

# **REGULAR MEETING MINUTES\***

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

**Board Room  
Wednesday, December 11, 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 December 11, 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, Dorn Parker, Prinsky  
Student Trustee Nunez 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 4:01 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

*Marco Baeza vs. Coast CCD*, U.S. District Court Case No. 8:24-cv-2044  
*Gabriel Cuellar vs. Coast CCD*, California Civil Rights Department Case No. 2024-03-24071622  
*Stanislav Dubrovskiy vs. Coast CCD*, California Civil Rights Department Case No. 2024-02-23495302  
*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  
*Nancy and Frank Gruber vs. Mission Viejo Pateadores, Inc. et al.*, Orange County Superior Court Case No. 30-2024-01372974  
*Juillianna Hallsted vs. Coast CCD et al.*, Orange County Superior Court Case No. 30-2024-01389047  
*Sabrina Oleson vs. Ray et al.*, Orange County Superior Court Case No. 30-2024-0149039  
*Louis Tran vs. Coast CCD et al.*, Orange County Superior Court Case No. 30-2023-01336537  
*Tom Tran vs. Coast CCD*, Orange County Superior Court Case No. 30-2024-01380332

**c. Public Employment**

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

1. Approval of Appointment of Full Time Faculty
2. Approval of Appointment of Educational Administrators  
District Director, Institutional Research, Planning Institutional Effectiveness  
Interim Dean, Career Education
3. Approval to Extend the Appointment of Educational Administrator  
Temporary Interim Dean, Math and Sciences
4. Approval of Reappointment of Educational Administrator
5. Approval of Appointment of Classified Management  
Acting Academic Support Coordinator
6. Approval of Appointment of Classified Staff  
Administrative Assistant I  
Administrative Assistant II  
Administrative Assistant to VP  
Curriculum Specialist  
Instructional Assistant  
IT Applications Analyst  
Purchasing Assistant  
Student Leadership Coordinator
7. Approval of Appointment of Confidential Staff

8. Ratification of Appointment of Substitute, Faculty
9. Ratification of Appointment of Part-Time Faculty
10. Ratification of Temporary Out of Class Assignments, Classified Staff
11. Ratification of Project-Specific Assignment, Classified Staff

**d. Conference with Labor Negotiator**

Pursuant to *Government Code* § 54957.6

District Negotiators:

Dr. Whitney Yamamura, Chancellor

Dr. Diane Fiero, Vice Chancellor of Human Resources

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 5:06 p.m.

**1.06 Pledge of Allegiance**

Trustee Hornbuckle led the Pledge of Allegiance.

**1.07 Report of Action in Closed Session**

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

**Item 1.04 c. Public Employment**

The Board voted to approve and ratify the public employment items.  
(See Appendix)

Motion by Trustee Dorn Parker Second by Trustee Moreno

Carried with the following vote:

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

#### **1.08 Public Comment**

Charles Young addressed the Board.

#### **2.00 Public Hearing**

##### **2.01 Public Hearing on Initial Negotiation Proposal from the Coast Community College District to the Coast Community College Association - California Teachers Association/National Education Association (CCA-CTA/NEA) for a Successor Collective Bargaining Agreement**

Members of the public were provided opportunity to comment on the Initial Negotiation Proposal from the Coast Community College District to the Coast Community College Association - California Teachers Association/National Education Association (CCA-CTA/NEA) for a Successor Collective Bargaining Agreement.

Board President Prinsky opened the Public Hearing at 5:13 p.m.

Diane Fiero, Vice Chancellor of Human Resources, reviewed highlights of the proposal.

There were no public comments. Trustees Hornbuckle and Moreno provided comments and corrected the language of the proposal document to state "from the Coast Community College District to the Coast Community College Association - California Teachers Association/National Education Association."

The Public Hearing was closed at 5:15 p.m.

##### **2.02 Public Hearing on Initial Negotiation Proposal from the Coast Community College Association - California Teachers Association/National Education Association (CCA-CTA/NEA) to the Coast Community College District for a Successor Collective Bargaining Agreement**

Members of the public were provided opportunity to comment on the Initial Negotiation Proposal from the Coast Community College Association - California Teachers Association/National Education Association (CCA-CTA/NEA) to the Coast Community College District for a Successor Collective Bargaining Agreement.

Board President Prinsky opened the Public Hearing at 5:16 p.m.

Diane Fiero, Vice Chancellor of Human Resources, reviewed highlights of the proposal.

There were no public comments.

The Public Hearing was closed at 5:17 p.m.

### **Request to Reopen Public Comment**

The Board voted to reopen Public Comment.

Motion by Trustee Dorn Parker, Second by Trustee Hornbuckle

Carried with the following vote:

Advisory:	Student Trustee Nunez (Aye)
Ayes:	Trustees Hornbuckle, Moreno, Dorn Parker, Prinsky
Noes:	None
Abstain:	None
Absent:	None

Lee Gordon addressed the Board.

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

### **3.01 Minutes**

The Board voted to approve the minutes of the November 20, 2024 regular meeting.

Motion by Trustee Dorn Parker, Second by Trustee Hornbuckle

Carried with the following vote:

Advisory:	Student Trustee Nunez (Aye)
Ayes:	Trustees Hornbuckle, Moreno, Dorn Parker, Prinsky
Noes:	None
Abstain:	None
Absent:	None

### **3.02 Acceptance of Retirements**

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

Diane Colvin, Instructor, OCC, Retirement Effective December 31, 2024

Efren Galvan, Director of Enrollment Services, OCC, Retirement Effective December 31, 2024

Jennifer Ortberg, Director of Enrollment Services, GWC, Retirement Effective December 31, 2024

Richard Riley, Senior Custodian, CCC, Retirement Effective January 11, 2025

The Board voted to accept the retirements.

Motion by Trustee Hornbuckle, Second by Trustee Dorn Parker

Carried with the following vote:

Advisory:	Student Trustee Nunez (Aye)
Ayes:	Trustees Hornbuckle, Moreno, Dorn Parker, Prinsky
Noes:	None
Abstain:	None
Absent:	None

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

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

Amelia Le, Coastline College  
Savannah Garcia, Orange Coast College

### **3.04 Internal Audit Quarterly Report**

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

### **3.05 CCFS 311Q-Q1 Memo FY 2024-25**

Title 5, California Code of Regulations, Section 58310 requires 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. Vice Chancellor Drinkwine provided the CCFS-311Q first quarter Financial Status Report ending September 30, 2024.

### **3.06 Coast Colleges Annual Equity and Diversity in Hiring Report, 2023-2024 AY**

Vice Chancellor Fiero provided the Coast Colleges Annual Equity and Diversity Hiring Report for the 2023-2024 Academic Year.

### **3.07 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 3503 Missing Student Notification  
AP 3503 Missing Student Notification

### **3.08 Board Meeting Dates**

The Board reviewed upcoming meeting dates.

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

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

### **3.10 Board Directives and Reports Log**

The Board reviewed the Board Directives and Reports Log.

## **4.00 Consent Calendar (Items 5.01 - 18.01)**

The Board voted to approve the Consent Calendar.

Motion by Trustee Hornbuckle, Second by Trustee Dorn Parker

Carried with the following vote:

Advisory:	Student Trustee Nunez (Aye)
Ayes:	Trustees Hornbuckle, Moreno, Dorn Parker, Prinsky
Noes:	None
Abstain:	None
Absent:	None

## **19.00 Discussion Calendar**

## **20.00 Approval of Standard Agreements in Excess of \$114,500**

### **20.01 GWC - Standard Amendment No. 1 to the Independent Contractor Agreement with Alex Nino D. Lajada**

Vendor to coordinate and administer certified nurse assistant exams, hire, train, and pay qualified staff for nurse assistant certification exams for GWC Regional Testing Center. Amendment No. 1 is to increase the amount by \$200,000.

Term: July 1, 2024 – December 31, 2024

Fiscal Impact:

Original Contract Amount: \$114,000

Amendment No. 1: \$200,000

New Contract Total: \$319,000

Compensation shall be based on the number of exams administered to be paid \$40 per manual exam, \$13 per written exam, and \$15 per oral exam upon receipt of signed invoice from RHORC RTC Trust fund.

The Board voted to approve Amendment No. 1 to the Independent Contractor Agreement with Alex Nino D. Lajada.

Motion by Trustee Moreno, Second by Trustee Hornbuckle

Carried with the following vote:

Advisory:	Student Trustee Nunez (Aye)
Ayes:	Trustees Hornbuckle, Moreno, Dorn Parker, Prinsky
Noes:	None
Abstain:	None
Absent:	None

## **21.00 Approval of Non-Standard Agreements in Excess of \$114,500**

### **21.01 DIS - Non-Standard Amendment No. 2 to the Construction Management Services Agreement with C.W. Driver, LLC for the Orange Coast College Chemistry Project**

The Orange Coast College Chemistry project completion date has been extended from September 19, 2024 to October 31, 2024. The time extension was due to the installation of an additional exhaust duct and valve in the corrosive storage room, lab lattice rod material changes at all fume hoods, and extended concrete work due to additional coordination amongst trades. Extended oversight of the activities listed above required C.W. Driver to extend their contract services to October 31, 2024.

Term: May 6, 2021 – October 31, 2024

Fiscal Impact:

Original Agreement - \$151,675

Amendment No. 1 - \$2,463,797

Amendment No. 2: \$64,330

New Total - \$2,679,802

To be paid using General Obligation Measure M Bond Funds

The Board voted to approve Amendment No. 2 to the Construction Management Services Agreement with C.W. Driver, LLC for the Orange Coast College Chemistry Project.

Motion by Trustee Hornbuckle, Second by Trustee Moreno

Carried with the following vote:



Advisory: Student Trustee Nunez (Aye)  
Ayes: Trustees Hornbuckle, Moreno, Dorn Parker, Prinsky  
Noes: None  
Abstain: None  
Absent: None

## **22.00 Revenue Generating Agreements Over \$114,500**

### **22.01 DIS - Funded Programs**

**Coast Community College District** received a Modified Participation Agreement for the FY 2022-23 Strong Workforce Program (SWP) Regional Funds from the California Community Colleges Chancellor's Office (CCCCO) via Rancho Santiago Community College District. The Modified Participation Agreement reallocates \$3,752 of unspent funds from the Geospatial Approaches to Visualize Equity and Enrollment Trends in Adult and Career Education (original budget: \$100,000) to Counseling for Career Success (original budget: \$118,000). All other terms and conditions remain the same.

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

**Coastline Community College** received a grant from the CCCCCO for the California Apprenticeship Initiative New and Innovative Grant – Business Operations and Supply Chain Apprenticeship Program. The purpose of the grant is to establish a Business Operations and Supply Chain Apprenticeship program which will register 70 apprentices with the Division of Apprenticeship Standards during the grant term targeting the Business Operations and Services sector in the Orange County region.

Fiscal Impact: Coastline Community College receives \$1,050,000 from August 1, 2024 to December 31, 2025. No matching funds required.

**Orange Coast College** received Amendment #3 to the Innovation and Effectiveness Grant Agreement from the CCCCCO via Santa Clarita Community College District. Amendment #3 makes the following changes: 1) approves the reallocation of remaining grant funding of \$50,183.31 to support data coaching efforts at the college as outlined in Amendment #3 Exhibit A, and 2) extends the grant end date from September 30, 2024 to October 31, 2024. All other terms remain the same.

Fiscal Impact: Orange Coast College receives \$200,000 from July 6, 2020 to October 31, 2024. No matching funds required.

The Board voted to approve participation in the funded programs, the contracts and amendments to the contracts.

Motion by Trustee Moreno, Second by Trustee Dorn Parker

Carried with the following vote:

Advisory: Student Trustee Nunez (Aye)

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

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

### **23.01 DIS - Approval of Executive Educational Administrator Employment Agreements and Educational Administrator Employment Agreements**

Following the oral announcement by the Board President of the recommended Board action pursuant to the Brown Act, the Board voted to approve the Executive Educational Administrator and Educational Administrator Employment Agreements for the following individuals with the following annual compensation:

**Marlene Drinkwine** with an annual salary of \$317,957, and a monthly mileage stipend of \$290.

**Angelica Suarez** with an annual salary of \$317,957, an annual doctoral stipend of \$3,000, and a monthly mileage stipend of \$290.

**Don Bui** with an annual salary of \$150,459, and a monthly mileage stipend of \$110.

**Kathryn Mueller** with an annual salary of \$251,578, an annual doctoral stipend of \$3,000, longevity pay of \$2,700 annually, and a monthly mileage stipend of \$225.

**Isela Ocegueda** with an annual salary of \$245,442, an annual doctoral stipend of \$3,000, and a monthly mileage stipend of \$130.

**Michael Scott** with an annual salary of \$150,459, a monthly mileage stipend of \$110.

**Claudia Vernon** with an annual salary of \$149,835, and a monthly mileage stipend of \$65.

**Dorsie Brooks** with an annual salary of \$195,273, and a monthly mileage stipend of \$130.

**Lauren Davis Sosenko** with an annual salary of \$212,345, an annual doctoral stipend of \$3,000, and a monthly mileage stipend of \$130.

**Linda Ju-Ong** with an annual salary of \$150,459, and a monthly mileage stipend of \$110.

**Carla Martinez** with an annual salary of \$217,655, an annual doctoral stipend of \$3,000, longevity pay of \$2,000 annually, and a monthly mileage stipend of \$130.

**Alexis Miranda** with an annual salary of \$217,655, an annual doctoral stipend of \$3,000, and a monthly mileage stipend of \$130.

**Christina Ryan Rodriguez** with an annual salary of \$217,655, an annual doctoral stipend of \$3,000, and a monthly mileage stipend of \$130.

**Natalie Timpson** with an annual salary of \$162,143.

**Sonia Duran** with an annual salary of \$149,835, and a monthly mileage stipend of \$130.

**Erin Fitzgerald** with an annual salary of \$143,210, an annual doctoral stipend of \$3,000, and a monthly mileage stipend of \$130.

**Kevin Henson** with an annual salary of \$217,655, and a monthly mileage stipend of \$130.

**Lisa Knuppel** with an annual salary of \$217,655, and a monthly mileage stipend of \$130.

**Sara Martinez** with an annual salary of \$150,459, and a monthly mileage stipend of \$110.

**Larissa Nazarenko** with an annual salary of \$217,655, and a monthly mileage stipend of \$130.

**Madjid Niroumand** with an annual salary of \$251,578, an annual doctoral stipend of \$3,000, longevity pay of \$3,500 annually, and a monthly mileage stipend of \$130.

**Richard Pagel** with an annual salary of \$251,578, an annual doctoral stipend of \$3,000, longevity pay of \$3,500 annually, and a monthly mileage stipend of \$130.

**Sheri Sterner** with an annual salary of \$217,655, an annual doctoral stipend of \$3,000, longevity pay of \$3,500 annually, and a monthly mileage stipend of \$130.

**John Taylor** with an annual salary of \$217,655, an annual doctoral stipend of \$3,000, and a monthly mileage stipend of \$130.

**Lawrence Valentine** with an annual salary of \$162,143, and a monthly mileage stipend of \$130.

Motion by Trustee Dorn Parker, Second by Trustee Moreno

Carried with the following vote:

Advisory: Student Trustee Nunez (Aye)  
Ayes: Trustees Hornbuckle, Moreno, Dorn Parker, Prinsky  
Noes: None  
Abstain: None  
Absent: None

#### **23.02 DIS - Approval of Educational Administrator and Interim Educational Administrator Employment Agreements**

Following the oral announcement by the Board President of the recommended Board action pursuant to the Brown Act, the Board voted to approve the Educational Administrator Employment Agreements and Interim Educational Administrator Employment Agreements for the following individuals with the following annual compensation:

**Nathaniel Harrison** with an annual salary of \$180,559 and a monthly longevity pay of \$225.

**Peggy Bilbruck** with an annual salary of \$207,167, and an annual doctoral stipend of \$3,000.

**Ricky Hicks** with an annual salary of \$239,454, and a monthly mileage stipend of \$130.

**Kay Nguyen** with an annual salary of \$217,655, an annual doctoral stipend of \$3,000, and a monthly mileage stipend of \$130.

Motion by Trustee Dorn Parker, Second by Trustee Moreno

Carried with the following vote:

Advisory: Student Trustee Nunez (Aye)  
Ayes: Trustees Hornbuckle, Moreno, Dorn Parker, Prinsky  
Noes: None  
Abstain: None  
Absent: None

**23.03 DIS - Approval of Third Amendment to Interim Educational Administrator Employment Agreement (Tyler Boogar, OCC)**

The Board voted to approve the Third Amendment with a revised contract end date of January 30, 2025 for the Interim Educational Administrator Employment Agreement with Tyler Boogar, Temporary Interim Dean at OCC.

Motion by Trustee Hornbuckle, Second by Trustee Dorn Parker

Carried with the following vote:

Advisory:	Student Trustee Nunez (Aye)
Ayes:	Trustees Hornbuckle, Moreno, Dorn Parker, Prinsky
Noes:	None
Abstain:	None
Absent:	None

**23.04 DIS - Approval of Executive Educational Administrator Employment Agreement and Educational Administrator Employment Agreement Templates**

The Board voted to approve the Executive Educational Administrator Employment Agreement and the Educational Administrator Employment Agreement templates as standard agreements.

Motion by Trustee Dorn Parker, Second by Trustee Hornbuckle

Carried with the following vote:

Advisory:	Student Trustee Nunez (Aye)
Ayes:	Trustees Hornbuckle, Moreno, Dorn Parker, Prinsky
Noes:	None
Abstain:	None
Absent:	None

**23.05 DIS - Approval of Change Order No. 2 with SPAREA for the Orange Coast College Pool & Classrooms Project; Bid No. 2194**

On January 17, 2024, the Board awarded Bid No. 2194, to SPAREA for the complete demolition and rerouting of existing underground utilities, including upsizing existing electrical equipment by the gymnasium. Due to a significant amount of additional concrete and asphalt found underground, added labor hours and equipment rental were required to dig around the existing electrical vault that was being expanded. Electrical shutdowns of adjacent buildings were completed during off-hours to minimize impact to classes. Additional fiber was installed to provide internet service to the Snack Shack. A credit was given back for work no longer needed to be completed.

Term: January 18, 2024 – December 31, 2024

**Fiscal Impact:**

Original Contract: \$1,191,000

Change Order No. 1: \$28,000

Change Order No. 2: \$66,699

New Contract Total: \$1,286,299 (7.9% Overall Increase)

To be paid with Orange Coast College Capital Outlay funds.

The Board voted to approve Change Order No. 2 with SPAREA Inc. for the Orange Coast College Pool & Classrooms Project; Bid No. 2194.

Motion by Trustee Dorn Parker, Second by Trustee Hornbuckle

Carried with the following vote:

Advisory: Student Trustee Nunez (Aye)

Ayes: Trustees Hornbuckle, Moreno, Dorn Parker, Prinsky

Noes: None

Abstain: None

Absent: None

**23.06 DIS - Authorization to File Notice of Completion and Release Retention Funds**

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 Section 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 will 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 is 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 may withhold from the retention an amount not to exceed 150 percent of the disputed amount.

Golden West College General Education Building Demolition and new Site Work Rebid 33A Utilities- Bid 2198

Contractor: MSH Construction Company, Inc

Golden West College General Education Building Demolition - Bid 2190

Contractor: Unlimited Environmental, Inc.

Orange Coast College Pool & Classrooms - Bid 2194

Contractor: SPAREA, Inc.

Motion by Trustee Moreno, Second by Trustee Hornbuckle

Carried with the following vote:

Advisory: Student Trustee Nunez (Aye)  
Ayes: Trustees Hornbuckle, Moreno, Dorn Parker, Prinsky  
Noes: None  
Abstain: None  
Absent: None

## **24.00 Policy Approval/Procedure Ratification**

### **24.01 Board Policies for Approval and Administrative Procedures for Ratification**

The Board voted to table AP 7120B Recruitment and Selection for Management Employees to a future meeting.

Motion by Trustee Moreno, Second by Trustee Dorn Parker

Carried with the following vote:

Advisory: Student Trustee Nunez (Aye)  
Ayes: Trustees Hornbuckle, Moreno, Dorn Parker, Prinsky  
Noes: None  
Abstain: None  
Absent: None

The Board voted to approve/ratify the following policies and procedures:

#### **Chapter 2. Board of Trustees**

BP 2100 Board Elections

BP 2310 Regular Meetings of the Board

BP 2430 Delegation of Authority to Chancellor

AP 2430 Delegation of Authority to the College Presidents

#### **Chapter 7. Human Resources**

BP 7260 Classified Managers – Revision

Motion by Trustee Moreno, Second by Trustee Hornbuckle

Carried with the following vote:

Advisory: Student Trustee Nunez (Aye)  
Ayes: Trustees Hornbuckle, Moreno, Dorn Parker, Prinsky  
Noes: None  
Abstain: None  
Absent: None

## **25.00 Resolutions**

### **25.01 Resolution #24-29 Q1 Budget Transfers**

The California Code of Regulations (Title V) Section 58307, requires the Board of Trustees to approve, by a majority vote, all transfers of funds between expenditure classifications. There is a total of 293 transfers for July-September 2024, of which 194 are restricted.

Fiscal Impact: There is no cost associated with the Resolution, but it is integral to fiscal operations.

The Board voted to adopt Resolution # 24-29 for approval of Q1, July-September, 2024 Budget Transfers for FY 2024-25.

Motion by Trustee Hornbuckle, Second by Trustee Moreno

Carried with the following vote:

Advisory:	Student Trustee Nunez (Aye)
Ayes:	Trustees Hornbuckle, Moreno, Dorn Parker, Prinsky
Noes:	None
Abstain:	None
Absent:	None

### **25.02 Resolution #24-30 Q1 Budget Revision**

On September 4, 2024, the Coast Community College District Board of Trustees adopted the 2024-25 FY budget. Some programs were not known at the time of adoption of the District Budget, and at each quarter a resolution is advanced to the Board to reconcile emerging fiscal data. As of September 30, 2024, district administration is projecting to have a net budget increase of \$5,330,549 during 2024-2025. As this was not included in the 2024-2025 Adopted Budget, it is necessary to adopt a resolution to increase income and expenditures for 2024-2025.

Fiscal Impact: There is no cost associated with the Resolution, but it is integral to fiscal operations.

The Board voted to adopt Resolution # 24-30 for approval of the Q1 Budget Revision, Increase of Income and Expenditure for July-September 2022, FY 2024-25.

Motion by Trustee Moreno, Second by Trustee Hornbuckle

Carried with the following vote:

Advisory:	Student Trustee Nunez (Aye)
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Ayes: Trustees Hornbuckle, Moreno, Dorn Parker, Prinsky  
Noes: None  
Abstain: None  
Absent: None

**25.03 Resolution #24-31 Adopting the Board of Trustees Meeting Schedule for Calendar Year 2025**

The Board voted to adopt Resolution # 24-31 the Board of Trustees Meeting Schedule for Calendar Year 2025 as revised, changing the October 1, 2025 meeting to September 30, 2025.

Motion by Trustee Hornbuckle, Second by Trustee Dorn Parker

Carried with the following vote:

Advisory: Student Trustee Nunez (Aye)  
Ayes: Trustees Hornbuckle, Moreno, Dorn Parker, Prinsky  
Noes: None  
Abstain: None  
Absent: None

**26.00 Informational Reports**

**26.01 Report from the Chancellor**

The Chancellor provided a report to the Board.

**26.02 Reports from the College Presidents**

The following College Presidents provided reports to the Board:

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

**26.03 Reports from the Academic Senate Presidents**

The following Academic Senate Presidents provided reports to the Board:

Ann Holliday, Coastline College  
Rendell Drew, Orange Coast College



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

Jeanette Grimm, Orange Coast College Classified Senate President, provided a report to the Board.

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

There were no reports.

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

The Trustees provided individual reports.

#### **27.00 Close of Meeting**

##### **27.01 Adjournment**

The meeting was adjourned in memory of John Flemming at 6:47 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 (contingent upon the execution and Board approval of the employment agreement)

None

#### 2. Approval of Appointment of Educational Administrators (contingent upon the execution and Board approval of the employment agreements)

<u>Name</u>	<u>Site</u>	<u>Position</u>	<u>Dates</u>
*Bilbruck, Peggy	CCC	Interim Dean, Career Education	12/02/24-06/30/25
Nguyen, Kay	DIST	District Director, Institutional Research, Planning, and Institutional Effectiveness	01/06/25-06/30/27

\*Revised appointment start date from 11/21/24 to 12/02/24, originally on the 11/20/24 Board Agenda.

#### 3. Approval to Extend the Appointment of Educational Administrator (contingent upon the execution and Board approval of the amendment to the employment agreement)

<u>Name</u>	<u>Site</u>	<u>Position</u>	<u>Appointment End Date</u>	<u>Amended End Date</u>
Boogar, Tyler	OCC	Temporary Interim Dean, Math and Sciences	12/31/24	01/30/25

#### 4. Approval of Reappointment of Educational Administrator (Evaluation reviewed by Chancellor and Vice Chancellor of Human Resources. Reappointment is effective 07/01/25, contingent upon the execution and Board approval of the employment agreement.)

<u>Name</u>	<u>Site</u>	<u>Position</u>	<u>Reappointment Term</u>
Wolfe, John	GWC	Criminal Justice Training Center Coordinator	2 years

#### 5. Approval of Appointment of Classified Management

##### Promotions

<u>Name</u>	<u>Site</u>	<u>Position</u>	<u>Start Dt</u>
Jaramillo Hernandez, Jeannette	GWC	Acting Academic Support Coordinator	12/13/24

#### 6. Approval of Appointment of Classified Staff

##### Promotions

<u>Name</u>	<u>Site</u>	<u>Position</u>	<u>Start Dt</u>
Cifuentes, Karen	OCC	Administrative Assistant to VP	01/06/25
Sanchez, Jessica	OCC	Administrative Assistant II	12/16/24

External Hires

<u>Name</u>	<u>Site</u>	<u>Position</u>	<u>Start Dt</u>
Duong, Richard	DIST	IT Applications Analyst	12/16/24
Lakhani, Salil	DIST	IT Applications Analyst	12/16/24
Nguyen, Le An Phuong	DIST	Purchasing Assistant	12/16/24
Palacios, Eric	OCC	Student Leadership Coordinator	01/06/25

Transfers

<u>Name</u>	<u>Site</u>	<u>Position From</u>	<u>Position To</u>	<u>Start Dt</u>
Rowden, Melissa	OCC	Curriculum Specialist	Curriculum Specialist	01/06/25

Reorganization

<u>Name</u>	<u>Site</u>	<u>Position From</u>	<u>Position To</u>	<u>Start Dt</u>
Auduong, Michelle	OCC	Administrative Assistant	Administrative Assistant I	12/12/24
Dann, Heather	GWC	Administrative Assistant	Administrative Assistant I	12/12/24

Correction to Assignment

<u>Name</u>	<u>Site</u>	<u>Position From</u>	<u>Position To</u>	<u>Effective Dates</u>
Ha Tran, Celicia	CCC	Administrative Clerk	Instructional Assistant	08/01/20-08/01/24

**7. Approval of Appointment of Confidential Staff**

None

**8. Ratification of Appointment of Substitute, Faculty**

None

**9. Ratification of Appointment of Part-Time Faculty****Fall 2024**

Appointment for the period 08/23/24-12/14/24

<u>OCC</u>	<u>Discipline</u>
Bhojani, Mohsin	DSPS Counseling

**10. 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 be ratified (Article 19.9, Section D. of CFCE Agreement):

None

**11. 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 be ratified (Article 19.9, Section C. of CFCE Agreement):

None

