

REGULAR MEETING MINUTES*

Board of Trustees Coast Community College District

Board Room

Wednesday, November 1, 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 November 1, 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 Vice President Prinsky called the meeting to order at 4:00 p.m.

1.02 Roll Call

Trustees Present: Trustees Moreno, Parker, Patterson and Prinsky

Trustees Absent: Trustees Hornbuckle and Bruning

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:

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. Talon Brunelle, Orange County Superior Court Case No. 30-2023-01341701
Stanislav Dubrovskiy vs. Coast CCD, Arbitration
Stanislav Dubrovskiy vs. Coast CCD, Public Employment Relations Board Case No. LA-CE-6636-E
Elaine Folayan vs. Coast CCD, Orange County Superior Court Case No. 30-2023-01322946
Orange County Choppers Design Properties, LLC vs. Coast CCD, U.S. Trademark Trial and Appeal Board Cancellation No. 92082762
Louis Tran vs. Coast CCD et al., Orange County Superior Court Case No. 30-2023-01336537

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
Francisco Fonseca, Sr. vs. Coast CCD, WCAB Case No. 7699536
Maria Garcia vs. Coast CCD, WCAB Case No. 17640505
Rafael Herrera vs. Coast CCD, WCAB Case No. 17377894
Eustorgia Leon vs. Coast CCD, WCAB Case No. 17773138
Stephen O'Connor vs. Coast CCD, WCAB Case No. 17191697
Phuong Pham vs. Coast CCD, WCAB Case No. 15039592
Thai Pham vs. Coast CCD, WCAB Case No. 11064970

c. Public Employment

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

1. Approval of Appointment of Full Time Faculty
2. Ratification of Appointment of Substitutes, Academic Staff
3. Ratification of Appointment of Part Time Faculty
4. Approval of Appointment of Educational Administrators
5. Approval of Appointment of Classified Management
6. Approval of Appointment of Classified Staff
 - Administrative Assistant
 - Administrative Assistant to the Vice President
 - Café Assistant
 - Curriculum Assistant
 - Dispatcher
 - Public Safety Officer
7. Approval of Appointment of Confidential Staff
8. Approval of Reclassification and Reorganization/Reassignment, Classified Staff

9. Ratification of Temporary Out of Class Assignments, Classified Management
10. Ratification of Project-Specific Assignment, Classified Management
11. Ratification of Temporary Out of Class Assignments, Classified Staff
Maintenance Specialist I
Outreach Specialist- CTE
12. Ratification of Project-Specific Assignment, Classified Staff
Program Coordinator- Early Childhood Lab School
Student Leadership Coordinator

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 Vice President Prinsky at 5:06 p.m.

1.06 Pledge of Allegiance

Trustee Moreno led the Pledge of Allegiance.

1.07 Report of Action in Closed Session

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

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

Motion carried with the following vote:

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

1.08 Public Comment

Charles Young addressed the Board.

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

2.01 Reports from the Presidents of Student Government Organizations

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

Jessica Lopez, Coastline College
Darla Nunez, Golden West College

2.02 Full-time Faculty Related Information, FON, Recommendation for Full-time Faculty Hiring for Fall 2024, and Compliance with the 50% Law

On a motion by Trustee Parker, seconded by Trustee Moreno, the Board voted to accept the recommendation for hiring of full-time faculty for fall 2024 as presented.

Vice Chancellors Drinkwine and Serban provided information on full-time faculty, Faculty Obligation Number (FON), compliance with the 50% law and included a recommendation for full-time faculty hiring for fall 2024.

Motion carried with the following vote:

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

2.03 Semi Annual Report on the Chancellor's Goals for the District 2023-24

On a motion by Trustee Moreno, seconded by Trustee Patterson, the Board voted to receive and file the Chancellor's Goals for the District 2023-24.

Chancellor Yamamura provided a status update on his Goals for the District 2023-24:

Goal #1 Strengthen proven-strategies for increasing student success and equity
Goal #2 Strengthen fiscal integrity

Goal #3 Increase enrollments productively
Goal #4: Strengthen employee, student, and community relations
Goal #5 Leverage innovation and technology

Motion carried with the following vote:

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

2.04 Board Self-Evaluation

Pursuant to Board Policy 2745, the Board conducted a self-evaluation and requested District employees to participate in the evaluation process. The results of the fall 2023 self-evaluation were reviewed to identify accomplishments and areas of improvement since the last self-evaluation cycle. In addition, the Board discussed its goals for 2023-25.

2.05 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 2. Board of Trustees

BP 2305 Annual Organizational Meeting
BP 2310 Regular Meeting of the Board
BP 2315 Closed Sessions
BP 2320 Special and Emergency Meetings
BP 2345 Public Participation at Board Meetings

Chapter 3. General Institution

BP 3250 Institutional Planning
AP 3903 Total Cost of Ownership (associated with BP 3250)
BP 3530 Weapons Prohibited on District Property
AP 3530 Weapons Prohibited on District Property

Chapter 5. Student Services

BP 5030 Fees
AP 5030 Fees

2.06 Board Meeting Dates

The Board reviewed upcoming meeting dates.

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

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

2.08 Board Directives and Reports Log

The Board reviewed the Board Directives and Reports Log.

On a motion by Trustee Parker, seconded by Trustee Moreno, the Board voted to add a report on the options and costs for accessibility technology to the first meeting in April 2024.

Motion carried with the following vote:

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

3.00 Consent Calendar (Items 4.01 - 16.01)

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

Motion carried with the following vote:

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

17.00 Discussion Calendar

18.00 Approval of Non-Standard Agreements in Excess of \$109,300

18.01 DIS - Non-Standard Amendment No. 5 to the Architectural Services Agreement with HMC Architects

On a motion by Trustee Moreno, seconded by Trustee Parker, the Board voted to approve Non-Standard Amendment No. 5 to the Architectural Services Agreement with HMC Architects.

On August 1, 2018, the Board of Trustees approved the standard architectural services agreement with HMC Architects in the amount of \$3,067,255 for the design of the Language Arts Complex at Golden West College.

Amendment No. 5 covered costs associated with additional engineering coordination services required on the fire sprinkler system as well as well as extended construction administration services.

Term: August 2, 2018 – November 31, 2023

Fiscal Impact:

Original Contract Amount: \$3,067,255

Amendment No. 1: \$8,860

Amendment No. 2: \$7,400

Amendment No. 3: \$11,500

Amendment No. 4: \$151,860

Amendment No. 5: \$219,960

New Contract Total: \$3,619,315

General Obligation Measure M Bond Funds

Motion carried with the following vote:

Ayes: Trustees Moreno, Parker, Patterson and Prinsky

Noes: None

Abstain: None

Absent: Trustees Hornbuckle and Bruning

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

19.01 CCC - Site License Agreement with Pacifica Christian High School Orange County

On a motion by Trustee Moreno, seconded by Trustee Patterson, the Board voted to approve the Site License Agreement with Pacifica Christian High School Orange County.

On a substitute motion by Trustee Parker, seconded by Trustee Patterson, the Board voted to withdraw the original motion and to table the item to be returned to the November 15, 2024 meeting with additional information or a revised agreement for further consideration.

The agreement licensed a portion of the Coastline College Newport Beach Learning Center parking lot for Pacifica Christian High School to utilize 45 parking spaces, on a non-exclusive basis. Parking permits would be issued by the Coastline College Office of Public Safety. Parking enforcement and permit management would adhere to the District's Administrative Procedure 6750.

Term: November 1, 2023 – December 31, 2033

Fiscal Impact: License Fee is as follows:

Year	Annual Fee	Due Date
1	\$82,125.00	11/1/23
2	\$86,231.25	11/1/24
3	\$90,542.81	11/1/25
4	\$95,069.95	11/1/26
5	\$99,823.45	11/1/27
6	\$104,814.62	11/1/28
7	\$110,055.35	11/1/29
8	\$115,558.12	11/1/30
9	\$121,336.03	11/1/31
10	\$127,402.83	11/1/32

Motion carried with the following vote:

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

19.02 DIS - Funded Programs

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

Coast Community College District received a Modified Participation Agreement for the FY 2022-23 Strong Workforce Program (SWP) Regional funding from the California Community Colleges Chancellor's Office (CCCCO) via Rancho Santiago Community College District (RSCCD). The modification provided \$118,000 in funding for the Counseling for Career Services project and \$100,000 for the Geospatial Approaches to Visualize Equity and Enrollment Trends in Adult and Career Education project. All other terms remained unchanged.

Fiscal Impact: Coast Community College District received \$841,000 from July 1, 2022, to June 30, 2024. No matching funds required.

Coastline Community College received a revision to the Increase NCAE K12 RING Capacity grant subaward from the National Security Administration via The University of Alabama in Huntsville. The revision provided \$96,486 in additional funding for the NetLab environment upgrades to HTML5, associated equipment and licensing, and additional NetLab seats. The grant end term was extended from July 1, 2023 to June 30, 2024. All other terms remained unchanged.

Fiscal Impact: Coastline Community College received \$148,518 from August 17, 2021, to June 30, 2024. No matching funds required.

Coastline Community College received a Modified Participation Agreement for the FY 2022-23 SWP Regional funding from CCCCCO via RSCCD. The modification provided an

additional \$55,000 in funding for the OC Cyber Competition. All other terms remained unchanged.

Fiscal Impact: Coastline Community College received \$1,070,284 from July 1, 2022, to June 30, 2024. No matching funds required.

Orange Coast College received a Modified Participation Agreement for the FY 2022-23 SWP Regional funding from CCCCCO via RSCCD. The modification provided \$150,000 in funding for the Enhancing Career Services for Equity program. All other terms remained unchanged.

Fiscal Impact: Orange Coast College receives \$672,309 from July 1, 2022, to June 30, 2024. No matching funds are required.

Motion carried with the following vote:

Ayes: Trustees Moreno, Parker, Patterson and Prinsky

Noes: None

Abstain: None

Absent: Trustees Hornbuckle and Bruning

20.00 Ratification/Approval of General Items of Business

20.01 OCC - Authorization to Conduct Short-term Study Abroad Programs

On a motion by Trustee Parker, seconded by Trustee Moreno, the Board voted to authorize the following study abroad programs to be conducted:

Guerrero Negro, Baja California, Mexico from February 16, 2024 through February 19, 2024. Mary Blasius to serve as faculty. All logistical arrangements will be handled by the program service provider Andiamo Travel.

Fiscal Impact: \$4,003. To be funded by the College; the program will generate full-time equivalent students (FTES).

Madrid, Spain, from June 6, 2024 through July 5, 2024. Jarren Gonzales to serve as faculty. All logistical arrangements will be handled by the program service provider Accent Global Learning.

Fiscal Impact: \$20,027. To be funded by the College; the program will generate FTES.

Madrid, Spain, from July 1, 2024 through July 26, 2024. Jocelyn Sherman Falcioni to serve as faculty. All logistical arrangements will be handled by the program service provider Accent Global Learning.

Fiscal Impact: \$16,264. To be funded by the College; the program will generate FTES.

Florence, Italy, from June 6, 2024 through July 6, 2024. Franca Hamber to serve as faculty. All logistical arrangements will be handled by the program service provider Accent Global Learning.

Fiscal Impact: \$12,725. To be funded by the College; the program will generate FTES.

St. Andrews, Inverness, and Oban, Scotland, from June 8, 2024 through July 5, 2024. Karen Baker, Robert Ellis, and Mary Blasius to serve as faculty. All logistical arrangements will be handled by the program service provider Education Travel Adventures.

Fiscal Impact: \$19,249. To be funded by the College; the program will generate FTES.

Motion carried with the following vote:

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

20.02 DIS - Approval of Educational Administrator Employment Agreement, Sonia Duran, OCC

On a motion by Trustee Parker, seconded by Trustee Moreno, the Board voted to approve the Employment Agreement with Sonia Duran as Director, EOPS at Orange Coast College at an annual salary of \$122,004 commencing on October 23, 2023 and ending on June 30, 2025.

Motion carried with the following vote:

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

20.03 DIS - Approval of Standard Contract Faculty Employment Agreement for Tenure Track Faculty New Hire for the 2023-24 Academic Year

On a motion by Trustee Moreno seconded by Trustee Parker, the Board voted to approve the Standard Contract Faculty Employment Agreement for a late start Tenure Track Faculty New Hire for the 2023-24 Academic Year.

Motion carried with the following vote:

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

20.04 DIS - Ratification of Classified Employee Job Specification

On a motion by Trustee Parker, seconded by Trustee Patterson, the Board voted to ratify the new Classified employee job specification for the position of Recycling Center Technician Lead.

Motion carried with the following vote:

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

21.00 Approval of Minutes

21.01 DIS - Minutes

On a motion by Trustee Moreno, seconded by Trustee Patterson, the Board voted to approve the Minutes of the Regular Meeting of October 18, 2023.

Motion carried with the following vote:

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

22.00 Informational Reports

22.01 Report from the Chancellor

The Chancellor provided a report to the Board.

22.02 Reports from the College Presidents

The following College Presidents provided reports to the Board:

Dr. Vince Rodriguez, Coastline College
Dr. Angelica Suarez, Orange Coast College
Meridith Randall, Interim President, Golden West College

22.03 Reports from the Academic Senate Presidents

The following Academic Senate Presidents provided reports to the Board:

Ann Holliday, Coastline College
Damien Jordan, Golden West College
Lee Gordon, Orange Coast College

22.04 Reports from the Classified Senate Presidents

John Fawcett, Orange Coast College Classified Senate President provided a report to the Board.

22.05 Reports from Presidents of Employee Representative Groups

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

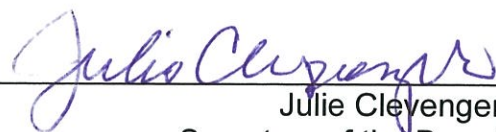
22.06 Reports from the Board of Trustees

The Trustees provided individual reports.

23.00 Close of Meeting

23.01 Adjournment

The meeting was adjourned at 6:22 p.m.



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.*

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:

Name	LOC	Title	Start Date	Vacancy #
*Diamond, Nicole	GWC	Counselor- Articulation Officer	01/02/24	6-G-24

*Voluntary Faculty Reassignment

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 \$56.046/hr based on the part-time faculty daily miscellaneous teaching rate for services rendered during the 2023-24 academic year.

<u>CCC</u>	<u>Discipline</u>
Brock, Marilyn	English
Golojuh, Josiah	English

<u>GWC</u>	<u>Discipline</u>
Deville, Yolanda	Cosmetology

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 07/01/23 to 06/30/24:

Otto, Jacob

4. Approval of Appointment of Educational Administrators

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

None

5. Approval of Appointment of Classified Management

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

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>
Alvarado Alcocer, Santos	CCC	Administrative Assistant to the Vice President	11/06/23	C-005-24
Chen, Aiyi	OCC	Café Assistant	11/06/23	O-033-24
Demaria, Steven	CCC	Public Safety Officer 48.75% FTE	11/02/23	C-011-24
Melchor, Stephanie	OCC	Café Assistant	11/06/23	O-011-24
Nguyen, Johnpaul	OCC	Curriculum Assistant	11/13/23	O-028-24
**Phan, Phuong	GWC	Administrative Assistant	11/02/23	G-014-23
*Suarez, Efrain	OCC	Dispatcher	11/06/23	O-013-24

***Revised start date from 10/18/23 Board Agenda**

****Reinstated from 39-month list**

7. Approval of Appointment of Confidential Staff

In accordance with Board Policies and Administrative Procedures, the following Confidential Staff are recommended for appointment to advertised positions:

None

8. Approval of Reclassification and Reorganization/Reassignment, Classified Staff

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

None

9. 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 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 be ratified:

None

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>
Isbell, Anna	CCC	Administrative Assistant	Outreach Specialist-CTE	10/01/23	11/31/23
Pacheco Jeronimo, Arturo	OCC	Custodian	Maintenance Specialist I	10/02/23	12/31/23

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>
Carlock, Allison	CCC	Student Leadership Coordinator	Temporary duties that are not fixed and prescribed to the assigned position that exceed five working days.	10/01/23	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>
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.	11/01/23	12/31/23

