and prescribed to the assigned position that exceed five working days.	10/01/23	12/31/23
Queja, Nalani	GWC	Instructional Associate	Temporary duties that are not fixed and prescribed to the assigned position that exceed five working days.	10/01/23	12/31/23