

Regular Meeting

Board of Trustees Coast Community College District

District Board Room – 6:30 p.m.

February 7, 2007

MINUTES

A Regular Meeting of the Board of Trustees of the Coast Community College District was held on February 7, 2007, in the Board Room at the District Office.

1. Call to Order

Board President Jerry Patterson called the meeting to order at 6:30 p.m.

2. Pledge of Allegiance

Trustee Armando Ruiz led the Pledge of Allegiance to the Flag of the United States of America.

3. Roll Call

Trustees Present: Mary Hornbuckle, Walt Howald, Jim Moreno, Jerry Patterson, Armando Ruiz, and Jeri Elder

Trustees Absent: None

Others in attendance were: Staff – K. Yglesias, J. Quarles, K. Allen, C. Babler, W. Bryan, D. Currie, B. Dees, B. Fey, N. Hill, A. Holliday, J. Houlihan, D. Jones, N. Jones, B. Kerwin, R. Kudlik, C. Marchbank, K. McElroy, L. Miller, G. Monahan, R. Pagel, M. Parham, O. Pourzanjani, V. Rodriguez, C. Teeter, T. Young; Students – B. Shelly; Other - R. Rankin, P. Ruig.

4. Public Comment

There were no requests to address the Board during Public Comment.

5. Adopt Agenda

Amendments to the Agenda were presented. It was then moved by Ms. Hornbuckle, and seconded by Mr. Howald that the Agenda, as amended, be adopted. Motion carried with the following vote: Aye – Ms. Hornbuckle, Mr. Howald, Mr. Moreno, Mr. Ruiz, and President Patterson.

General Information and Reports

1. Review of Board Meeting Dates

The Board reviewed the scheduled Board meeting dates for the months of February 2007 through December 2007.

2. Reports from the Officers of Student Government Organizations

Lynne Riddle, President, Associated Students of Orange Coast College (ASOCC), reported on the kickoff of “OCC Goes Green,” which is a combination of a celebration of peace, Irish culture, and the beginning of OCC’s environmental sustainability coalition project. She commented that the kickoff included a tree planting which was sponsored by the Muslim Student Association, the Jewish Student Association, and the Irish Culture club. ■ She announced that ASOCC Trustee Jason Ball was awarded the annual Thomas Jefferson Award from the Freedom from Religion Foundation, including a \$1,000 stipend. ■ Ms. Riddle announced that Orange Coast College art history professor, Dr. Irini Vallera-Rickerson, has been named winner of the 2007 Hayward Award for Excellence in Education. She further noted that Dr. Vallera-Rickerson has raised over \$100,000 through her annual AIDS Benefit.

Brandon Shelly, President, Associated Students of Golden West College (ASGWC), reported that the Student Council met February 6, and today was the campus Welcome Back event. ■ He announced that during the first week of school, the College Information Booth/ASGWC Recruitment Booth was on campus to help answer questions and increase student involvement. Mr. Shelly further noted that there are two Council openings for Club Consultant. ■ He shared that the ASGWC has been preparing applications for Orange County Teacher of the Year. ■ Mr. Shelly noted that students are being informed that scholarship applications are to be submitted online, and are not available in hard copy.

3. Reports from the Academic Senate Presidents

Orange Coast College (OCC) Academic Senate President Georgie Monahan noted that she has implemented the start of the “Best Practice” process at OCC. ■ She commented that faculty have been reading the shared governance document, which will be finalized soon.

■ Ms. Monahan further mentioned that everyone is preparing for the accreditation team visit. ■ She announced that the Academic Standards Committee will begin meeting soon, with the plagiarism document as the first item of business. ■ Ms. Monahan reminded the Board that Kay McClenney will be speaking on campus February 23, 2007.

Golden West College (GWC) Academic Senate Vice President Omid Pourzanjani reported, on behalf of Stephanie Dumont, that the campus is anxiously awaiting the accreditation visit scheduled for March 6 and 7. ■ He shared that the Senate is kicking off the faculty hiring prioritization process, and that “Operation Call-Back” was re-initiated at the campus.

Coastline Community College (CCC) Academic Senate President Nancy Jones shared that CCC started the second phase of the “Power of One,” commenting that it has been an exciting program to participate in. ■ She reported that a group from the Grant Team presented a workshop at the AACC Economic Development Summit in San Diego. ■ Ms. Jones noted that faculty and staff learned about Full Time Equivalent Students (FTES) at the All College Meeting on February 2, 2007. ■ She commented that the Master Plan Initiative Grant has raised a lot of great ideas, which hopefully will flourish into new FTES.

4. Reports from Employee Representative Groups

There were no reports from the employee representative groups.

5. Reports from the Presidents

GWC President Wes Bryan distributed a brochure advertising High School Preview Day scheduled for March 7, 2007. ■ He reported that he met with Dr. Andrews, Chair of the Accreditation Team for GWC, and has been preparing for the accreditation visit in March. ■ Mr. Bryan announced that enrollment has increased between 2 and 3% from last year. ■ He commented on the initiative relating to environmental sensitivity and noted that GWC had a 93% return rate of the Air Quality transportation survey. ■ Mr. Bryan reminded everyone that March 24, 2007 is the Gala event and that opportunity tickets for the Toyota Cruiser are available.

CCC President Ding-Jo Currie reported that she received very good feedback from students, faculty and staff who attended the Legislative Summit in Sacramento. ■ She noted that CCC is seeing the success of the “Power of One” program with an increase in enrollment, and thanked staff, faculty, and managers for volunteering their time to contribute to the college and success of students. ■ Dr. Currie reported a very good turnout at the All College Meeting, and thanked Chancellor Yglesias, Trustee Hornbuckle, and Richard Kudlik, Director of Internal Audit, for attending. ■ She commented that at the national level, the community college system looks good, and we should expect to see more support in the future.

OCC President Bob Dees reported that the opening of the Art Pavilion on February 2, 2007 kicked off OCC’s 60th Anniversary with the Retrospective Gallery Exhibit. He thanked Trustee Ruiz for speaking, and Trustee Howald, Trustee Hornbuckle, and Chancellor Yglesias for attending the event. ■ Noting Ms. Riddle’s announcement of the 2007 Hayward Award recipient Dr. Vallera-Rickerson, Mr. Dees commented on Dr. Vallera-Rickerson’s tremendous contributions to the campus, students, and the community. ■ He shared that OCC is hosting the fourth annual Tuskegee Airmen Luncheon on February 9. ■ Mr. Dees reported that former National Basketball Association star Kareem Abdul-Jabar will be on campus in March to speak and hold a book signing for his book, "On the Shoulders of Giants: My Journey Through the Harlem Renaissance," co-authored by OCC Writing Professor Raymond Obstfeld. ■ Mr. Dees announced an increase in enrollment with approximately 7% more students than Spring 2006.

6. Report from the Chancellor

Chancellor Yglesias shared that he is proud to announce that Dr. Ding-Jo Currie is the incoming Chairperson of the Board for the American Association of Community Colleges (AACC), commenting that in this role she will have the opportunity to write a column that will reach approximately 1,600 colleges.

7. Reports from the Board of Trustees

Student Trustee Jeri Elder reported that she attended the opening of OCC's Art Gallery, and highly recommended it to everyone. She noted that she is looking forward to her trip to Washington, DC for the ACCT Legislative Conference.

Trustee Walt Howald congratulated Dr. Currie on her new position with the AACC. ■ He noted that he was in Sacramento on January 17, as one of 22 representatives from community colleges in the United States, learning about investment and fund policies. ■ Mr. Howald reported on his attendance at the California Community College Trustee (CCCT) Legislative Conference in Sacramento. He discussed his affiliation with the California Leadership Development Institute (CALDI), noting that there are approximately 50 open positions for presidencies and chancellors in California. ■ Mr. Howald further mentioned that he is on the Board for the California Contractors Education and Research Fund (CCERT), noting the Board's interest in workforce development. He noted that the CCERT fund committed to approximately \$1 million toward working with State Vice Chancellor José Millan to develop more coordination and support for community college workforce programs. ■ Mr. Howald thanked Bob Dees for the wonderful reception at the OCC Art Pavilion.

Trustee Armando Ruiz shared that he attended a musical performance of *Sergeant Peppers Lonely Hearts Club Band* by the Huntington Beach High School Performing Arts, and was pleased to note that GWC faculty were involved in the production. ■ He reported that the CCCT Conference was informative, noting that California Senator Denise Duchany will be helping with the incarceration program at CCC. ■ Mr. Ruiz complimented the OCC administration, staff and faculty for their work in preparing for the opening of the Art Gallery, commenting that the reception was outstanding. He further shared that he thinks it's wonderful that OCC reaches out to former faculty for events such as this.

Trustee Mary Hornbuckle commented that the OCC Art Pavilion reception was outstanding. She mentioned the CCC All College Meeting, commenting that the explanation of FTES was the clearest explanation she has heard. She further stated that she was impressed with the participation in the phone bank.

Trustee Jim Moreno reported that the CCCT conference was a great learning experience and he thanked his fellow Board members for their assistance. He made mention of comments at the new Trustee workshop that individual Trustees only have authority when they come together as a Board. Mr. Moreno stated that he is honored to be on a Board that presents a collegial effort.

8. Review of Buildings and Grounds Reports

The Board reviewed the Buildings and Grounds Reports as listed in the February 7, 2007 Agenda.

9. Consideration of Proposals, Recommendations, Resolutions, and Actions by the California Community Colleges Board of Governors

The Board reviewed the upcoming meeting dates as scheduled by the Board of Governors.

10. Review of Scholarship and Awards Ceremonies and Commencement Exercises

The Board reviewed the scheduled scholarship and awards ceremonies and commencement exercises.

11. Review of Internal Audit Report

Richard Kudlik, Director of Internal Audit Services, presented the Activity Report for the period October 1, 2006 through December 31, 2006. He reported that there were no issues with the Change Fund Audit, or the Review of Bank Reconciliations. Mr. Kudlik noted that Internal Audit Services assisted the campuses with input of capital assets purchased exceeding the \$5,000 threshold, and attended construction project meetings at all campuses to ensure proper compliance with District procedures and state requirements. He shared that he assisted with the Banner student software analysis, obtaining information from the campuses regarding various software programs used in the student services departments. Mr. Kudlik reported he coordinated the external audit with Macias Gini & Co., LLP for fiscal year 2005/2006 and the final audit report, presented to the Board of Trustees January 17, 2007, was filed with the State Chancellor's Office prior to the December 31, 2006 deadline.

Board President Patterson expressed concern that the final audit report was presented to the Board after it had been filed with the State Chancellor's Office. He requested that in the future it come to the Board for review prior to its submission.

Mr. Kudlik shared that typically in the past, the report has been reviewed by the Board prior to submission; however, with the new auditors, the process took longer than anticipated and was still being finalized on December 17, 2006. He noted that the goal is to complete the audit and bring to the Board in November each year.

12. Staff Update on Career Technical Education (CTE) Issues, Discussion of Future Plans, Task Force and Future Participants

Chancellor Yglesias reported that a task force is being developed to explore, evaluate and consider opportunities for the District to pursue in this area. He noted that Vice Chancellor José Millan indicated that potential opportunities for state funding will be developing in the area of construction and trades. Dr. Yglesias invited Trustees to attend a meeting with Mr. Millan and OCC construction faculty from 11:00 to 1:00 March 2, 2007.

Consent Calendar

Trustee Hornbuckle requested that Item 2a, *General Items/Authorization for Special Projects*, be removed from the remainder of the Consent Calendar for a separate discussion and vote. It was moved by Ms. Hornbuckle and seconded by Mr. Howald that the amended Consent Calendar, excluding Item 2a

listed above, be approved. Motion carried with the following vote: Aye – Ms. Hornbuckle, Mr. Howald, Mr. Moreno, Mr. Ruiz, and President Patterson. (Note: All background reports were included with the February 7, 2007 Agenda and are available on request.)

1. Travel Authorization

a. Authorization for Attendance at Meetings and/or Conferences – Board and Staff Members

Authorization was given for members of the Board, and/or Faculty/Staff to attend the listed meetings and/or conferences.

b. Authorization for Student Trips

Authorization was given for the following student trips:

Paul Morse, Instructor/Emeritus Music, (CCC) to accompany approximately 27 students (Ticket Number 8614) to Fullerton Senior Center in Fullerton, California, March 28, 2007. Students will use District transportation.

Diane Ryan, Instructor/Emeritus (CCC) to accompany approximately 25-30 students (Ticket Number 8027) to Rancho Los Cerritos in Long Beach, California, February 22, 2007. Students will use District transportation.

Lynn Torrini, Instructor/Art (CCC) to accompany approximately 100 students (Ticket Numbers 8423, 9016, 9017, 9802, 9803, 9805, 9806) to the Orange County Museum of Art in Newport Beach, California, February 24, 2007.

Diane Ryan, Instructor/Emeritus (CCC) to accompany approximately 25-30 students (Ticket Number 8848) to Casa Romantica in San Clemente, California, February 27, 2007. Students will use District transportation.

Bev Rico, Instructor/Psychology and Parent Education (CCC) to accompany approximately 30 students (Ticket Numbers 8566, 9863) to Santa Ana Zoo in Santa Ana, California, March 13, 2007.

Lynn Torrini, Instructor/Art (CCC) to accompany approximately 100 students (Ticket Numbers 8423, 9016, 9017, 9802, 9803, 9805, 9806) to the Coastline Community College Art Gallery in Huntington Beach, California, April 5, 2007.

Kathy Kahn, Instructor/Dance (CCC) to accompany approximately 30 students (Ticket Numbers 8679, 8733, 8134) to Orange County Performing Arts Center in Costa Mesa, California, February 15, 2007.

Janelle Leighton, Javier Alcalá, and Peggy Conley, International Student Program (GWC) and students to attend the following events or activities as scheduled for the spring 2007 semester and summer: miniature golf, movie night at Bella Terra, an Angels baseball game, a beach party, and an end of semester recognition dinner at a local restaurant. Transportation will be by personal cars, car pooling, or District transportation.

Chuck Whitchurch, Honors Program Advisor (GWC) and 20 students to attend the production of *Life is a Dream* at South Coast Repertory, Costa Mesa, CA, February 8, 2007, without loss of salary.

The following are Golden West College 2007 Athletic Overnight Trips. Chancellor's Administrative Approval is requested for *three trips occurring prior to the Board meeting.

Track (Coaches Matt Simpson, Hank Cochrane, Pug Pierce, Don Turnbull, Kevin Magula, Larry Greer)

Fri-Sun, May 4-6, 2007 @ San Diego

Fri-Sun, May 11-13, 2007 @ San Diego

Thur-Sun, May 17-20, 2007 @ San Mateo

Softball (Coaches Suzy Brazney, Jennifer McCann, Becky Asato, Charleda Wilson, Bill Brazney)

*Thur-Sun, Feb 1-4, 2007 @ Arizona

Fri-Mon, May 4-7, 2007 TBA

Fri-Mon, May 11-14, 2007 TBA

Wed-Mon, May 16-21, 2007 TBA

Baseball (Coaches Roberto Villarreal, Mike Monday, Jon Hockenberry, Art Lopez)

*Thur-Mon, Jan 25-29, 2007 @ Bakersfield

*Thur-Mon, Feb 1-5, 2007 @ Visalia

Mon-Fri, Apr 2-6, 2007 @ San Diego

Fri-Mon, May 11-14, 2007 TBA

Thur-Mon, May 17-21, 2007 TBA

Fri-Tue, May 25-29, 2007 @ Fresno

Men's Volleyball (Coaches Steve Uchtyl, Daniel Hart)

Thur-Sun, Apr 26-29, 2007 @ Santa Monica

M/Swim (Coaches Scott Taylor, Danny Johnson, Bernice Orwig, Heather Moody, Leilani Avilla, Robert Grayeli)

Thur-Sun, Feb 8-11, 2007 @ Palomar

Thur-Sun, March 15-18, 2007 @ San Luis Obispo

Thur-Sun, April 12-15, 2007 @ Pasadena

Wed-Sun, May 2-6, 2007 @ Ohlone

Spring 2007/OCC Overnight Athletic Trips:

Men's Golf, Coach: Sean Collins

Assistant Coach: John Ortega

April 29-May 1, OEC Tournament, Los Serranos

May 6-8, So. Cal. Regional Tournament, TBA

May 13-15, State Championship, SCGA-Murietta

Softball, Coach: Ruby Rojas Assistant Coach: Chelsea Caraway and Alexandra Wilson

May 4-7, So. Cal. Regionals, TBA

May 11-14, Super Regionals, TBA

May 17-21, State Championships, TBA

Men's & Women's Swim & Dive, Coaches: Anthony Iacopetti, Don Watson, & Bryan Franzen

Assistant Coach: Tim Salvino

March 15-18, Cuesta Invitational, Cuesta

April 11-15, Pasadena Invite, Pasadena

May 2-6, State Championship, Ohlone

Men's Tennis, Coach: Jeff Thomsen Assistant Coach: N/A

April 25-30, Ojai Tournament, Ojai

May 2-6, So. Cal. Regionals, TBA

May 9-14, State Championships, TBA

Women's Tennis, Coach: Janice Maran Assistant Coach: N/A

February 22-26, Pacific Coast Classic, Barnes Tennis Ctr., San Diego

April 25-30, Ojai Invitational, Ojai

May 2-6, So. Cal. Regionals, Victor Valley

May 9-14, State Championships, UC Santa Cruz

Orange Coast College Culinary Arts Hot Food Team to travel to the American Culinary Federation's National Convention in Coeur d'Alene, ID April 13-18, 2007.

Orange Coast College Speech Team to conduct field trips listed below. Felicia Coco, Ben Lohman, Courtney Anderson and Christopher DeSurra, Instructors in Speech (OCC), will be in charge of the events. Transportation will be furnished by District. Revision to Previous Board Action to change dates. Previous Board approval 8/16/06.

Change date from February 13, 2007, to February 20, 2007

Public Performance at OCC Campus

Change date from March 29, 2007, to March 21, 2007

Public Performance at OCC Campus

2. General Items

a. Authorization for Special Projects

This item was removed from the Consent Calendar to be discussed and approved separately. It will be addressed following the remainder of the Consent Calendar items.

b. Authorization for Disposal of Surplus Materials and/or Equipment

Authorization was given for the disposal of the listed surplus materials and/or equipment which are no longer of value to the using departments; disposal to be made by John Eriksen, Director of Purchasing, in such a way as to conform to the law and District policy and to bring the best possible return to the District.

c. Authorization to Enter into Standard Agreements for Distribution of Telecourses – Coastline Community College

Authorization was given to enter into standard agreements for the lease of telecourses for the terms and conditions listed in the agreements (copies of telecourse agreements are on file in the Board Office.)

d. Approval of Clinical Contracts

Authorization was given to enter into clinical contracts with the following institutions in connection with the various Allied Health programs which are a part of the Coast Community College District curriculum.

GOLDEN WEST COLLEGE

RENEWAL

WESTMINSTER SENIOR CENTER Nonstandard Affiliation Agreement

ORANGE COAST COLLEGE

RENEWAL

Long Beach Memorial Medical Center Non-Standard Clinical Affiliation Agreement

NEW

Lucid Speech and Language Standard Clinical Affiliation Agreement
Murrieta, CA

The Board further authorized the Chancellor or Vice Chancellor of Administrative Services to sign such agreements.

Fiscal Impact: The District shall provide professional liability insurance and Worker's Compensation insurance for each student participating in clinical rotation. (For field experience agreements, the District provides only Worker's Compensation insurance.) These coverages are in effect while the student is on-site at facility. However, District saves money by utilizing off-campus clinical and field experience training facilities.

e. Authorization for Purchase of Institutional Memberships

Authorization was given for the following renewals of institutional memberships:

District

American Association for Women in Community Colleges (AAWCC) - January 1 – December 31, 2007- \$300.00

Community College League of California (CCLC) Policy and Procedure Service - January 1 – December 31, 2007 - \$1,500.00

Coastline Community College

California Association of Community College Registrars and Admissions Officers (CACCRAO) - July 1, 2006 through June 30, 2007- \$200

Orange Coast College

National Association of Veteran’s Program Administrators – January 1-December 31, 2007 - \$150.00

California Community Colleges Student Services Administrators – July 1, 2006 – June 30, 2007 - \$300.00

The Board further authorized the purchase of the following new institutional memberships:

Coastline Community College

California Community College Chief Student Services Administrators Association (CCCCSSAA) - July 1, 2006 through June 30, 2007 - \$300

College Board - November 1, 2006 through October 31, 2007 - \$325

ArtScene - March 1, 2007 through February 28, 2008 - \$345

3. Personnel Items

The Board authorized special assignments; accepted resignations and/or approved layoffs and terminations; authorized leaves of absence; appointed substitutes, academic staff; appointed academic staff; appointed classified staff to advertised positions; authorized reclassification, classification reductions, and reorganizational reassignments, classified staff; authorized temporary out of class and special assignments, classified staff; authorized additional assignments, change in bargaining unit, classified staff; authorized changes in salary schedules; appointment of special category, hourly staff; authorized monthly travel allowances; authorized professional experts; authorized independent contractors; authorized staff development; and authorized off campus assignments.

4. Financial Approvals

a. Approval of Purchase Orders

The Board approved purchase orders listed in the amount of \$8,349,015.04. (A copy of the report is on file with the February 7, 2007 Agenda, and is available on request.)

b. Ratification/Approval of Checks

The Board ratified/approved the warrants for previously approved purchase orders listed in the amount of \$4,789,204.70. (A copy of the report is on file with the February 7, 2007 Agenda, and is available on request.)

The Board ratified/approved the warrants for the General Obligation Bond Fund in the amount of \$1,158,670.45. (A copy of the report is on file with the February 7, 2007 Agenda, and is available on request.)

c. Authorization for Special Payments

Authorization was given for the following special payments:

Payment of \$1,200 for program annual fee to the Committee on Accreditation for Education in Electroneurodiagnostic Technology. This is required for the Orange Coast College Neurodiagnostic Technology and Polysomnographic Technology accreditation.

Payment of \$1,500 for the 2007-2008 annual institutional fee for Joint Review Committee on Education in Radiologic Technology, Chicago, IL. This is required for accreditation of the Orange Coast College programs.

Payment of \$200 to the Board of Registered Nursing, Consumer Affairs for the bi-annual renewal fee for Orange Coast College to remain as a continuing education provider.

Payment of \$1,265 to the American Dietetic Association for the Nutrition Care/Dietetic Technician Program at Orange Coast College for fiscal year 2007-2008. This is required for accreditation.

5. Buildings and Grounds Items Under \$10,000

a. Authorization to File Notice of Completion

Authorization was given to file a Notice of Completion on the following projects 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 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 District is authorized to pay fees due, accepting all work and/or materials as satisfactorily completed by the contractors. In the event of a dispute

between the District and the Contractor, the District may withhold from the retention an amount not to exceed 150 percent of the disputed amount.

OCC Fitness Center, Phase I; Bid No. 1899

Contractor: PCN3, Inc.; (Category A – Earthwork/Grading)

Contractor: HPL Mechanical; (Category B – Underground Utilities)

OCC Fitness Center, Phase II; Bid No. 1900

Contractor: Anderson Charnesky Structural Steel, Inc.; (Category C – Steel)

Contractor: USS Cal Builders, Inc.; (Category D – Concrete)

Contractor: Mitsubishi Electric & Electronics; (Category E – Elevator)

Contractor: AAA Action, Inc.; (Category F – Fire Sprinklers)

OCC Fitness Center, Phase III; Bid No. 1902

Contractor: Cochran Interiors; (Category G – Acoustical Ceiling)

Contractor: Dennison Electric; (Category H – Electrical)

Contractor: Liberty Climate Control; (Category I – HVAC)

Contractor: Advance Mechanical; (Category J – Plumbing)

Contractor: Superior Wall Systems; (Category K – Drywall)

Contractor: Letner Roofing Co.; (Category L – Roofing/Waterproofing)

Contractor: Borbon Inc.; (Category M – Painting)

Contractor: Donald Hoover Co.; (Category N – Flooring)

Contractor: Inland Pacific Tile; (Category O – Ceramic Tile)

Contractor: Merit Specialties; (Category P – Toilet Partitions)

Contractor: Pierre Sprinkler & Landscape; (Category R – Landscape)

Contractor: K & Z Cabinets; (Category S – Millwork)

Contractor: Haitbrink Asphalt Paving, Inc.; (Category T – Asphalt Paving)

Contractor: Van Nuys Sheet Metal; (Category U – Sheet Metal)

Contractor: Padua Glass; (Category V – Glass & Glazing)

b. Authorization for Addendum No. 4 Bundy-Finkel Architects; Orange Coast College Sailing Center Upgrade

Authorization was given to accept Addendum No. 4 for additional architectural services for the Orange Coast College Sailing Center Upgrade.

The scope of service is to include the following tasks:

1.	Architectural	\$3,370
2.	Structural Engineering	\$1,100
3.	Electrical Engineering	\$ 990
4.	Additional Reimbursable Expenses	\$ 250

Design, present and modify construction documents to provide external oar storage closets and adjust floor slab finish elevation. Services also include modification of plans adding electrical outlets and lights to work area and study reconfiguration of men's restroom.

The Board further authorized the Chancellor or the Vice Chancellor of Administrative Services to sign the addendum to the agreement.

Fiscal Impact: \$5,710 (General Obligation Bond Fund/Measure C)
Master Plan Approved Project
OCC Upgrade Sailing Center
ADA & Women's Locker Room

c. Authorization for Addendum No. 2 to Rossetti; Orange Coast College Renovation of Gymnasium Exterior

Authorization was given to accept Addendum No. 2 for additional architectural services for the Orange Coast College Renovation of Gymnasium Exterior.

The scope of services is to include the following tasks:

1.	Additional Reimbursable Expenses	\$2,400
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It is further recommended that the Chancellor or the Vice Chancellor of Administrative Services be authorized to sign the letter of proposal.

Fiscal Impact: \$2,400 (District Funds/OCC Capital Project)
Master Plan Approved Project
OCC Gym Renovation

Item Removed from the Consent Calendar:

2. General Items

a. Authorization for Special Projects

Trustee Hornbuckle referred to the special project listed under Orange Coast College, *Orange Coast College Student Health Center to sponsor a fundraising event “Relay for Life”* hosted by the American Cancer Society. She shared that she is the honorary co-chair of the event and encouraged anyone interested to put together a team and participate.

Speaking to the Topic:

Nicole Hensley, American Cancer Society, introduced two volunteers, David Rooney and Scott Hensley, and provided a brief overview of the Relay for Life event. She announced that the 24 hour event honoring cancer survivors, their caregivers, family and friends is scheduled for August 3 & 4th, and they are interested in holding it at OCC. Ms. Hensley announced that the goal is to have 24 cancer survivors participate, raise \$24,000, have 24 people on the planning committee, and have 24 teams. She noted the symbolism that cancer patients deal with cancer 24 hours a day, and so others can give up 24 hours. Ms. Hensley distributed brochures advertising the event.

It was moved by Ms. Hornbuckle and seconded by Mr. Moreno to approve Item 2a of the Consent Calendar. Motion carried with the following vote: Aye – Ms. Hornbuckle, Mr. Howald, Mr. Moreno, Mr. Ruiz, and President Patterson.

Authorization was given to approve the following special projects:

Coastline Community College

Coastline Community College Student Advisory Council will host a Legislative Staff Appreciation Breakfast to be held at the Center Club in Costa Mesa on February 28, 2007.

Coastline Community College, in coordination with the Orange County League of Latin American Citizens (LULAC) Foundation and the LULAC Garden Grove Council, to co-sponsor the First Annual Latino Youth Leadership Academy Conference on Saturday, May 12, 2007, 8:00 a.m. – 3:00 p.m. at the Garden Grove Center in Garden Grove, CA. (Revision is to revise the date from Saturday, October 28, 2006, and the location from Le-Jao Center in Westminster, CA; Previous Board Approval: 9-6-06).

Coastline Community College Academic Senate is sponsoring a workshop for Coastline faculty on Academic Freedom with a speaker from American Association of University Professors (AAUP), to be held at the Garden Grove Center in Garden Grove, CA on February 22, 2007, from 1:00 - 4:00 p.m.

Golden West College

Golden West College to hold a Science Olympiad March 2, 2007, a science competition for high school students.

Golden West College to hold a CalWORKs/Temporary Assistance to Needy Families (TANF) Legislation Workshop November 16, 2006 to update students on new changes to TANF federal legislation.

Golden West College International Students Program to hold the following campus events and activities including a Facility Open House, Student Success Workshops, Diversity Week activities, Focus Groups, and Mental Health Support Groups during the Spring 2007 semesters.

Golden West College to hold a Preceptor Instructor Workshop, February 22-23, 2007, at Western Medical Center Santa Ana to provide training per the Regional Health Occupation Resource Center (RHORC) grant work plan.

Orange Coast College

Orange Coast College Technology Division Construction Department to host the California Real Estate Inspection Association (CREIA), Orange County Chapter workshop on the home inspection industry on February 24, 2007, in the OCC Technology Center lecture hall.

Orange Coast College Physical Education & Athletics Division to co-sponsor the Calvary Chapel High School baseball team who will use the OCC baseball field for practices and games on March 23, March 30, and April 27, 2007.

Orange Coast College Job Placement Center to host the Annual Job Fair on April 18, 2007, in the OCC Quad.

Orange Coast College Associated Students to hold various meetings during the Spring 2007 semester to discuss issues related to student government initiatives, planning, and event coordination.

Orange Coast College Associated Students to host various Region 8 meetings for the Student Senate of the California Community Colleges during the Spring 2007 semester.

Orange Coast College Associated Students to hold Student Government Elections during the Spring 2007 semester.

Orange Coast College Associated Students to sponsor a Senior Day BBQ lunch on March 20, 2007.

Orange Coast College Associated Students to host District Student Council meetings during the Spring 2007 semester. Expenses NTE \$500 to be paid from ASOCC funds.

Orange Coast College Volunteer Center to host Volunteer Day in April 2007. Expenses NTE \$2,000 to be paid from ASOCC funds.

Orange Coast College Associated Students to sponsor a Graduation BBQ on May 24, 2007. Expenses NTE \$1,000 to be paid from ASOCC funds.

Orange Coast College Harry & Grace Steele Children's Center to co-sponsor the local Kiwanis Service Organization's youth affiliate group to participate in a garden and play yard clean-up day on April 7, 2007, at the OCC Children's Center.

Orange Coast College Vice President of Student Services to host an Outreach Subcommittee planning meeting on March 2, 2007.

Orange Coast College Student Health Center to sponsor a fundraising event "Relay for Life" hosted by the American Cancer Society. This is a 24-hour event beginning at 7:00 P.M. on August 3, 2007, and ending at 7:00 P.M. on August 4, 2007, at the OCC track.

Orange Coast College to host the annual Welding Advisory Committee meeting in the OCC Student Center Lounge on February 8, 2007.

Orange Coast College choir and chamber singers to perform November 4, 2006, March 17, and May 13, 2007, on the OCC campus. Revision to Previous Board Action to add March 17 concert. Previous Board approval 6/21/06.

Orange Coast College Foundation to host the 4th Annual Aviation Scholarship Luncheon in Honor of the Tuskegee Airmen on February 9, 2007, in the OCC Captain's Table. Invitees to include alumni, students, faculty and staff of the Coast Community College District, local community members, and area school students. Revision to Previous Board Action to revise total amount of expenses and add attendees. Previous Board approval 9/6/06.

Action Items

Agreements

- 1. Authorization To Enter Into An Amended Subcontract Agreement Between Central Texas College (CTC) And The Coast Community College District (Coastline Community College) Whereby Coastline Serves As Integrator In Support Of The Navy College Program For Afloat Education (NCPACE) (Reference US Government Contract No N00140-04-D-0007) For The Delivery Of All Distance Learning Services And Courses Described In The CTC Alternate Technical Proposal In Response To Government Solicitation No. N00140-03-R-2735**

It was moved by Mr. Howald and seconded by Ms. Hornbuckle that authorization be given for the Coast Community College District (Coastline Community College) to enter into an Amended Subcontract Agreement with Central Texas College. The Board further authorized the Chancellor or Vice Chancellor of Administrative Services to sign this agreement (Previous Board Approval: August 16, 2006.)

Motion carried with the following vote: Aye – Ms. Hornbuckle, Mr. Howald, Mr. Moreno, Mr. Ruiz, and President Patterson.

Fiscal Impact: Potential yearly expense for District: \$17,389.00

- 2. Authorization to Approve a Standard Field Experience Affiliation Agreement between Ocean View School District and Coast Community College District (Orange Coast College) to Enter Into a Standard Field Experience Agreement**

It was moved by Mr. Howald and seconded by Mr. Ruiz that approval be given to enter into a standard field experience agreement between Ocean View School District and Coast Community College District (Orange Coast College) for the purpose of providing Speech Language Pathology Assistant Program clinical experience for the Orange Coast College Speech Language Pathologist Assistant Students. The Board further authorized the Chancellor or Vice Chancellor of Administrative Services to sign such agreements.

Motion carried with the following vote: Aye – Ms. Hornbuckle, Mr. Howald, Mr. Moreno, Mr. Ruiz, and President Patterson.

Fiscal Impact: Students are required to obtain personal liability insurance during enrollment in an Allied Health program. The District shall provide professional liability insurance (above students' personal liability insurance) and Worker's Compensation insurance for each student participating in clinical rotation. (For field experience agreements, the District provides only Worker's Compensation insurance.) These coverages are in effect while the student is on-site at facility.

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

1. Authorization for Change Orders No. 10 and 11; Orange Coast College Fitness Center

It was moved by Mr. Ruiz and seconded by Mr. Howald that authorization be given for Change Orders No. 10 and 11 to Orange Coast College Fitness Center as described in the Change Order documents.

These changes are necessary for the following reasons:

Change Order No. 10:

K & Z Cabinets (Package S – Millwork)

1. Allowance Dollar Credits <\$1,000.00>

Contract Amount: \$193,700 (C.O. 6: 5% Decrease; C.O. 7: .9% Increase; C.O. 8: .01% Increase; C.O. 10: .5% Decrease)
Total Change Orders: <\$8,421.05> (4.3% Decrease)

Pierre Sprinkler & Landscape (Package R – Landscape)

1. Allowance Dollar Credits <\$6,014.41>

Contract Amount: \$102,500 (C.O. 4: .6% Decrease; C.O. 10: 6% Decrease)
Total Change Orders: <\$6,643.07> (6% Decrease)

Inland Pacific Tile (Package O – Ceramic Tile)

1. Allowance Dollar Credits <\$1,083.00>

Contract Amount: \$64,900 (C.O. 9: 12.7 % Increase; C.O. 10: 2% Decrease)
Total Change Orders: \$7,027.00 (10.8% Increase)

Liberty Climate Control (Package I – HVAC)

1. Allowance Dollar Credits <\$9,146.64>

Contract Amount: \$579,500 (C.O. 4: .5% Decrease; C.O. 6: 1.7% Decrease)

C.O. 10: 1.6% Decrease)
Total Change Orders: <\$22,153.31> (3.8% Decrease)

Van Nuys Sheet Metal (Package U – Sheet Metal)

1. Allowance Dollar Credits <\$ 619.30>

Contract Amount: \$339,877 (C.O. 4: 2.5% Decrease; C.O. 5: .1% Decrease;
C.O. 7: .3% Increase; C.O. 8: .07% Increase; C.O. 9: .6% Increase;
C.O. 10: .2% Decrease)
Total Change Orders: <\$3,617.21> (1% Decrease)

Cochran Interiors (Package G – Acoustical Ceiling)

1. Allowance Dollar Credits <\$3,439.00>

Contract Amount: \$97,327 (C.O. 10: 3.5% Decrease)
Total Change Orders: <\$3,439.00> (3.5% Decrease)
Change Order No. 11:

Haitbrink Asphalt Paving, Inc. (Package T – Asphalt Paving)

1. Rework of sub grade \$1,298.12

(1) Rework of the sub grade for the AC Paving due to rain damage.

Contract Amount: \$27,800 (C.O. 3: .5% Decrease; C.O. 10: 5% Increase)
Total Change Orders: <\$196.38> (.7% Increase)

Borbon Inc. (Package M – Painting)

1. Miscellaneous touch-up paint \$ 428.33

(1) Miscellaneous touch-up paint due to various areas which had been damaged from moving furniture and various equipment into the building.

Contract Amount: \$129,850 (C.O. 9: 5% Decrease; C.O. 10: .3% Increase)
Total Change Orders: <\$6,008.67> (5% Decrease)

Anderson Charnesky Structural Steel, Inc. (Package C – Steel)

1. Structural steel supports and braces \$12,201.00

(1) Rework and add structural steel supports and braces as requested by DSA (Division of State Architect and engineering requirements.

Contract Amount: \$1,106,396 (C.O. 1: .005% Decrease; C.O. 3: .04% Decrease;
C.O. 4: .01% Decrease; C.O. 5: .3% Increase; C.O. 7 .6% Increase; C.O. 10: 1% Increase)
Total Change Orders: \$20,318 (2% Increase)

PCN3, Inc. (Package A – Earthwork/Grading)

1. Additional soil removal \$ 7,193.25

(1) An additional eighteen loads of soil had to be removed from the site and disposed of in the La Brea landfill due to the various ramp and stadium seating revisions during the project.

Contract Amount: \$217,100 (C.O. 1: 1% Increase; C.O. 3: 2% Increase; C.O. 4: .3% Decrease; C.O. 10: 3% Increase)
Total Change Orders: \$16,050.75 (7% Increase)

K & Z Cabinets (Package S – Millwork)

1. Cabinet revisions \$ 2,424.00

(1) Cabinet revisions requested by the College in the storage and equipment rooms.

Contract Amount: \$193,700 (C.O. 6: 5% Decrease; C.O. 7: .9% Increase; C.O. 8: .01% Increase; C.O. 10: .5% Decrease; C.O. 11: 1.2% Increase)
Total Change Orders: <\$5,997.05> (3% Decrease)

USS Cal Builders, Inc. (Package D – Concrete)

1. Additional sand and enlarge handicap seating area \$ 8,673.48
2. Additional wall \$ 6,178.98

(1) Additional sand was required at the slab on grade by the soils engineer and the contractor was directed to enlarge the handicapped seating area in the football stadium.
(2) The Architect and Engineer have required an additional wall be formed and poured at the East Bleachers. The wall required was shown on the contract documents as existing.

Contract Amount: \$1,196,000 (C.O. 1: 3% Increase; C.O. 2: 1% Increase; C.O. 3: 3% Increase; C.O. 4: 1.2% Increase; C.O. 6: 2% Increase; C.O. 9: .7% Increase; C.O. 10: 1% Increase)
Total Change Orders: \$120,992.24 (10% Increase)

Trustee Hornbuckle mentioned the charge to the Anderson Charnesky Structural Steel, Inc., for structural steel supports and braces, inquiring why this was not planned for. ■ Paul Ruig, C.W. Driver, explained that this item was planned for but was being charged on a time and material basis, and the amount could not be determined until the job was complete.

Motion carried with the following vote: Aye – Ms. Hornbuckle, Mr. Howald, Mr. Moreno, Mr. Ruiz, and President Patterson.

Fiscal Impact: \$17,094.81 (Measure C - General Obligation Bond)
Master Plan Approved Project
OCC Fitness Center

General Items of Business

1. Recommendation for Rejection of Claim for Damages against Coast Community College District for Property Damage

It was moved by Mr. Ruiz and seconded by Mr. Howald to reject the claim for damage in the amount of \$973.00 against the CCCD from claimant who allegedly suffered property damage to his vehicle at the GWC swap meet on or about January 6, 2007.

Motion carried with the following vote: Aye – Ms. Hornbuckle, Mr. Howald, Mr. Moreno, Mr. Ruiz, and President Patterson.

2. Authorization to Contract with Digital Networks Group Inc. To Provide an Integrated Audio, Video and Sound Solution and Services for Orange Coast College Classrooms, Utilizing the Department of General Services, (CMAS) California Multiple Award Schedule Contracts 3-04-58-0215A, 3-06-70-2070D

It was moved by Mr. Ruiz and seconded by Mr. Howald to authorize the Director of Purchasing to issue purchase orders for integrated audio, video and sound solution and services for OCC classrooms, utilizing the CMAS contract to Digital Networks Group Inc.

Motion carried with the following vote: Aye – Ms. Hornbuckle, Mr. Howald, Mr. Moreno, Mr. Ruiz, and President Patterson.

Fiscal Impact: \$455,000 CMAS Fee (Waived) Measure C-General Obligation Bond
Instructional Equipment Grant
OCC Upgrade Campus Classrooms
OCC Upgrade Campus Buildings
Master Plan Approved Project

3. Authorization to Purchase One-hundred Twenty-one (121) Dell Desktop Computers for Golden West College Using the Western States Contracting Alliance (WSCA) Master Price Agreement

It was moved by Ms. Hornbuckle and seconded by Mr. Howald to authorize the Director of Purchasing to issue a purchase order for one-hundred twenty-one (121) Dell computers for GWC using the WSCA Master Agreement.

Motion carried with the following vote: Aye – Ms. Hornbuckle, Mr. Howald, Mr. Moreno, Mr. Ruiz, and President Patterson.

Fiscal Impact: \$169,472.00 (General Funds)

4. Approval of Unpaid California State University Fullerton Health Services Student Intern Pursuant to the Service Learning Internship Agreement between Coast Community College District (Orange Coast College) and California State University, Fullerton

It was moved by Mr. Ruiz and seconded by Mr. Howald that approval be given for a CSU-Fullerton Health Services student to be placed in an unpaid internship at the OCC Student Health Center, under the direction of the Student Health Center Director.

Motion carried with the following vote: Aye – Ms. Hornbuckle, Mr. Howald, Mr. Moreno, Mr. Ruiz, and President Patterson.

Fiscal Impact: None

5. Approval of Amendment #1 to Service Learning Internship Agreement between CSU-Fullerton and the Coast Community College District

It was moved by Mr. Ruiz and seconded by Ms. Hornbuckle that approval be given to amend the Service Learning Internship Program agreement between California State University Fullerton and the Coast Community College District, dated August 4, 2006. This amendment shall extend the term of the unpaid internship agreement from February 8, 2007 through February 8, 2008.

Motion carried with the following vote: Aye – Ms. Hornbuckle, Mr. Howald, Mr. Moreno, Mr. Ruiz, and President Patterson.

Fiscal Impact: None

Resolutions

1. Adoption of Resolution Authorizing Payment to Trustees Absent from Board Meetings

It was moved by Mr. Ruiz and seconded by Ms. Hornbuckle to adopt the Resolution authorizing payment to Trustee Walt Howald for his absence at the January 17, 2007 Meeting of the Board of Trustees, due to community college business, and Student Trustee Jeri Elder, for her absence at the Special Meeting of January 30, 2007 due to hardship, as presented in the February 7, 2007 Agenda.

Motion carried with the following vote: Aye – Ms. Hornbuckle, Mr. Moreno, Mr. Ruiz, and President Patterson; Abstain – Mr. Howald.

2. Authorization to Apply for Funded Programs and/or Projects

It was moved by Ms. Hornbuckle and seconded by Mr. Ruiz that authorization be given to adopt the Resolution to apply for the “Harry & Grace Steele Children’s Center General Child Care Center Grant,” subsidizing childcare for low-income student parents, as presented in the February 7, 2007 Agenda. The Board further authorized the Chancellor or Vice Chancellor of Administrative Services to sign any related documents as appropriate.

Motion carried with the following vote: Aye – Ms. Hornbuckle, Mr. Howald, Mr. Moreno, Mr. Ruiz, and President Patterson.

Fiscal Impact: Re-application for General Child Care funds for 2007-2008, for a total of \$642,856. There are no matching District funds required.

Adjournment

There being no further business, it was moved by Howald and seconded by Mr. Ruiz that the meeting be adjourned. Motion carried with the following vote: Aye – Ms. Hornbuckle, Mr. Howald, Mr. Moreno, Mr. Ruiz, and President Patterson.

The meeting was adjourned at 7:43 p.m.

Secretary of the Board