

REGULAR MEETING MINUTES*

Board of Trustees Coast Community College District

Board Room

Wednesday, February 21, 2024

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 February 21, 2024 in the District Office Board Room at 1370 Adams Avenue, Costa Mesa, CA.

1.00 Preliminary Matters

1.01 Call to Order

Board President Prinsky 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:

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
Coast CCD vs. Charles Young, Orange County Superior Court Case No. 30-2024-01375578
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
Velvet Miscione vs. Coast CCD, Public Employment Relations Board Case No. LA-CE-6860-E
Velvet Miscione vs. Coast CCD, Civil Rights Department Case No. 2023-09-30020
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
Acting District Director, Grants and Educational Services
6. Approval of Appointment of Classified Staff
Grants Fiscal and Administrative Specialist
IT Infrastructure Analyst
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 Staff
Administrative Assistant to VP
10. Ratification of Project-Specific Assignment, Classified Staff
Administrative Assistant II
Cybersecurity Project Specialist
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 President Prinsky at 5:08 p.m.

1.06 Pledge of Allegiance

Trustee Moreno led the Pledge of Allegiance.

1.07 Report of Action in Closed Session

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

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

Motion carried with the following vote:

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

Absent: None

1.08 Public Comment

There were no requests to address the Board.

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

2.01 Annual Institutional Effectiveness Report 2022-23

Vice Chancellor Serban and representatives of the colleges presented the Annual Institutional Effectiveness Report 2022-23. The report contained the District's assessment of institutional effectiveness. The evaluation reflected the efforts of individuals across the District to examine institutional strengths and identify areas for improvement. The report contained four areas related to the District's and Colleges' missions, goals, functions, and resources: Student Learning, Achievement, and Development; Student Outreach and Responsiveness to the Community; Faculty, Staff, and Administrators/Managers; and Fiscal Support.

2.02 Acceptance of Retirements

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

Shannon O'Connor, Director of HR Recruitment & Employment, DIS, Retirement Effective March 1, 2024

On a motion by Trustee Hornbuckle, seconded by Trustee Moreno, the Board voted to accept the retirement.

Motion carried with the following vote:

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

2.03 Faculty/Student/Program Highlight

Michael Tran, Golden West College Counselor, highlighted the Golden West College Transfer Center. Areas of interest included CSU transfer data, the transfer academy, transfer awareness week, transfer services and the services team.

2.04 Legislative Board Committee Recommendation - AB1805

On a motion by Trustee Moreno, seconded by Trustee Parker, the Board voted to approve the letter in support of AB1805 (Ta) Academic content standards: history-social science: Mendez v. Westminster School District of Orange County.

Motion carried with the following vote:

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

2.05 Board Meeting Dates

The Board reviewed upcoming meeting dates.

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

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

2.07 Board Directives and Reports Log

The Board reviewed the Board Directives and Reports Log.

3.00 Consent Calendar (Items 4.01 - 17.01)

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

Motion carried with the following vote:

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

17.00 Discussion Calendar

18.00 Ratification/Approval of General Items of Business

18.01 DIS - Ratification of Revised Classified Manager Job Specification

On a motion by Trustee Hornbuckle, seconded by Trustee Parker, the Board voted to ratify the revised Classified Manager job specification for Public Safety and Evening Operations Supervisor, effective February 21, 2024.

Motion carried with the following vote:

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

18.02 DIS - Authorization to File Notice of Completion and Release Retention Funds for the Orange Coast College Air Handler Replacement, Building 7 Project

On a motion by Trustee Moreno, seconded by Trustee Hornbuckle, the Board voted to authorize the Chancellor or designee to file a Notice of Completion on the following project in compliance with Public Contract Code 7107 allowing for substantial completion by the public agency, or its agent (architect) of the work of improvement. Upon acceptance by the Chancellor or Vice Chancellor of Administrative Services, a Notice of Completion would be filed with the County of Orange Clerk Recorder's Office. Thirty-five (35) days after filing of the Notice of Completion and public notification to all subcontractors, the Chancellor or designee was authorized to pay retention due, accepting all work and/or materials as satisfactorily completed by the contractor(s). In the event of a dispute between the District and a Contractor, the District would withhold from the retention an amount not to exceed 150 percent of the disputed amount.

Orange Coast College Air Handler Replacement, Building 7 Project- Bid 2179
Contractor: Pardess Air Inc

Motion carried with the following vote:

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

19.00 Resolutions

19.01 Resolution #24-7 Establishing Nonresident Tuition Fee for FY 2024-25

On a motion by Trustee Parker, seconded by Trustee Hornbuckle, the Board voted to adopt Resolution #24-7 establishing the Nonresident Tuition Fee for FY 2024-25.

Fiscal Impact: No direct cost to the District, however, it was integral to fiscal operations.

Motion carried with the following vote:

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

20.00 Approval of Minutes

20.01 DIS - Minutes

On a motion by Trustee Parker, seconded by Trustee Moreno, the Board voted to approve the Minutes of the Regular Meeting of February 7, 2024 as amended.

Motion carried with the following vote:

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

Recess to Closed Session

The Board recessed to Closed Session at 5:54 p.m.

Reconvene to Open Session

The Board reconvened to Open Session at 6:44 p.m.

Report of Action in closed Session

There was no report of action in Closed Session.

21.00 Close of Meeting

21.01 Adjournment

The meeting was adjourned at 6:45 p.m.



Richard Goetz
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

Faculty Tenure-Track Advancement

A. Advancement to Second-Year. Pursuant to Sections 87607 and 87608 of the *Education Code*, based upon a comprehensive evaluation by each faculty member's Tenure Review Committee, and upon a recommendation of the respective College President, the Chancellor recommends that the Board of Trustees enter into a one-year contract for the 2024-2025 academic year as a probationary faculty member, pursuant to Section 87608(b) of the *Education Code*, contingent upon the faculty member serving a complete academic year during the 2023-2024 year, as defined in Sections 87605, 87468, or 87469 of the *Education Code*, for some of these employees, the recommendation may include an improvement plan as recommended by the Tenure Review Committee. The Board will consider approval of the contracts in Open Session at a subsequent Board meeting.

CCC

None

GWC

<u>Name</u>	<u>Discipline</u>
Edmonds, AJ	Computer Science
Garcia, Armando	Counseling, EOPS
Hampton, Shawn	Nursing

OCC

<u>Name</u>	<u>Discipline</u>
Gonzalez, Jessica	Philosophy
Lee, Robert	Aviation
Najera, Francisco	Ethnic Studies

B. Advancement to Third-Year. Pursuant to Sections 87607 and 87608.5 of the *Education Code*, based upon a comprehensive evaluation by each faculty member's Tenure Review Committee, and upon a recommendation of the respective College President, the Chancellor recommends that the Board of Trustees enter into a two-year contract for the 2024-2025 & 2025-2026 academic years as a probationary faculty member, pursuant to Section 87608.5(b) of the *Education Code*, contingent upon the faculty member serving a complete academic year during the 2023-2024 year, as defined in Sections 87468 or 87469 of the *Education Code*, for some of these employees, the recommendation may include an improvement plan as recommended by the Tenure Review Committee. The Board will consider approval of the contracts in Open Session at a subsequent Board meeting.

CCC

<u>Name</u>	<u>Discipline</u>
Barrios, Andrea	Computer Information Systems, Cybersecurity
Keagan, Sectino	Counseling, DSPS
White, Lawrence (Justin)	Business

GWC

<u>Name</u>	<u>Discipline</u>
Adame, Jeanette	History
Calcanas, Ruth	Sociology
Carlson, Matthew	Chemistry
Fioretto, Doreen	Education
Nguyen, Phuong	Nursing
Ray, Shatarupa	Biological Sciences
Singh, Herman	Economics
Smith, Kyle (Byron)	Psychology
Tran, Michael	Counseling
Uchlik, Aleksandra	Accounting
Zacharia, Rachel	Business

OCC

<u>Name</u>	<u>Discipline</u>
Alani, Mayada	Computer Science
Bistline, Ellen	English
Blasius, Mary	Marine Science & Aquarium Coordinator
Campbell, Amanda	Counseling
Eke-Amacker, Andrea	Counseling
Fascella, Cynthia	Counseling
Isenberg, Monroe	Art
Jones, Kara	Child Development & Education
Lovero, Karissa	Biological Sciences
Phan, Vu	Mathematics

C. Award of Tenure. Pursuant to Sections 87607 and 87609 of the *Education Code*, based upon a comprehensive evaluation by each faculty member's Tenure Review Committee, and upon a recommendation of the respective College President, the Chancellor recommends that the Board of Trustees award tenure, commencing at the 2024-2025 academic year, pursuant to Section 87609(a) of the *Education Code*, contingent upon the faculty member serving a complete academic year during the 2023-2024 year, as defined in Sections 87468 or 87469 of the *Education Code*.

CCC

None

GWC

<u>Name</u>	<u>Discipline</u>
Bitong, Leslie	Dance
Nguyen, Teresa	ELL
Powell, Joel	Political Science

OCC

<u>Name</u>	<u>Discipline</u>
Aydin, Hatice	Computer Science
Cohen, Stephen (Eric)	Culinary Arts/Food Technology
Franz, Ronald	Aviation Maintenance Technology
Gonzalez, Carly	Mathematics
Johnson, Nathan	Kinesiology & Head Baseball Coach
Leahy (Grace), Verna	Health Sciences, Food, & Nutrition
Matulis, Dan	Kinesiology & Head Water Polo Coach
Sheehan, Katherine	Studio Art
Vargas, Arlene	Counseling
Yip, Sam	Digital Media Arts & Design

2. Ratification of Appointment of Substitutes, Academic Staff

Part Time Faculty Substitutes

It is recommended by the Acting 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.

CCC

Chamberlain, Michael

Discipline

ESL

OCC

Flecky, Allison

Discipline

Culinary Arts/Food Technology

3. Ratification of Appointment of Part Time Faculty

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

None

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.

None

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:

Name

Aistrich, Darian

LOC

DIST

Title

Acting District Director, Grants and
Educational Services

Start Dt

02/20/24

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>
Golston, Eric	DIST	IT Infrastructure Analyst	02/26/24	D-012-24
Montgomery, Jason	DIST	Grants Fiscal and Administrative Specialist	03/01/24	D-021-24

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 Acting Vice Chancellor of Human Resources that the following changes for Classified Staff be ratified:

None

9. Ratification of Temporary Out of Class Assignments, Classified Staff

It is recommended by the Acting Vice Chancellor of Human Resources that the following changes for Classified Staff working temporary Out of Class be ratified:

<u>Name</u>	<u>LOC</u>	<u>From</u>	<u>To</u>	<u>Start Dt</u>	<u>End Dt</u>
*Grimm, Jeanette	OCC	Division/Area Office Coordinator	Administrative Assistant to VP	02/01/24	04/30/24

*Work Experience Program

10. 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 be ratified:

<u>Name</u>	<u>LOC</u>	<u>Title</u>	<u>Project-Specific Assignment</u>	<u>Start Dt</u>	<u>End Dt</u>
Alcala, Javier	CCC	Administrative Assistant II	Temporary duties that are not fixed and prescribed to the assigned position that exceed five working days.	02/01/24	05/31/24
Carlock, Alison	CCC	Student Leadership Coordinator	Temporary duties that are not fixed and prescribed to the assigned position that exceed five working days.	02/05/24	03/01/24
Fujianto, Handrias	CCC	Cybersecurity Project Specialist	Temporary duties that are not fixed and prescribed to the assigned position that exceed five working days.	12/01/23	02/29/24