
PERSONNEL COMMITTEE MINUTES

Coast Community College District Regular Meeting of the Personnel Committee

Date: July 14, 2014 at 11:00 a.m.

Board Conference Room

1370 Adams Avenue, Costa Mesa, CA 92626

Procedural Matters

- 1. Call to Order** - The meeting was called to order at 11:00 a.m.
- 2. Roll Call**

Trustees Present: Trustee Moreno and Trustee Patterson
Trustees Absent: None

In Attendance - Mr. W. Andrew Dunn, Vice Chancellor of Finance and Administrative Services; Dr. Jack Lipton, District General Counsel; Mr. James Andrews, Executive Director of Human Resources; Ms. Julie Frazier-Mathews, District Director of the Office of the Board of Trustees, Secretary of the Board; Mr. Bob Fey, Coast Federation of Educators Executive Director; Mr. Gregg Carr, Golden West College Academic Senate President; Ms. Crystal Crane, Acting Administrative Director of Human Resources; Dr. Dennis Harkins, President of Orange Coast College; Mr. Alex Parkin, Student Trustee; Dr. Omid Pourzanjani, Vice President of Instruction and Student Learning of Golden West College; Ms. Helen Rothgeb, Coastline Community College Director of Business Services; Ms. Cheryl Stewart, Faculty Coastline Community College.

- 3. Opportunity for Public Comment**

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

- 4. Approval of Minutes: April 28, 2014**

It was moved by Trustee Moreno and seconded by Trustee Patterson to approve the minutes of the Regular Meeting of April 28, 2014.

Motion carried with the following vote:

Ayes: Trustee Moreno and Trustee Patterson
Noes: None
Absent: None

- 5. Clarification of the 17 Vacancy Faculty Differences on Employee Census between Full-Time Employees as Opposed to Part-Time Employees and a Separation of the Part-Time Employees from the Classified Employees on the Employee Census**

Mr. Dunn provided an update to the committee of the Coast Community College District Employee Census Data as of July 11, 2014.

6. Review on Faculty Hiring Procedures/Tenure Track and Administrator Retreat Rights Procedure Board Policies and Administrative Procedure

Ms. Crane provided a review on the Faculty Hiring Procedures and discussion took place on the following Board Policies and Administrative Procedures:

Board Policy 7838, Administrative Procedure 7838
Board Policy 7839, Administrative Procedure 7839
Board Policy 7815, Administrative Procedure 7815

Mr. Andrews also updated the Committee on the Administrator Retreat Rights Procedure.

7. Review of Final Equal Employment Opportunity Plan

The Committee requested that this item be tabled and referred back to the District Governance Council.

8. Future Agenda Items

The Committee added the following topics for future agenda items:

- a. History of Faculty Obligation Number (FON)
- b. Reconciliation for 2014-2015 Budgeted to include: Full Time Faculty Members Positions That Are Occupied and positions currently in recruitment, and positions that are funded but not yet filled.

9. Adjourn

There being no further business, it was moved by Trustee Moreno and seconded by Trustee Patterson to adjourn the meeting at 1:04 p.m.

Motion carried with the following vote:

Ayes: Trustee Moreno and Trustee Patterson
Noes: None
Absent: None

Secretary of the Board/District Director of the Office of the Board of Trustees