
PERSONNEL COMMITTEE MINUTES

Coast Community College District

Special Meeting of the Personnel Committee

Date: April 4, 2013 at 2:00 p.m.

Board of Trustees' Conference Room

1370 Adams Avenue, Costa Mesa, CA 92626

1. **Call to Order** – Trustee Prinsky called the meeting to order at 2:00 p.m.

2. **Roll Call**

Trustees Present: Trustee Lorraine Prinsky and Trustee Jerry Patterson
Trustees Absent: None

In Attendance - Human Resources Manager of Recruitment and Staff Analysis, Ms. Shannon O'Connor; Secretary of the Board, Ms. Julie Frazier-Mathews; Vice Chancellor of Human Resources, Dr. Deborah Hirsh; District General Counsel, Dr. Jack Lipton; Vice Chancellor of Administrative Services, Mr. Andrew Dunn; Classified Union President, Ms. Ann Nicholson; Coastline Director of Business Services, Ms. Helen Rothgeb; Coast Federation of Educators Representative, Ms. Ann Holiday; Coast Federation of Educators Executive Director, Bob Fey; Golden West College President, Mr. Wes Bryan, and Administrative Director of Human Resources, Mr. James Andrews.

3. **Opportunity for Public Comment**

There were no requests to address the Personnel Committee during Public Comment.

4. **Approval of Minutes: February 26, 2013**

It was moved by Trustee Patterson and seconded by Trustee Prinsky to approve the minutes of the February 26, 2013 Personnel Committee Meeting.

Motion carried with the following vote:

Aye: Trustee Prinsky, Trustee Patterson
No: None

5. **Discussion of F.O.N.**

Dr. Serban provided an overview and update of the faculty obligation number and answered the Committee members' questions.

Dr. Serban informed the members of the Committee that the F.O.N. report would not be re-submitted, as the only difference was minimal and the District had met the requirement. She advised the Committee that for the following report she and Mr. Dunn would meet with Mr. Mancina to come to a consensus.

6. **Update on Faculty Hiring**

Ms. O'Connor provided the members of the Personnel Committee with an update on faculty hiring.

7. Human Resources Policies and Administrative Procedures

- a) BP 3410 Nondiscrimination
- b) AP 3410 Nondiscrimination
- c) BP 3430 Prohibition of Harassment
- d) AP 3430 Prohibition of Harassment
- e) AP 3435 Discrimination and Harassment Investigations
- f) BP 7109 Prohibition of Retirement and Pension Spiking
- g) AP 7109 Prohibition of Retirement and Pension Spiking

It was moved by Trustee Patterson and seconded by Trustee Prinsky to approve and refer to the Board of Trustees for action BP3410, AP 3410, BP 3430, AP 3430, AP 3435, BP 7109, and AP 7109 as amended.

Motion carried with the following vote:

Aye: Trustee Prinsky, Trustee Patterson
No: None

8. Update on District/College Reorganization and Consolidation Plans

Ms. O'Connor and Mr. Bryan provided updates on District/College Reorganization and Consolidation Plans at Orange Coast College and Golden West College.

9. Set Future Meeting Date: May 2, 2013 at 2:00 p.m.

The next meeting of the Personnel Committee was scheduled to take place on May 2, 2013 at 2:00 p.m.

Trustee Patterson asked that the Personnel Committee add the Agenda item *Review the Distinction between an Independent Contractor and Employee* at the next meeting of the Personnel Committee.

10. Adjourn

It was moved by Trustee Prinsky and seconded by Trustee Patterson that the meeting be adjourned.

Motion carried with the following vote:

Aye: Trustee Prinsky, Trustee Patterson
No: None

The meeting was adjourned at 3:28 p.m.

Secretary of the Board of Trustees