

Regular Meeting
Board of Trustees
Coast Community College District

District Board Room – 6:30 p.m.

September 20, 2006

MINUTES

A Regular Meeting of the Board of Trustees of the Coast Community College District was held on September 20, 2006 in the Board Room at the District Office.

1. Call to Order

Vice President Mary Hornbuckle called the meeting to order at 6:30 p.m.

2. Pledge of Allegiance

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

3. Roll Call

Trustees Present: George Brown, Mary Hornbuckle, Jerry Patterson, Armando Ruiz, and Jeri Elder

Trustees Absent: Walt Howald

Others in Attendance were: **Staff** – K. Yglesias, C. Brahmhatt, E. Curtis, J. Quarles, D. Bailor, W. Bryan, L. Comer, D. Currie, L. Dahnke, B. Dees, S. Dumont, B. Fey, N. Hill, A. Holliday J. Houlihan, N. Jones, R. Kudlik, D. Mancina, K. McElroy, L. Miller, G. Monahan, R. Pagel, M. Parham, M. Perez, C. Teeter, H. Thomas, D. Thompson, and D. Waldfogel; **Students** - M. Scryer, B. Shelly, and C. Svir; **Other** – J. Briscoe, J. Kelly.

4. Public Comment

John Briscoe, community member, addressed the Board regarding the administration at GWC, stating his opinion that management is not handling the issue of campus traffic safety. He shared

that he has brought concerns to administration regarding his observations of GWC employees running stop signs on campus, and expressed the opinion that his concerns are not being addressed. Mr. Briscoe requested the Board look into this matter, take action and reply to him in writing within 10 days. In response to Mr. Briscoe's comments, Ms. Hornbuckle requested that Chancellor Yglesias research the matter of traffic safety at the GWC campus and provide information to the Board.

5. Adopt Agenda

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

6. Approval of Minutes

It was moved by Mr. Brown and seconded by Mr. Ruiz that the Minutes of the Regular Board Meeting of September 6, 2006 be approved as submitted. Motion carried with the following vote: Aye – Mr. Brown, Ms. Hornbuckle, Mr. Patterson, and Mr. Ruiz.

General Information and Reports

1. Review of Board Meeting Dates

The Board reviewed the scheduled Board meeting dates for the months of October 2006 through June 2007.

2. Reports from the Officers of Student Government Organizations

Brandon Shelly, President, Associated Students of Golden West College (ASGWC), reported that the Associated Students have been involved in approving the revised draft of the ASGWC Constitution, reviewing the Standing Rules, and discussing ASGWC goals. ■ He announced that Arilyn Lim resigned as the Student Advocate on Student Council and noted that applications are being accepted to fill that position, as well as the vacant position of Public Relations Officer. ■ Mr. Shelly shared that GWC's 40th Anniversary celebration was a success with participation of over 600 students, staff and faculty. ■ He commented on the Student Activities Open House that was held and the upcoming Latino Heritage event. ■ Mr. Shelly noted that the campus celebrated Constitution and Citizenship Recognition Day today, and distributed miniature flags, asked historical trivia questions and signed a copy of the U.S. Constitution. ■ He announced that applications are available for students sponsored by a club or sports team to run for Homecoming King or Queen. ■ In closing, Mr. Shelly reported that recruitment for student council is going well, noting an increase in the number of student senators and students serving on campus-wide committees.

Chelsea Svir, Student Advisory Council (SAC), Coastline College, reported that SAC has issued requests for grant proposals due October 20, and expects to award \$15,000 in grants to faculty and staff who submit the winning applications. She noted that applicants whose proposals are

approved for funding will be notified by December 1. ■ Ms. Svir shared that SAC distributed information about grants and clubs at the All College Fall meeting on September 8. ■ She announced that SAC is involved in a project to raise funds to assist children in a small Zulu village in South Africa. ■ In closing, Ms. Svir mentioned that SAC distributed constitution bookmarks on September 18.

Marc Scyrer, Business Manager of Associated Students of Orange Coast College (ASOCC), reported that the ASOCC appointed applicants to shared governance committees, noting that more applications were received than in the past, with 46 applications for 39 seats. He remarked that this large interest could be from the increased advertising campaign that was carried out. ■ Mr. Scyrer announced that an ad hoc committee is working on constitution reform, and encourages contributions from the campus community through an online forum. He mentioned other projects, including campus sustainability, and a health awareness campaign. ■ In closing, he announced that applications for President of ASOCC will continue to be accepted through September 22.

3. Reports from the Academic Senate Presidents

Orange Coast College Academic Senate President Georgie Monahan reported that a task force will be formed to allocate the one-time funds directed toward basic skills. ■ She further noted that the Academic Senate will be discussing expansion of the Honors Program and reactivating the Academic Standards Committee. ■ Ms. Monahan commented that the Senate is focusing on student learning outcomes and ensuring that 20-25% of courses have written outcomes. As an update regarding the accreditation process, she reported that the Academic Senate is involved in a second draft reading. She remarked that, based on her involvement with committees, she believes the shared governance process is thriving at Orange Coast College.

Golden West College Academic Senate President Stephanie Dumont reported that two GWC faculty members were recognized for distinguished work in their respective disciplines—Nanette Brodie, Dance Faculty, was honored on September 12 by the Arts Council for Long Beach as the Distinguished Artist of the Year; and Darrell Ebert, Fine Arts Faculty, has been invited by the National Geographic Society to accompany a group to eastern Tibet and lecture on textiles from that region. ■ She reported on the final meeting of the Statewide Academic Senate Associate Degree Task Force, noting that resolutions were developed on the following six topics: 1) Changing Title 5 to specify a single degree title for the Associate Degree; 2) Changing Title 5 to add language defining both the Associate of Arts and the Associate of Science; 3) Changing Title 5 to create a degree title specifically for occupational programs; 4) Eliminating the use of the term “transfer” in program titles for the Associate Degree; 5) Changing Title 5 language to require a minimum grade of “C” in all courses required for the area of emphasis/major for an Associate Degree and Certificate of Achievement; and 6) Whether or not the Academic Senate for California Community Colleges (ASCCC) support or oppose the use of the Intersegmental General Education Transfer Agreement (IGETC) and/or CSU general education breadth as the sole basis to satisfy the “area of emphasis” for the Associate Degree. ■ In closing, Ms. Dumont reported that the Executive Board drafted 2006-07 goals and outcomes for discussion on September 24.

Coastline Community College Academic Senate President Nancy Jones reported that President Ding-Jo Currie attended the Academic Senate Meeting to discuss the potential reorganization of the campus sites. ■ She announced that the Town Hall meeting to discuss Coastline’s accreditation report is September 22. ■ Ms. Jones stated that the Senate will be discussing academic freedom at the retreat scheduled for September 29. ■ In closing, she stated that she was

in Sacramento to participate in the Statewide Academic Senate Career Path, which is dealing with articulation agreements.

4. Reports from Employee Representative Groups

Dean Mancina, President, Coast Federation of Educators (CFE), read a prepared statement expressing his concerns regarding the 11.6% shortfall in FTES. (A copy of the complete statement is attached to and made a part of the Minutes.)

Hilary Thomas, President, Coast Federation of Classified Employees (CFCE), reported that 106 classified employees applied for Professional Development and were awarded a total of \$107,488.93 during fiscal year 2005/2006. She announced that she and the Committee are compiling the annual report and will present it to the Board when it is complete. ■ Ms. Thomas expressed concern regarding comments made by a staff member in a letter of complaint to the Board of Trustees, relating to Professional Development. She addressed the issue, noting that due to vacations scheduled during the summer, the Professional Development Committee did not have a quorum and cancelled two meetings, delaying the processing of applications. Ms. Thomas noted that without a quorum, no action can be taken by the committee. She announced that a new committee is in place and that they have completed the first of two scheduled trainings. ■ Ms. Thomas then updated the Board on the contract negotiations, highlighting the “Me Too” clause. Ms. Thomas expressed concerns regarding the District’s proposal, stating that, effective July 1, 2007, Classified employees retiring at age 50 would not qualify for District benefits.

5. Reports from the Presidents

Golden West College President Wes Bryan reported that the campus held a back to school birthday party to celebrate GWC’s 40th anniversary, and thanked Trustee Ruiz for participating in that event. He commented that the focus of the general meeting following the celebration was emergency preparedness and environmental responsibility, with Huntington Beach Fire Chief Duane Olson speaking on the City’s emergency preparedness plan. ■ Mr. Bryan distributed a postcard and announced the Fine Arts Faculty exhibit taking place at GWC. ■ He mentioned that the Budget & Planning committee is working on developing a process for determining classified position replacements similar to the faculty ranking process. ■ In closing, Mr. Bryan commented that he would not be able to attend the District Wide Student Council Meeting September 22.

Coastline College President Ding-Jo Currie shared that she is proud of the many Coastliners who take leadership positions and participate in local, statewide and national governments, and acknowledged Lynn Dahnke, Marketing Director, Coast Learning Systems, who is serving as President of CDMA for 2006/2007. ■ She also commended the SAC students for taking upon themselves to help villages in South Africa, and potentially Pakistan, commenting that she is proud that they are taking the college’s mission statement relating to “global responsibility” seriously and following up with action.

Orange Coast College President Bob Dees reported that OCC is working on committee structures in conjunction with the planning model, noting that the Career Education Planning Committee is being formed to work with the Vocational Education programs. ■ He further noted that more committees are being developed in order to coordinate and allocate appropriately a large amount of one-time funds available for 2006/2007. ■ Mr. Dees reported OCC’s football team is ranked #6 in a statewide regional poll.

6. Report from the Chancellor

Chancellor Ken Yglesias acknowledged Associate Vice Chancellor Erin Curtis for being named the National Council for Marketing and Public Relations “Communicator of the Year.” ■ He reported that he had the honor of speaking to an OCC political science class on foreign policy. ■ In closing, Chancellor Yglesias reported that he attended the OCC versus Palomar football game and is proud that OCC now has a nationally ranked football team.

Chancellor Yglesias invited Vice Chancellor C.M. Brahmhatt to address the Board in response to remarks by Mr. Mancina relating to the 11.6% shortfall in FTES. Vice Chancellor Brahmhatt responded to Mr. Mancina’s remarks, emphasizing the importance of open communication and working together at the District to meet the FTES goals. (A transcript of Vice Chancellor Brahmhatt’s comments is attached to, and made a part of, the Minutes.)

7. Reports from the Board of Trustees

Trustee Armando Ruiz reported that he and Chancellor Yglesias saw Shannon Willson, former Executive Director, CFE, and wished her the best in her new position at California Federation of Teachers in Fresno. ■ He also reported that he attended the 40th anniversary celebration at GWC and commended the students for the coordination of this event.

Trustee Patterson shared that, unfortunately, he missed the local Constitution Day events, but had the honor of being in Philadelphia for the celebration. He noted that he participated in a “Congress to Campus” program at a university in the Philadelphia area, an experience which he believes is as rewarding to him as it is to the students. Trustee Patterson added that he hopes to be able to participate in the Coast District Constitution Day events next year. ■ He commended the student representatives for their reports tonight, commenting that they were concise and informative. ■ Trustee Patterson shared his personal opinion regarding the “Me Too” clause referred to by Ms. Thomas. He stated that he understands the importance of the “Me Too” clause, but commented that there are differences in the retirement benefits of the classified and the faculty, noting, for example, that the District pays more for classified than faculty retirement benefits. In response to the retirement age mentioned by Ms. Thomas, Trustee Patterson further expressed the opinion that most people in private industry, and faculty, are not able to retire at age 50. ■ Trustee Patterson then referred to Mr. Mancina’s prepared statement, agreeing that the 11.6% FTES shortfall was alarming, but shared that he was happy to hear from Vice Chancellor Brahmhatt that the District has pulled out of this in the past. He requested that the comments from Mr. Mancina and Vice Chancellor Brahmhatt be a part of the Minutes. Trustee Patterson noted that FTES is a complicated issue and suggested it be discussed in a workshop, so that the Board, staff, and union representatives can hear a more in-depth analysis and be more unified.

Student Trustee Jeri Elder reported that she participated in a student panel at Coastline’s All College Fall Meeting, and it was a great experience. ■ She shared that she is anticipating the District-Wide Student Council Meeting Friday, September 22 and invited everyone to come.

Trustee Mary Hornbuckle expressed agreement with Trustee Patterson’s concern for more education on the issue of FTES, and requested a written report analyzing how the District has gone from stabilization to growth throughout the years.

8. Review of Buildings and Ground Reports

The Board reviewed the Buildings and Grounds Report as listed in the September 20, 2006 Agenda. Vice Chancellor Brahmhatt shared that the District Office building plan will be on the Agenda at the City of Costa Mesa Planning Commission on September 25, and he will report back at the October 4 Board Meeting. He stated that he will confirm the time of the meeting and forward the information to the Trustees.

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.

Consent Calendar

It was moved by Mr. Ruiz and seconded by Mr. Brown that the amended Consent Calendar be approved. Motion carried with the following vote: Aye – Mr. Brown, Ms. Hornbuckle, Mr. Patterson, and Mr. Ruiz. (Note: All background reports were included with the September 20, 2006 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:

Diana Jason, Instructor/Psychology and Parent Education, (CCC) to accompany approximately 15 students and 15 children (Ticket Numbers 8254, 8255) to Tanaka Farms in Irvine, CA on October 19, 2006.

Diana Jason, Instructor/Psychology and Parent Education (CCC) to accompany approximately 15 students and 15 children (Ticket Numbers 8254, 8255) to Atlantis Park in Garden Grove, CA on November 16, 2006. Students will use District transportation.

Debbie Secord, Instructor/Gerontology (CCC) to accompany approximately 45 students (Ticket Numbers 8886, 8233, 8434) to Vedanta Rama Krishna Monastery in Trabuco, CA and to the Crystal Cathedral in Garden Grove, CA on October 25, 2006. Students will use District transportation.

Beverly Rico, Instructor/Psychology and Parent Education (CCC) to accompany approximately 15 students and 15 children (Ticket Numbers 8487, 8492) to Centennial Farm in Costa Mesa, CA on October 24, 2006.

Diane Ryan, Instructor/Emeritus (CCC) to accompany approximately 25-30 students (Ticket Number 9978) to the Laguna Art Museum in Laguna Beach, CA on September 19, 2006. Students will use District transportation.

June Briggs, Instructor/Social Studies (CCC) to accompany approximately 25 students (Ticket Number 8434) to Gemological Institute of America in Carlsbad, CA on September 27, 2006. Students will use District transportation.

Diane Ryan, Instructor/Emeritus (CCC) to accompany approximately 25-30 students (Ticket Number 9470) to the Laguna Art Museum in Laguna Beach, CA on September 21, 2006. Students will use District transportation.

Ann Holliday, Student Advisory Council Advisor (CCC) to accompany two Student Advisory Council members to attend Region VIII, California Community College Student Senate meeting at Cypress College, September 15, 2006.

Chuck Whitchurch and Jackie Powell, Honors Program Advisors (GWC) and 25 students to visit the Getty Villa, Pacific Palisades, CA, November 3, 2006. Travel by District transportation.

Elizabeth Patton and Geri Campeau, Women's Basketball staff (GWC) and 12 students to attend a Women's Basketball Team Training and Leadership Skills Activity, Bullhead City, AZ, October 28-30, 2006. Travel by District transportation.

Chip Marchbank, Michelle Sambrano, and Socorro Ortega, Extended Opportunities Program and Services Extended Opportunities Programs Services (EOPS) (GWC) and 20 students to attend the Region VIII Annual Cooperative Agency Resources for Education (CARE) Conference, Anaheim, CA, November 3, 2006. Travel by District transportation.

Thao Tran, and Anna Tovar (GWC) Transfer Center staff and 30-45 students to attend University Tours along with Orange Coast College, and open to all CCCD students. Travel by District Transportation as follows:

USC, September 29

Concordia University & UCI, October 20

San Diego State and UC San Diego, November 3

UCLA, November 7

Cal Poly Pomona and CSU Fullerton, November 17

CSU Dominguez Hills & CSU Long Beach, December 1, 2006

Orange Coast College Associated Students Executive Board members to attend the California Community College Student Affairs Association Student Leadership Conference in Los Angeles, CA, from October 20-22, 2006.

Orange Coast College Extended Opportunity Programs and Services and Cooperative Agencies Resources for Education (EOPS and CARE) to sponsor 20 EOPS/CARE students to attend the 2006-2007 Leadership Development Conference "Challenging Yourself to Lead," on October 13, 2006, at Cal Poly Pomona, CA.

2. General Items

a. Authorization for Special Projects

Authorization was given for the following special projects:

Coastline Community College

Coastline Community College Acquired Brain Injury Department to participate in recruitment and student outreach at the Loma Linda University Medical Center International Rehabilitation Institute and the Centre for Neuro-Skills Conference, October 12, 2006, 7:30 a.m. to 4:30 p.m. at Loma Linda University Medical Center, Loma Linda, CA.

Coastline Community College Garden Grove Learning Center to host the monthly meeting of the Los Angeles/Orange County Workforce Development Leaders (LOWDL), September 21, 2006, 8 a.m. – 2 p.m. at the Garden Grove Learning Center, Garden Grove.

Golden West College

Golden West College to hold an Honors Program Convocation/Welcome Event for Honors students, September 27, 2006, in the Rustler's Hangout.

Golden West College to hold a Creative Teaching Strategies Workshop, January 29, 2007, at the Hilton Hotel in Ontario, CA.

Golden West College to hold Academic Senate Meetings and Events as needed for the 2006-07 academic year.

Golden West College to hold A Night at the Races Scholarship Fundraiser, October 20, 2006, Los Alamitos Race Track.

Orange Coast College

Orange Coast College International Center to host a welcome luncheon for international students and their guests on the OCC campus during fall semester, 2006.

Orange Coast College Business and Computing Division to host eight division Advisory Committee meetings on September 29, 2006.

Orange Coast College Beta Mu Alpha chapter of Phi Theta Kappa, International Honor Society of the Two-Year College, to host an All-Honors Open House Orientation in the OCC Student Lounge on September 27, 2006.

Orange Coast College to co-sponsor a Kiwanis Key Club event to be held October 28, 2006, in the OCC Science Hall and Social Science Rooms. This revision to the 9/6/06 Board approval is to change the date and location of the event.

Orange Coast College to host the Conference for Chief Student Services Officers (CSSO) on September 29, 2006.

Orange Coast College symphony to perform September 23, 2006, in the Robert B. Moore Theatre.

Orange Coast College Consumer & Health Sciences Division to host a variety of Industry Advisory Committee meetings, campus functions, and other on-campus events during the 2006-2007 fiscal year.

Orange Coast College Culinary Arts program to sponsor the Roundtable for Food Professionals on September 13, 2006, on the OCC campus.

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

Authorization was given to apply for the following funded programs and/or projects and to participate, if funded, as outlined below. The Board further authorized the Chancellor or Vice Chancellor of Administrative Services to sign any related documents as appropriate.

1. Coastline College has applied to the Department of Labor – Employment and Training Administration for a grant titled “**Health Information Technician Training (HITT) Program.**” The HITT Program will develop a program whereby students will complete their degree or certificate requirements in a virtual interactive online environment. The grant funds, in addition to partner contributions, will allow Coastline to develop 12 online courses throughout the course of the next 3 years. Graduates will qualify to complete the national testing program.

Fiscal Impact: Coastline College has requested \$2,000,000 with leveraged resources of \$2,878,760.

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

Authorization was given for the disposal of 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.

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

Authorization was given to enter into the following standard agreements for the lease of telecourses for the terms and conditions listed in the agreements attached to the September 20, 2006 Agenda.

Fiscal Impact: No direct cost to the District. Projected revenue unknown, depending on utilization of the telecourses by the lessees and number of students enrolled in the courses.

e. Authorization for Purchase of Institutional Memberships

Authorization was given for the following renewals of institutional memberships:

District

Costa Mesa Chamber of Commerce – November 1, 2006 through November 1, 2007 - \$570.00

National Council for Marketing and Public Relations. (NCMPR) – October 1, 2006 through September 30, 2007 - \$350

Coastline Community College

California Association on Postsecondary Education & Disability (CAPED) - October 1, 2006 through September 30, 2007 - \$240

Golden West College

Academic Senate for California Community Colleges - July 1, 2006 through June 30, 2007 - \$961.92

California Community College Council for Staff and Organizational Development - July 1, 2006 through June 30, 2007 - \$125

South Coast Higher Education Council – September 2006 through August 2007 - \$50

Transfer Center Directors Association – September 1, 2006 through August 31, 2007 - \$50

Orange Coast College

California Academic Senate for Community Colleges - 2006-2007 - \$1,568.64

3. Personnel Items

The Board authorized special assignments; accepted resignations and/or approval of layoffs and terminations; authorized leaves of absence; authorized contract amendments based upon horizontal salary moves; appointed academic staff; appointed classified staff to advertised positions; authorized temporary out of class and special assignments, classified staff; authorized for schedule changes, classified staff; authorized for additional assignments, change in bargaining unit, classified staff; appointed special category, hourly staff; authorized monthly travel allowances; authorized professional experts; authorized off campus assignments; authorized independent contractors; and authorized staff development.

4. Special Programs And Activities

a. Community Education Activities – Orange Coast College

Authorization was given for not-for-credit classes advertised and offered by the Community Education Office during the period of September 21, 2006 – June 30, 2008.

b. Sailing Program- Orange Coast College

Authorization was given for non-credit classes offered by the Marine Programs Office during the period of September 21 – June 30, 2007.

5. Financial Approvals

a. Approval of Purchase Orders

The Board approved purchase orders in the amount of \$3,520,077.91. (A copy of the report is on file with the September 20, 2006 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 \$2,280,211.05. (A copy of the report is on file with the September 20, 2006 Agenda and is available on request.)

The Board ratified/approved the warrants for the General Obligation Bond Fund in the amount of \$1,082,568.08. (A copy of the report is on file with the September 20, 2006 Agenda, and is available on request.)

c. Authorization for Special Payments

Authorization was given for the following special payments:

Payment of \$800 for the 2006-2007 annual institutional fee for the Joint Review Committee on Diagnostic Medical Sonography (OCC). This is required for program accreditation.

Payment of \$500 for the 2006-2007 institutional fee for the Self-Study Re-Accreditation Analysis, payable to the Joint Review Committee on Cardiovascular Technology. This is required for accreditation of the programs.

6. 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 the 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 Watson Hall Renovation, Phase IV; Bid No. 1897

- Contractor: Cochran Interiors, Inc.
(Category I – Acoustical Ceilings)
- Contractor: Dennison Electric
(Category J – Electrical/Fire Alarm/Low Voltage Systems)
- Contractor: Liberty Climate Control, Inc.
(Category K – HVAC)
- Contractor: Pacific Plumbing Co.
(Category L – Plumbing)
- Contractor: Western Painting & Wall Covering
(Category O – Painting)
- Contractor: SCS Flooring Systems
(Category P – Flooring/Floor Leveling)
- Contractor: Stumbaugh & Associates
(Category R – Toilet Partitions/Accessories)
- Contractor: America West Landscape, Inc.
(Category T – Landscape/Irrigation)

b. Authorization to Employ AEPC Group, LLC; Orange Coast College Boat Yard

Authorization was given to employ AEPC Group, LLC for architectural and engineering services for the Orange Coast College Boat Yard.

The scope of service is to include the following tasks:

- 1. Architectural and engineering services for a new concrete foundation, electrical, plumbing and mechanical. \$13,300

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

Fiscal Impact: \$13,300 (District Funds)
Master Plan Approved Project
Orange Coast College Boat Yard Building

c. Authorization for Addendum No. 1 to Rossetti; Orange Coast College Renovation of Gymnasium Exterior

Authorization was given to accept Addendum No. 1 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 \$900

The Board further authorized the Chancellor or the Vice Chancellor of Administrative Services to sign the letter of proposal.

Fiscal Impact: \$900 (District Funds/OCC Capital Project)
Master Plan Approved Project

Action Items

Agreements

1. Authorization to Enter into an Agreement between the Coast Community College District (Orange Coast College) and California Tower Inc. for the Purpose of Consenting to a Sublease of Space for Wireless Communications Equipment

It was moved by Mr. Patterson and seconded by Mr. Brown that authorization be given to enter into an Agreement between Coast Community College District (Orange Coast College) and California Tower Inc. to be authorized as a sub-lessee to the existing April 1st 1988 easement Agreement with lessee SMSA Limited Partnership, dba Verizon Wireless. The terms of the original agreement with SMSA Limited Partnership, dba Verizon Wireless, will not be changed, and will terminate in 2008.

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

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

Fiscal Impact: Additional Revenue of \$6,600 annually.

2. Authorization to Enter into a Hold Harmless Nonstandard Agreement Between the City of Buena Park and Coast Community College District (Golden West College) for Mandated SWAT Training for the Criminal Justice Training Center

It was moved by Mr. Brown and seconded by Mr. Ruiz that authorization be given to enter into a nonstandard hold harmless agreement with the City of Buena Park and Coast Community College District (Golden West College) for mandated SWAT training for the Criminal Justice Training Center, July 1, 2006 – June 30, 2007.

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

Fiscal Impact: Should a usage fee be applicable in the future (currently being negotiated), the fee would come out of Facilities Leases funds and paid by students.

3. Authorization to Enter into an Agreement between HealthFax, Inc. and the Coast Community College District for Flu and Pneumonia Immunization Clinics

It was moved by Mr. Patterson and seconded by Mr. Ruiz that authorization be given for the Coast Community College District to enter into an agreement with HealthFax, Inc. to provide flu and pneumonia vaccinations for all benefit-eligible employees and retirees on the following dates at the following locations:

October 30, 2006	Coastline College
October 31, 2006	District Office
November 1, 2006	Golden West College
November 2, 2006	Orange Coast College

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

Fiscal Impact: NTE \$5,000.00 (District Wellness Funds)

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

1. Authorization for Change Order No. 6; Orange Coast College Fitness Center, Phase I; Bid No. 1899

It was moved by Mr. Ruiz and seconded by Mr. Brown that authorization be given for Change Order No. 6 to Orange Coast College Fitness Center, Phase I as described in the Change Order document.

These changes are necessary for the following reasons:

USS Cal Builders (Package D – Concrete)

1. Ramp Walls Revision \$13,362.09
Ramp walls had to be revised to work with the existing conditions of the old stadium Seating. ADA clearances could not be met without this change.
2. Additional Floor Sleeves \$11,574.43
The plans did not show the necessary floor sleeves in the gym for the nets for the Various sports.

Contract Amount: \$1,196,000 (C.O. 1: 3% Increase; C.O. 2: 1% Increase; C.O. 3: .3%; C.O. 4: 1.2% Increase; C.O. 6: 2%)
Total Change Orders: \$97,631.38 (8%)

Liberty Climate Control (Package I – HVAC)

1. Unused Allowance <\$10,000.00>

Contract Amount: \$579,500 (C.O. 4: .5% Decrease; C.O. 6: 1.7% Decrease)
Total Change Orders: <\$13,006.67>

Advance Mechanical (Package J – HVAC)

1. Perforated Drains \$22,744.00

The perforated drains for this project were inadvertently left off the bid packages for this trade. The cost of the drains was tracked on a time and material basis.

Contract Amount: \$392,708 (C.O. 5: 1.1% Increase; C.O. 6: 5%)

Total Change Orders: \$27,187.00 (6.1%)

K & Z Cabinets (Package S – Casework)

1. Credit for Lockers <\$11,365.00>
The College revised the quantity and type of lockers
2. Benches for the Drying Room \$ 1,593.30
Type and quantity of benches was not specified at the time of bid.

Contract Amount: \$193,700 (C.O. 6: 5% Decrease)

Total Change Orders: <\$9771.70>

Padua Glass (Package V – Glass and Glazing)

1. Addition of Automatic Door \$ 7,068.93
An automatic door was added to the building at the request of the College.
2. Revisions to the Exterior Door Hardware \$ 8,732.56
The College requested a change to the exterior door hardware to meet the new campus standards for door hardware and alarm systems.

Contract Amount: \$347,400 (C.O. 5: .9% Decrease; C.O. 6: 4% Increase)

Total Change Orders: \$12,759.49 (3.7%)

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

Fiscal Impact: \$43,710.31 (Measure C - General Obligation Bond)
Master Plan Approved Project
OCC Fitness Center

2. Authorization for Change Order No. 10; Orange Coast College Watson Hall Renovation

It was moved by Mr. Patterson and seconded by Mr. Brown that authorization be given for Change Order No. 10 to Orange Coast College Watson Hall Renovation. This is the final change order for the close out of this project as described in the Change Order document.

These changes are necessary for the following reasons:

Washington Iron Works (Package C – Steel)

1. Miscellaneous Closeout Items \$ 3,610.63
This change was to cover closeout work completed on time and material basis for revised restroom curb, stair handrail removal, tube steel for roll-up door, revised exterior clips for stud framing and rework to accommodate floor leveling.

Contract Amount: \$3,895,710 (C.O. 1: .09% Decrease; C.O. 2: 1.9% Decrease; C.O. 3: .04% Decrease; C.O. 4: .03% Increase and C.O. 6: .02% Increase; C.O. 7: .0004% Decrease; C.O. 10: .01% Increase)
Total Change Orders: <u>\$88,189.37>

Heinaman Contract Glazing (Package D – Glass & Glazing)

1. Credit for Inspection Overtime \$ <u>\$1,260.00>

Contract Amount: \$4,398,700 (C.O. 1: 5% Decrease; C.O. 3: 1% Increase; C.O. 6: 1%; C.O. 7: .001% Increase; C.O. 10: less than 1% decrease)
Total Change Orders: <u>\$149,881.89>

Cochran Interiors (Package I – Ceiling Tiles)

1. Replacement of Damaged Ceiling Tiles \$ 9,774.00
After the ceiling tiles were installed, tiles in several areas of the building were damaged by other trades completing their work. Some of this work including lowering the ceiling to accommodate the mechanical equipment.

Contract Amount: \$128,995 (C.O. 10: 7% Increase)
Total Change Orders: \$9,774.00 (7%)

Dennison Electric (Package J)

1. Labeling changes to the Electrical Boxes \$ 8,069.00
Due to the last minute renumbering of the building rooms, the electrical lines to the electrical rooms had to be relabeled.
2. Relocation of conduit \$ 2,876.00
Repairs or relocation of conduit for the OCC IT department or for changes to the furniture locations.
3. Miscellaneous relocation of Exterior Conduit \$16,149.73
Found conditions required the exterior building conduit to be relocated.

Contract Amount: \$2,009,000 (C.O. 3: 3% Decrease; C.O. 4: .1% Decrease; C.O. 5: 3% Increase; C.O. 7: .006% Increase; C.O. 8: 2% Increase; C.O. 9: .2% Increase; C.O. 10: .4% Increase)
Total Change Orders: \$77,922.73 (3.9%)

Liberty Climate Controls (Package K – HVAC)

1. Miscellaneous Closeout Work \$ 8,559.49
At the request of the project team, contractor installed additional flashings on louvers and added registers in some of the rooms.

Contract Amount: \$1,850,000 (C.O. 6: .08% Decrease; C.O. 7: .07 Decrease; C.O. 8: .3% Decrease; C.O. 9: .2% Increase; C.O. 10: .5% Increase)
Total Change Orders: <u>\$18,696.54> (1% credit)

Superior Wall Systems (Package M – Carpentry/Drywall)

1. Patching Walls due to Trade Damage \$ 6,500.00
Other trades damages wall during move in.

Contract Amount: \$2,192,000 (C.O. 3: 2% Increase; C.O. 4: 1.3% Increase; C.O. 5: 1%; C.O. 8: 1%; C.O. 9: .7% C.O. 10: .3%)
Total Change Orders: \$134,235 (6%)

Western Painting and Wallcovering, Inc. (Package O – Painting)

1. Miscellaneous Touch-Up Painting \$ 843.40
Touch-up painting was necessary due to damage by other trades.

Contract Amount: \$179,178 (C.O. 3: 1% Decrease; C.O. 10: .5%)
Total Change Orders: <\$1,570.60>

America West Landscape (Package T – Landscape)

1. Revised Landscaping \$19,139.80
Unforeseen conditions made it necessary to revise the landscaping plan at three areas around the building. The new footings needed for the seismic upgrade for the building were too close to the surface requiring the landscaper to revise the planting to crushed rock.
2. Additional Landscaping at Project Perimeter \$ 5,314.61
College requested additional landscaping at perimeter of construction fence area. The landscape area closest to the construction fence could not be maintained during the 18 months of the construction so it needed to be replanted.

Contract Amount: \$180,268.06 (C.O. 7: 2% Decrease; C.O. 8: 4% Decrease; C.O. 10: 11% Increase)
Total Change Orders: \$12,054.41 (7%)

Haitbrink Asphalt (Package V – Asphalt)

1. Slurry Parking Lot \$ 7,600.00
Slurry to the parking lot included just the new area but after all the construction trucks had traveled across the older parking lot, it was determined a slurry coat was needed to patch and match the entire “A” parking lot.
2. Miscellaneous Closeout Work \$ 3,350.57

Contract Amount: \$195,263.50 (C.O. 7: 4% Increase; C.O. 10: 5%)
Total Change Orders: \$20,495.57 (9%)

As of the July 19, 2006 Board of Trustees meeting, this project had a credit balance of \$26,351.83. The final change order total for all construction trades at the OCC Watson Hall Renovation is \$64,275.40 which is less than one percent of the total building construction cost of \$21,842,992.

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

Fiscal Impact: \$90,527.23 (Measure C - General Obligation Bond)
Master Plan Approved Project
OCC Upgrade/Centralize Student Services
OCC Watson Hall

General Items of Business

1. **Authorization to Conduct a Short-term Study Abroad Program (Golden West College) in History and Theater Arts in London, England, June 30 – July 30, 2007**

It was moved by Mr. Brown and seconded by Mr. Ruiz that authorization be given to enter into a standard travel contractor agreement to conduct a History and Theater Arts program in London, England from June 30 - July 30, 2007.

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

Fiscal Impact: No cost to the District. No replacement cost for faculty assigned to the program. All payments by trip participants for travel services shall be made to the service provider who shall account to CCCD for the total cost of the trip as well as the faculty's salary.

Policy Implementation

1. **Adoption of Revisions to the District Smoking Policy, 050-1-15**

It was moved by Mr. Patterson and seconded by Mr. Ruiz to adopt the revised District Smoking Policy, No. 050-1-15 to restore language that was inadvertently omitted during the revision process in January 2005 and add new language to provide each District site to propose regulations more stringent if deemed appropriate, as presented in the September 20, 2006 Agenda.

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

2. **Adoption of Personnel Policies Relating to Management Employees**

It was moved by Mr. Ruiz and seconded by Mr. Brown to adopt the revised personnel policies relating to management employees, as presented in the September 20, 2006 Agenda.

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

3. **Adoption of Personnel Policy Relating to Acceptance of Written Resignation from Certificated and Classified Personnel and Date of Resignation**

It was moved by Mr. Ruiz and seconded by Mr. Patterson to adopt the revised Personnel Policy #050-1-1.5 relating to acceptance of written resignation from certificated and classified personnel and date of resignation, as presented in the September 20, 2006 Agenda. The Board further authorized the Chancellor or designee be authorized to accept resignations.

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

Resolutions

1. Adoption of Resolution Requesting Proposals To Enter Into a Ground Lease at Golden West College For the Construction, Operation and Exclusive Use of a Child Care Facility And for the Construction and Shared Use of a Gymnasium

It was moved by Mr. Patterson and seconded by Mr. Ruiz to adopt the Resolution requesting proposals to enter into a ground lease at GWC for the construction, operation and exclusive use of a child care facility and for the construction and shared use of a gymnasium, as presented in the September 20, 2006 Agenda.

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

Adjournment

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

The meeting was adjourned at 7:48 p.m.

Secretary of the Board