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# AGENDA

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**Coast Community College District  
Regular Meeting of the Board of Trustees  
Date: April 9, 2003 6:30 p.m.  
Board Room - 1370 Adams Avenue  
Costa Mesa, CA 92626**

## **Procedural Matters**

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Public Comment

*At this time, members of the public have the opportunity to address the Board of Trustees on any item within the subject matter jurisdiction of the Board. Persons wishing to make comments are allowed five minutes per item. A "Request to Address the Board of Trustees" card needs to be completed and filed with the Secretary of the Board prior to speaking.*

*Please note that the Board cannot take action on any items not on the agenda, with certain exceptions as outlined in the Brown Act. Matters brought before the Board that are not on the agenda may, at the Board's discretion, be referred to staff or placed on the next agenda for Board consideration.*

*The Board requests that the public speak on matters which are on this agenda at the time that the item is considered by the Board.*

5. Adopt Agenda
6. Approval of Minutes

Regular Meeting of March 5, 2003  
Budget Workshop Meeting of March 26, 2003

## **Acceptance of Retirements**

An opportunity for the Board of Trustees to express appreciation and accept the retirements of employees with 10 or more years of service to the District.

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*Board of Trustees:  
Paul Berger, George Brown, Walter Howald, Jerry Patterson, Armando Ruiz,  
and Student Trustee Derek Shelly  
Chancellor: William M. Vega*

## **General Information And Reports**

1. Review of Board Meeting Dates
2. Review of Scholarship Awards Ceremonies and Commencement Exercises
3. Reports from the Officers of Student Government Organizations
4. Reports from the Academic Senate Presidents
5. Reports from Employee Representative Groups
6. Reports from the Presidents
7. Report from the Chancellor
8. Reports from the Board of Trustees
9. Review of Buildings and Grounds Reports
10. Consideration of Proposals, Recommendations, Resolutions, and Actions by the California Community Colleges Board of Governors
11. Review & Discussion of Proposed Golden West College Tutorial and Learning Center Tutorial Student Fee Program

## **Consent Calendar**

*All items listed under the consent calendar are considered to be routine, and action will be taken by the Board of Trustees in one motion. There will be no discussion of the items prior to the vote unless it is requested by a member of the Board that specific items be discussed or removed, in which case that item will be considered immediately following the consent calendar.*

1. **Travel Authorization**
  - a. Authorization for the Attendance at Meetings and/or Conferences - Board and Staff Members
  - b. Authorization for Student Trips
2. **General Items**
  - a. Authorization for Special Projects
  - b. Authorization to Apply for Funded Programs and/or Projects
  - c. Authorization for Disposal of Surplus Materials and/or Equipment

- d. Authorization to Enter into Standard Agreements for Distribution of Telecourses for Coastline Community College
- e. Approval of Clinical Contracts
- f. Authorization for Purchase of Institutional Memberships

**3. Personnel Items**

- a. Authorization for Special Assignments
- b. Acceptance of Resignations and/or Approval of Layoffs and Terminations
- c. Authorization for Leaves of Absence
- d. Appointment of Substitutes, Academic Staff
- e. Appointment of Academic Staff
- f. Appointment of Classified Staff to Advertised Positions
- g. Authorization for Reclassification, Classification Reductions, and Reorganizational Reassignments, Classified Staff
- h. Authorization for Temporary Out of Class and Special Assignments, Classified Staff
- i. Authorization for Schedule Changes, Classified Staff
- j. Authorization for Additional Assignments, Change in Bargaining Unit, Classified Staff
- k. Appointment of Special Category - Hourly Staff
- l. Authorization for Off-Campus Assignments
- m. Authorization for Staff Development/Program Improvement Activities
- n. Authorization for Classified Employees Professional Development Program
- o. Authorization for Monthly Travel Allowances
- p. Authorization for Professional Experts
- q. Authorization for Independent Contractors

**4. Curriculum Approvals**

- a. Approval of New Courses
  - b. Approval of New Programs/Options
  - c. Approval of Course Revisions
  - d. Approval of Program/Option Revisions
  - e. Approval of Course Retirements
  - f. Approval of Program/Option Retirement
  - g. Approval of Program/Option Suspensions
  - h. Approval of Course Reinstatement
  - i. Approval of General Education/Graduation Requirements
5. **Special Programs and Activities**
- a. Community Education Activities - Orange Coast College
  - b. Sailing Program - Orange Coast College
6. **Financial Approvals**
- a. Approval of Purchase Orders
  - b. Ratification/Approval of Checks
7. **Buildings and Grounds Items Under \$10,000**
- a. Authorization to File Notice of Completion
  - b. Authorization to Employ AEPC; Golden West College Cosmetology Building
  - c. Authorization to Employ RMB & Associates; Orange Coast College New Learning Resource Center

### **Action Items**

#### **Agreements**

1. Authorization to Enter into an Agreement with McGraw-Hill/Irwin and Coast Community College District (Coastline Community College) for Development of the “Introductory Marketing” Telecourse
2. Authorization to Enter into an Agreement for Noncredit Programs Between the Institute of Reading Development and the Coast Community College District (Golden West College)

3. Authorization to Approve an Amendment to a Service Agreement Between Coinservco d.b.a. Glen Shepard and the Coast Community College District (Orange Coast College) for the Purpose of Providing Vending Machines on the Orange Coast College Campus
4. Authorization to Enter into an Agreement Between the Coast Community College District (Orange Coast College Foundation) and Allin, Anderson, Mont & Walker to Serve as the Registered Office & Records Office in Canada for Rabbit Island
5. Authorization to Enter into an Agreement with Kendall/Hunt Publishing Company and Coast Community College District (Coastline Community College) for the “Music Appreciation Online” Course
6. Authorization to Enter Into an Agreement with Kendall/Hunt Publishing Company and Coast Community College District (Coastline Community College) for the “Music Fundamentals Online” Course
7. Authorization to Enter into an Agreement with ID 4 the Web and partners, Michelle Ranae Wild and Jan Heck (the AUTHORS), and Coast Community College District (Coastline Community College) for Development of the “Instructional Design for the Web & More” Internet-based Instructional Courses
8. Authorization to Enter into an Agreement with American Tower, L.P. and the Coast Community College District (KOCE-DT Digital Service)
9. Authorization to Approve an Amendment to a Commercial Lease Agreement with South Coast Plaza, a California General Partnership and Coast Community College District (Coastline Community College) to Extend the Term of the Current Lease
10. Authorization to Enter into a New Nonstandard Agreement Between the Community College Foundation and the Coast Community College District (GWC)
11. Request for a Proposal to Enter into an Agreement Between the County of Orange and the Coast Community Collge District (Coastline Community College) for Workforce Investment Act (WIA) Out of School Youth Program

#### **Personnel Action Item**

1. Adoption of the Initial Proposal by the Coast Community College District to Negotiate the Agreement Between the District and the International Photographers of the Motion Picture Industries, Local 600 of the International Alliance of Theatrical Stage Employees (IATSE)

#### **Buildings and Grounds Items Over \$10,000 and Change Order Items**

1. Authorization to Employ AEPC; Orange Coast College Replace HVAC at Business Education Classroom Building 14
2. Authorization to Employ Hill Partnership, Inc.; Orange Coast College Watson Hall Renovation

3. Bid Tabulations and Award of Contract: Orange Coast College Physical Education Electrical Upgrade; Bid No. 1853

### **General Items of Business**

1. Consideration of Candidates for the California Community College Trustees (CCCT) Board of Directors - 2003

### **Resolutions**

1. Adoption of Resolution of the Coast Community College District Board of Trustees Commemorating the 100th Anniversary of the Huntington Beach Union High School District
2. Adoption of Resolution to Increase Income and Expenditure Budget for 2002-2003
3. Adoption of Resolution of February 2003 Budget Transfers
4. Adoption of Resolution for Approval to Borrow Against Subsequent Receipt of Local Taxes for 2003-2004 Fiscal Year

### **Recess To Closed Session**

*Conducted in Accordance with applicable sections of California law. Closed Sessions are not open to the public.*

The following item(s) will be discussed in Closed Session:

1. Conference with Labor Negotiator (pursuant to Section 54957.6)

Agency Negotiator: Dr. John Renley, Vice Chancellor of Human Resources

Employee Organization: International Alliance of Theatrical Stage Employees, Local 659/International Photographers of the Motion Picture Industry (IATSE)

2. Conference with Legal Counsel - Anticipated Litigation (pursuant to Section 54956.9)

Significant exposure to litigation pursuant to subdivision (b) of Section 54956.9 (1 case)

### **Reconvene Regular Meeting**

Report of Action in Closed Session

### **Adjournment**

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*Upcoming Meetings:*  
*April 23, 2003 (Service Awards)*  
*May 7, 2003 (Regular Meeting)*  
*May 21, 2003 (Regular Meeting)*

**COAST COMMUNITY COLLEGE DISTRICT**

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**Request to Address the Board of Trustees**

Date \_\_\_\_\_ Name \_\_\_\_\_  
(please print legibly)

Agenda Item No. \_\_\_\_\_ Subject \_\_\_\_\_

NOTE: Persons requesting to speak on a particular agenda item will be given that opportunity, as that agenda item is considered by the Board.

Non-agenda Subject \_\_\_\_\_

NOTE: Non-agenda items must be addressed during the public comment period at the beginning of the meeting. A "Request to Address the Board of Trustees" card needs to be completed and filed with the Secretary of the Board prior to speaking.

Each speaker will be allowed five minutes per item. Speaking order will be prioritized on a first-come first-served basis.

SPEAKER NO. \_\_\_\_\_

*It is the intention of the Coast Community College District to comply with the Americans with Disabilities Acts (ADA) in all respects. If, as an attendee or a participant at this meeting, you will need special assistance beyond what is normally provided, the Coast Community College District will attempt to accommodate you in every reasonable manner. Please contact Donna M. Waldfogel, Secretary of the Board, (714) 438-4848, at least 48 hours prior to the meeting to inform us of your particular needs so that appropriate accommodations may be made.*