

Regular Meeting
Board of Trustees
Coast Community College District

District Board Room – 6:30 p.m.

May 2, 2007

MINUTES

A Regular Meeting of the Board of Trustees of the Coast Community College District was held on May 2, 2007, in the Board Room at the District Office.

1. Call to Order

Board President Jerry Patterson called the meeting to order at 6:33 p.m., in honor of Trustee Walt Howald's new grandson, William Grant, who was born today.

2. Pledge of Allegiance

Student Trustee Jeri Elder led the Pledge of Allegiance to the Flag of the United States of America.

3. Roll Call

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

Trustees Absent: Walt Howald

Others in attendance were: Staff – K. Yglesias, C. Brahmhatt, J. Quarles, C. Babler, D. Benoit, W. Bryan, J. Craig, D. Currie, L. Dahnke, B. Dees, S. Dumont, B. Fey, J. Houlihan, N. Jones, D. Mancina, C. Marchbank, V. Meneses, L. Miller, G. Monahan, M. Nish, Pagel, M. Parham, C. Pezzaniti, C. Rymas, G. Stromlund, C. Teeter, H. Thomas, Students – J. Ball, B. Bockery, B. Shelly, C. Svir.

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 Mr. Ruiz, and seconded by Mr. Moreno that the Agenda, as amended, be adopted. Motion carried with the following vote: Aye – Ms. Hornbuckle, Mr. Moreno, Mr. Ruiz, and President Patterson.

Acceptance of Retirements

The Board expressed appreciation and congratulations to the following retiree with 10 or more years of service to the District:

Classified

Higgins, Melanie L., OCC, Human Resources Specialist, Classified Unit, retirement effective 06/30/07.

It was moved by Mr. Ruiz and seconded by Mr. Moreno that this retirement be accepted. Motion carried with the following vote: Aye – Ms. Hornbuckle, 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 May 2007 through December 2007.

2. Reports from the Officers of Student Government Organizations

Brandon Shelly, President, Associated Students of Golden West College (ASGWC), reported that ASGWC held the Student Council elections and that all positions were filled except for the Activities Commissioner and Finance Commissioner. ■ He mentioned two successful events that took place at GWC – Diversity Week and a Peace Conference. ■ Mr. Shelly announced that he attended the Student Senate of California Community Colleges General Spring Assembly, where he was able to vote on many constitutional amendments and resolutions. ■ He stated that the ASGWC Budget was finalized, and that the Finance Commission will meet May 3 to discuss the Student Loan Program. ■ Mr. Shelly further added that he drafted a proposal for a textbook rental program, and that students are excited as the semester winds down.

Chelsea Svir, Coastline's Student Advisory Council (SAC) Representative, reported that SAC held the 2007-2008 officer elections and announced the newly elected officers – Chelsea Svir, President; Penny Mains, Vice President; and Leo Vo, Treasurer. ■ She stated that she attended the Statewide Student Senate Spring General Assembly, and looks forward to the Fall General Assembly. ■ Ms. Svir mentioned that SAC attended Coastline's Anniversary Visionary of the Year Awards Gala.

3. Reports from the Academic Senate Presidents

Orange Coast College (OCC) Academic Senate President Georgie Monahan reported that the Lake Arrowhead Planning Retreat was a success. ■ She shared that the Outcomes and Assessment Council will pilot an assessment on sample courses during summer and fall. ■ Ms. Monahan shared that the Senate's final meeting will be a send-off to Leslie Danziger, who is retiring.

Golden West College (GWC) Academic Senate President Stephanie Dumont mentioned that she, along with the other Academic Senate Presidents, missed the Service Awards event on April 18 due to attendance at the Senate Plenary Session in San Francisco. ■ She reported on the Basic Skills Initiative (BSI) training that she attended, outlining the three phases of the project, including research, training and implementation. Ms. Dumont further discussed the Basic Skills Initiative which calls for systemic changes to the way the colleges have supported, or not supported, basic skills in the past, and urged each Board member and the Chancellor to inform themselves on the Initiative and lend their support.

Coastline Community College (CCC) Academic Senate President Nancy Jones reported on her attendance at the Senate Plenary Session, sharing that two hot topics of discussion included basic skills, and changes to Title V. ■ She shared that she participated in a roundtable session coordinated by State Chancellor Drummond on April 24. The meeting included college presidents and academic senate presidents from the nine local community colleges, and several companies that have been involved in bond projects. ■ Ms. Jones reported that Coastline would be traveling to San Francisco for a Career Pathways meeting May 4. ■ Ms. Jones commented on the success of Coastline's Visionary of the Year Awards Gala and 30th anniversary celebration. ■ She then announced the election results for Academic Senate Officers for 2007-2008, reporting that Cheryl Stewart was elected as President, Ailene Nguyen as Vice President, Ann Holiday as Treasurer, Marilyn Fry as Recording Secretary, and Ken Leighton as Corresponding Secretary. Ms. Jones further noted that Bob Covert was appointed as Parliamentarian. ■ She shared that Coastline is hosting the regional meeting for basic skills on September 21.

4. Reports from Employee Representative Groups

Dean Mancina, President, Coast Federation of Educators (CFE), announced the results of the election for 2007-2008 and 2008-2009 CFE officers, sharing that he was re-elected as President, with Gregg Carr as Treasurer and Ann Holiday as Secretary. He further announced that Patricia Arfston (OCC), Bob Covert (OCC), Eduardo Arismendi-Pardi (OCC), Darryl Isaac (OCC), Rodney Foster (OCC), Marcella Norling (OCC), Nadine Davis (GWC), Stephanie Dumont (GWC), Chris Hamilton (GWC), Cheryl Stewart (CCC), and Margaret Hickey (CCC) were elected Vice Presidents.

Barbara Price, President, California Teachers Association (CTA) reported on the Community College Association (CCA) spring conference, sharing that Sean Glumace, GWC faculty member, was selected for the WHO ("We Honor Ours") award. ■ She reported that she participated on the evaluation for California Commission on Teacher Credentialing at California State University Long Beach (CSULB). Dr. Price invited the Board to Coastline's end of year social on June 2 at the Costa Mesa Country Club. ■ In closing, she announced that she was awarded a grant from the National Education Association, which pays her salary for the next three years.

Hilary Thomas, President, Coast Federation of Classified Employees (CFCE) announced that Ann Nicholson was elected as the 2007-2008 CFCE President. She further reported that Jim Mitchell (CCC), Connie Marten (GWC), and Jennifer Odell (OCC) were elected as CFCE Vice Presidents.

5. Reports from the Presidents

GWC President Wes Bryan distributed the latest publication of *SPLASH*, an outreach brochure targeted to high school juniors and seniors, noting that this brochure will also be distributed at a booth during the volleyball exhibition in Huntington Beach. ■ He reported that the pool is almost complete, with plans for Rita Simington, champion swimmer, to be the first to swim in it. ■ Mr. Bryan commended students for their coordination of the Peace Conference at GWC, noting that two new classes have been developed, leading towards a certificate in peace studies.

CCC President Ding-Jo Currie congratulated Chelsea Svir and Cheryl Stewart on their new appointments, and Dean Mancina on his re-election. She then thanked Hilary Thomas for her service as CFCE President, and Nancy Jones for her service as CCC Academic Senate President, adding that she has enjoyed working with them. ■ Dr. Currie thanked Trustee Hornbuckle and Chancellor Yglesias for attending Coastline's Visionary of the Year Awards Gala, noting that over 600 people attended. ■ She thanked Trustee Armando Ruiz and his wife, Cathy, for raising funds for SAC through a jewelry fundraiser. ■ Dr. Currie reported that Coastline is hosting an international meeting in Beijing with a group of advisors from across the country relating to the e-language learning project. ■ She invited the Board to the Banking for College Event at 12:00 noon on May 18 at the Westminster Rose Center.

OCC President Bob Dees thanked the Board for attending the Transition Ceremony, commenting that the 2006-2007 ASOCC Board is a wonderful group of students. ■ He reported that over 600 students and staff participated in a campus-wide congregation in response to the tragedy at Virginia Tech. He further stated that hundreds of students signed messages on butcher paper to go to Virginia Tech students. ■ Mr. Dees announced that the planning conference in Lake Arrowhead was a huge success. ■ In closing, he stated that OCC is in the process of hiring new faculty to begin fall 2007.

6. Report from the Chancellor

Chancellor Yglesias reported that he enjoyed the Transition Ceremony at OCC, and commented on OCC Student Trustee Jason Ball's speaking ability, expressing that Mr. Ball did a wonderful job articulating his views. ■ He then commented on Ms. Dumont's report regarding the Basic Skills Initiative, stating that chief executive officers met with Chancellor Mark Drummond and representatives from the Accrediting Commission on this issue. Dr. Yglesias further stated that the RP Group (Research and Planning Group for California Community Colleges) compiled good quality data relating to basic skills and that he believes there is universal support of the issue. He then commended the Academic Senates for supporting the basic skills issue. ■ Dr. Yglesias mentioned Ms. Jones' comments regarding the roundtable session, which he referred to as the *Chancellor's Circle*, sharing that this meeting provides an opportunity for businesses that have been supporting the community college system to interact with college administrators.

7. Reports from the Board of Trustees

Trustee Jim Moreno reported that he attended the GWC Criminal Justice Academy Graduation, sharing that it was an honor to observe the graduates and listen to the challenges they faced to complete the program.

Trustee Mary Hornbuckle reported that she enjoyed Coastline's Scholarship Night at the Community Center in Costa Mesa, and the Visionary Awards Gala. ■ She congratulated OCC on a recent newspaper article acknowledging OCC's Speech and Debate Team for taking top honors in the National Community College Speech and Debate Tournament in Houston, TX. ■ Ms. Hornbuckle further commented on an article she had read regarding the Newport Beach Film Festival, that mentioned films produced by students. ■ She then inquired whether anyone had heard from former Trustee George Brown, sharing that she has been wondering how he is doing. ■ Chancellor Yglesias reported that he had spoken to Mr. Brown recently and he is doing well.

Student Trustee Jeri Elder reported that she attended the Coastline Scholarship Awards Ceremony and Visionary of the Year Awards Gala, both of which she thoroughly enjoyed. ■ She reported that District Student Council is winding down, and going forward with the screening process for the 2007-2008 Student Trustee. ■ She commented on a positive article in the Daily Pilot regarding Coastline's Early College High School.

Trustee Armando Ruiz mentioned Coastline's Scholarship Night, and commended the Foundation for their fundraising efforts and the student government for the large number of scholarships awarded.

Board President Jerry Patterson discussed requests that he has made in the past, including an annual report on travel expenses, indicating those employees whose travel expenses exceed \$10,000 in one year, as well as an update on the technical issue regarding pay for counselors and librarians. ■ He shared that it was a pleasure to be at OCC for the Transition Ceremony, and commented on the strength of the 2006-2007 student government. ■ Mr. Patterson requested that Jason Ball's speech from the Transition Ceremony be attached to the May 2, 2007 Minutes. ■ He noted that he is looking forward to participating in similar upcoming events at Coastline and GWC.

8. Review of Buildings and Ground Reports

The Board reviewed the Buildings and Grounds Reports as listed in the May 2, 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 Career Technical Education Informative Session

Chancellor Ken Yglesias reported on progress since the March 2, 2007 meeting with California Community Colleges State Vice Chancellor José Millan. He commented that, through contacts with the State Chancellor's Office and Trustee Howald's affiliation with the California Construction Education and Research Foundation (CCERF), the District has become aware of \$10,000 in regional funds available to community colleges to support a construction technology training program.

Dr. Yglesias then introduced Doug Benoit, Dean of Technology at OCC, and David Rodriguez, Lead Faculty Member of the Construction Technology Department.

Doug Benoit reported that as an offshoot from the March 2, 2007 meeting, another Career Technical Education meeting is scheduled for May 11, to include key personnel from the District, the Board of Trustees, and OCC, as well as representatives from the Associated Building Contractors Group; the Southern California American Federation of Labor and Congress of Industrial Organizations (AFL-CIO), and CCERF. He noted that the group will be researching potential grants, and opportunities to partner with other local secondary schools and construction groups. Dr. Benoit expressed his appreciation to the District, the Board of Trustees and OCC administrators, faculty and staff for their support.

Dr. Yglesias responded to inquiry from Trustee Patterson regarding two potential grants mentioned by Mr. Millan at the March 2 Career Technical Education meeting, commenting that the committee was not able to meet the deadline. He further shared that the committee is working on the next round, commenting that the District's approach is to develop a boiler plate with support from the Dean and faculty before writing the grant. Dr. Yglesias discussed the issue of not having a grant writer at the District.

Trustee Moreno expressed appreciation to Chancellor Yglesias and fellow Trustees for putting together the task force to look at important trends in vocational education.

Trustee Patterson suggested that Christian Teeter work with Trustees to ensure that two Trustees participate in the next Career Technical Education meeting on May 11.

11. Opportunity for Board of Trustees' Discussion of the Chancellor's Evaluation Process

Trustee Patterson discussed the Chancellor's evaluation process and suggested that the Board waive the June 1 deadline for the Chancellor's evaluation.

It was moved by Mr. Moreno and seconded by Ms. Hornbuckle that Christian Teeter coordinate with the Trustees and the Chancellor to schedule a special meeting for the Chancellor's evaluation.

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

12. Discussion/Presentation on District Text/Email Messaging Capabilities

Vice Chancellor Brahmhatt shared that with the recent tragic events in Blacksburg, VA, college campuses across the United States are reviewing methodologies to improve communications to students in case of an emergency or campus disaster. He shared that the Coast District is ahead of many colleges in California, with a disaster preparedness plan in place at all three colleges.

Mr. Brahmhatt discussed the challenge of notifying students and staff of an emergency situation, and shared that the Coast District is participating in a coordinated effort with community colleges throughout California to address the issue. He further noted that he is working with the three campuses in looking at various options, including instantaneous mass email capability of the new student software, wireless communication, and security cameras for increased security.

Student Trustee Elder suggested that the network administrator send pop-up messages to all computers in the District, and post notices on each of the college websites immediately in an emergency.

Trustee Moreno thanked Vice Chancellor Brahmbhatt for working on this issue.

13. Review of Proposed Policy 040-3-3, Revolving Cash Fund

The Board reviewed the revision of Policy #040-3-3, *Revolving Cash Fund*, as presented in the May 2, 2007 Agenda. This item will be forwarded to the May 16, 2007 Agenda for adoption.

14. Review of Proposed District Policy, Search and Selection of the Coast Community College District Executive Management Employees, 050-1-17-1

The Board reviewed the proposed Policy #050-1-17-1, *Search and Selection of the Coast Community College District Executive Management Employees*, as presented in the May 2, 2007 Agenda.

Trustees expressed differing opinions regarding the proposed policy and whether it provides enough detail. Trustee Ruiz expressed the sentiment that the detailed procedures are provided to the committee at the first meeting, and that it is not necessary to be included in the Board Policy.

■ Questions were raised regarding committee selection and Brown Act applications, with consideration of confidentiality issues, and Trustee Patterson suggested that the Board request legal opinions when there is a question. ■ Trustees shared differing opinions regarding who prepares and reviews the job description, who selects the community members on the committee, and what the Board's role is in the process, and inquired regarding the timeline of the process.

Student Trustee Elder shared that in her current experience of serving on the screening committee for the Associate Vice Chancellor position, she has not been involved in creating the job description.

Speaking to the Topic:

Dean Mancina commented that faculty regularly serve in leadership positions in the District, such as search committees. ■ He then referred to a document from the October 19, 2005 workshop discussion, including samples of hiring policies from other community college districts. Mr. Mancina noted that hiring policies at the other districts are more in depth, and include procedures such as the recruitment process, the application process, screening committee orientation employment tests, recommendations, and reference checking. ■ He expressed concern regarding comments he has heard from faculty stating that they don't want to serve on hiring committees because in their experience, procedures haven't been followed and they feel that their input was not respected. Mr. Mancina noted that in his experiences serving on hiring committees, the job descriptions were developed before the committees were formed. He further expressed the opinion that, although it would be more time consuming to have the search committee develop the job description, it would be more effective.

Vice Chancellor of Human Resources Joe Quarles, and Chancellor Yglesias explained the current hiring process, including the use of templates to create job descriptions. They discussed the challenge of moving quickly to replace vacant positions, and noted that key constituents review the job descriptions before they are posted. Dr. Quarles noted that committee members are provided with a

timeline at the beginning of the process, and noted that the job description is sometimes developed simultaneously with the formation of the committee.

Trustee Hornbuckle requested that a copy of the materials that are provided to hiring committees be sent to the Trustees.

Trustee Patterson expressed the desire for three alternative recommendations of the proposed policy, and suggested consulting with legal counsel.

Trustee Moreno requested a written timeline such as is provided to committee members, so that everyone can understand the time constraints involved.

Trustees requested that the proposed policy return to the Agenda for further discussion at the July 18 Board Meeting.

Recess

President Patterson requested a short recess at 8:50 p.m.

Reconvene

The Board reconvened to the Regular Meeting at 8:55 p.m.

Consent Calendar

Georgie Monahan requested that Item 5a, *Community Services Activities – Golden West College*, be removed from the remainder of the Consent Calendar for separate discussion and vote. It was moved by Mr. Ruiz and seconded by Ms. Hornbuckle that the amended Consent Calendar, excluding Item 5a, as listed above, be approved. Motion carried with the following vote: Aye – Ms. Hornbuckle, Mr. Moreno, Mr. Ruiz, and President Patterson. (Note: All background reports were included with the May 2, 2007 Agenda and are available on request.)

1. Travel Authorization

b. Authorization for the Attendance at Meetings and/or Conferences - Board and Staff Members

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

b. Authorization for Student Trips

Authorization was given for the following student trips:

Erin Crowley, Instructor in Special Programs and Services for the Disabled, (CCC) and four instructional aides to accompany approximately 20 students from the DD SPED438 class to

Arcadia High School in Arcadia, CA to participate in a Special Olympics basketball event on Saturday, May 12, 2007. The students will travel by District transportation to and from the event.

Beverly Carlson, Instructor/Emeritus (CCC) to accompany approximately 57 students (Ticket Numbers 9923, 8147) to Gingers in Upland, CA; Fabric Patch in Montclair, CA; Calico House in Placentia, CA; and Leah's in Orange, CA, May 8, 2007. Students will use District transportation.

William Diaz-Brown, Instructor/History, Banking for College (CCC) to accompany approximately 10 students (Ticket Number 8261) to the Museum of Latin American Art in Long Beach, CA, May 10, 2007. Students will use District transportation.

June Briggs, Instructor/Social Science, Emeritus (CCC) to accompany approximately 35 students (Ticket Number 8546) to the Museum of Making Music in Carlsbad, CA, May 16, 2007. Students will use District transportation.

Michelle Sambrano, Sima Patel, and Chip Marchbank, Advisors, EOPS/CARE Club (GWC) and up to 25 students and children to attend a Year End Disneyland Trip, Anaheim, CA, June 1, 2007.

Orange Coast College Associated Students to attend the UCSB Sustainability Conference in Santa Barbara, CA from June 24-26, 2007. Expenses NTE \$5,000 to be paid from ASOCC funds.

Orange Coast College School of Allied Health Professions Dental Assisting Program students to attend the California Dental Assistants Association Student Recognition on May 4, 2007, at the Anaheim Convention Center, Anaheim, CA.

Orange Coast College students to participate in a geology observation in the Dana Point Harbor, Dana Point, CA on May 9, 2007. Transportation by bus.

2. General Items

a. Authorization for Special Projects

Authorization was given for the following special projects:

Coastline Community College

Coastline Community College, in coordination with the non-profit Vietnam Human Rights Network, to co-sponsor a Vietnam Human Rights Day's Forum on May 12, 2007, from 1:00 – 5:00 p.m. at Coastline's Le-Jao Center, for approximately 200 people including officials from the Department of Labor, to celebrate the Vietnam Human Rights Day.

Coastline Community College, in coordination with the non-profit Orange County Asian Pacific Islander group, to co-sponsor an Orange County Asian & Pacific Islander Heritage Celebration Day on May 10, 2007, from 2:00 – 10:00 p.m. at Coastline's Le-Jao Center, for approximately 200 people from the community to recognize Asian Pacific Islanders in education.

Coastline Community College Foundation to host a meeting for the E-Language Learning Expert Working Group (EWG), April 16-18, 2007, 7:30 a.m.-5:30 p.m., held at the Wyndham Orange County Hotel in Costa Mesa, CA.

Coastline Community College/Orange County One-Stop Center will host a Department of Rehabilitation (DOR) Meeting, June 26, 2007, 8:00 a.m. - 5:00 p.m. at the Garden Grove Center in Garden Grove, CA.

Coastline Community College Computer Services Technology Department to participate in a Computer Fair on April 28-29, 2007, from 9 a.m. – 5 p.m. at the Pomona Fair Grounds in Pomona, CA.

Coastline Community College Foundation to host meetings for the E-Language Learning Expert Working Group (EWG) and Technical Working Group (TWG) during the period of May 3, 2007 – June 30, 2007. Meeting dates to be determined.

Coastline Community College and the Psi Beta Honor Society to host a Career-in-Psychology Panel Discussion on Saturday, April 21, 2007, from 10 a.m. to 12 noon at the Garden Grove Center.

Coastline Community College to host a High School Adult Education, Community College Articulation Workshop, April 27, 2007, at the College Center.

Coastline Community College to host a Faculty Meeting, May 8, 2007, at the Garden Grove Center.

Golden West College

Golden West College to celebrate Global Solidarity Month, April and May 2007, to provide awareness of world issues. Revision to previous Board action of 4/4/07 to include the month of May for activities.

Golden West College to hold two Regional Health Occupations Resource Center (RHORC) off campus advisory committee meetings at Riverside EDA-Culinary Academy, May 22 and at OCC, May 31, 2007.

Orange Coast College

Orange Coast College Vietnamese Student Association to hold a dinner dance fundraising event for scholarships to support OCC Vietnamese students on June 8, 2007, at the Emerald Bay restaurant in Santa Ana, CA.

Orange Coast College Vietnamese Student Association to sponsor the 19th Viet Olympiad Tournament to promote students to excel in academic performance, serving community through teamwork, improving Vietnamese language skills, and learning valuable cultural heritage. Events will be held June 24, July 8, and July 15, 2007, on the OCC campus.

Orange Coast College Vietnamese Student Association to sponsor a conference for Vietnamese language teachers on July 27-30, 2007, on the OCC campus.

Orange Coast College Repertory to present an evening of short original works called "Project Night" on May 26, 2007, in the OCC Studio Theater.

Orange Coast College Re-Entry Center to host a year-end celebration for Re-Entry students, faculty, and staff on May 3, 2007, in the OCC Faculty House.

Orange Coast College CalWORKs program to host the California Community Colleges CalWORKs Association Southern California Staff Development Conference on June 22, 2007.

Orange Coast College Honors Program to host an Honors Program Recognition Reception on May 11, 2007, in the OCC Captain's Table.

Orange Coast College Orange Coast Review to host a publication gala on May 3, 2007, in the OCC Arts Pavilion.

Orange Coast College Counseling Division to host a luncheon on May 16, 2007, to honor student assistants and to celebrate their graduation and transfer.

Orange Coast College Extended Opportunity Programs and Services and Cooperative Agencies Resources for Education (EOPS and CARE) to host 75 EOPS/CARE students and two staff to attend the Vietnamese Student Association Cultural Awareness event on June 8, 2007, at the Emerald Bay Restaurant, Santa Ana, CA.

Orange Coast College to co-sponsor a Kiwanis Key Club event in the OCC Science Hall and Social Science classrooms on June 23, 2007.

Orange Coast College Associated Students to host a transition/inauguration event for the newly-elected student government officers in May, 2007.

Orange Coast College Foundation and Staff Development to host the annual Faculty/Staff Breakfast on May 23, 2007.

Orange Coast College Physical Education & Athletics Division to co-sponsor with the Southern California Tennis Association the 1st Serve Tennis Tournament on the OCC tennis courts on September 8 and September 15, 2007.

Orange Coast College Library to host a photography exhibition of work by OCC student Courtenay Nearburg on May 5-22, 2007, with an opening reception planned for May 5, 2007.

Orange Coast College Honors Program to send one staff member to an awards reception recognizing student Jason Witenberg's winning artwork selected for publication in the annual Western Regional Honors Council journal, *Scribendi*, April 13, 2007, at the Anaheim Sheraton Hotel, Anaheim, CA.

Orange Coast College Special Programs and Services to host a Staff Development Team Building Workshop on May 16, 2007, at Boomers, Irvine, CA.

Orange Coast College Maintenance & Operations Department to host Honeywell Training for EBI System (Enterprise Building Integrator). Honeywell to provide on-site training on May 1-2, 2007, at the OCC M&O building.

Orange Coast College President's Office to host a Classified Appreciation Luncheon on May 4, 2007, on the OCC campus.

Orange Coast College Photography Department to host a high school senior night on May 18, 2007, in the OCC Art Center.

Orange Coast College Photography Department to sponsor world-renowned photographer Michael Grello who will speak on campus on May 11, 2007, in Fine Arts 119. In conjunction with this, Canon USA representatives will provide an equipment demonstration in Art Center 208. Revision to Previous Board Action of 4/4/07 to change name of speaker.

Orange Coast College Technology Department to co-sponsor the Orange County Ninety-Nines, Inc. to conduct a safety/training seminar in the OCC Aviation room on May 5, 2007.

Orange Coast College MU Alpha Theta Club to host a Math Dinner on May 10, 2007, in the OCC Captain's Table. Participants to include students, faculty, and invited guests.

Orange Coast College Academic Senate to host a faculty recognition event for Lesley Danziger on May 15, 2007, in the OCC Horticulture garden.

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.

Golden West College Theater Arts Department has applied to The Robert and Doreen Marshall Fund for Dramatic Arts and Classical Music for funding for a new program titled "**First Look**" to provide 900 Orange County high school theater arts students and their instructors from 25-30 area high schools with free tickets to attend performances of Golden West College Theater Arts Department productions. Each academic year through this funding, high school theater arts students from 30 area high schools would be invited to attend a performance of three fully staged and produced Golden West College Theater Arts Department productions – a Fall play, a Winter play, and a Spring musical.

Fiscal Impact: Golden West College will receive \$7,500 between September 1, 2007 to and including May 31, 2008. There are no matching funds required.

c. 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.

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 (copies of telecourse agreements are on file in the Board Office):

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. 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

St Joseph Home Health Agency	Nonstandard Affiliation Agreement
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ORANGE COAST COLLEGE

NEW

Whitaker Wellness Medical Clinic, Inc. Newport Beach, CA	Standard Clinical Affiliation Agreement
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Cardiology Specialists of Orange County Santa Ana, CA	Standard Clinical Affiliation Agreement
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St. Luke's Regional Medical Center Boise, ID	Non-Standard Affiliation Agreement
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Palomar Pomerado Health San Diego, CA	Non-Standard Affiliation Agreement
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New Orange Hills Orange, CA	Standard Clinical Affiliation Agreement
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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.

f. Authorization for Purchase of Institutional Memberships

Authorization was given for the following renewals of institutional memberships:

District

Association of Community College Trustees (ACCT) – July 1, 2007 – June 30, 2008 - \$4,445.00

American Council on Education (ACE) – October 1, 2007 – September 30, 2008 - \$1,308.00

League for Innovation in the Community College (League Membership) – July 1, 2007 – June 30, 2008 - \$750.00

National Institute for State and Organizational Development (NISOD) – July 1, 2007 – June 30, 2008 - \$975.00

Orange County Business Council (OCBC) – July 1, 2007 – June 30, 2008 - \$5,000.00

Coastline Community College

Fountain Valley Chamber of Commerce – June 1, 2007 – May 31, 2008 - \$240

Orange Coast College

The Association for Business Communication – 2007-2008 - \$60.00

3. Personnel Items

The Board authorized special assignments; accepted resignations and/or approval of 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; appointed special category, hourly staff; authorized professional experts; authorized independent contractors; authorized staff development; and authorized management professional development.

4. Curriculum Approval

Authorization was given for approval of new programs, new programs/option(s), course revisions, program/option revision(s), course retirements, program/option retirement(s), programs/option suspension(s), and course reinstatement(s). (A copy of the curriculum report is on file with the May 2, 2007 Agenda and is available on request.)

5. Special Programs And Activities

a. Community Services Activities – Golden West College

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. 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 May 3, 2007 – June 30, 2008. Payment to the presenter

will be based on a negotiated fixed rate (F) or percentage of income based on course enrollment (P).

c. Sailing Program – Orange Coast College

Authorization was given for non-credit classes offered by the Marine Programs Office during the period of May 3, 2007 – June 30, 2008. The presenters will be paid at a fixed rate or percentage of income based on actual enrollment. (P)=percentage and (F) =flat rate.

6. Financial Approvals

a. Approval of Purchase Orders

The Board approved purchase orders listed in the amount of \$9,673,814.04. (A copy of the report is on file with the May 2, 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 \$1,431,806.83. (A copy of the report is on file with the May 2, 2007 Agenda and is available on request.)

The Board ratified/approved the warrants for the General Obligation Bond Fund in the amount of \$394,757.31. (A copy of the report is on file with the May 2, 2007 Agenda, and is available on request.)

c. Authorization for Special Payments

Authorization was given for the following special payments:

Payment NTE \$4,500 to cover reasonable and allowable travel expenses, including airfare, lodging, and taxes incurred by finalists (names to be determined) invited for a second interview for full-time faculty, staff, and management positions.

Payment of \$770 payable to American Dental Association for the 2007-2008 annual accreditation fees.

Payment of \$1,400 for the 2007 annual accreditation post secondary annual fee payable to the American Culinary Federation, Inc.

Item Removed from Consent Calendar:

5. Special Programs And Activities

a. Community Services Activities – Golden West College

Speaking to the topic:

Georgie Monahan addressed the Board regarding a previous request for the District to develop a process for ensuring that non-credit courses are not offered that compete with credit courses at the colleges.

Trustee Hornbuckle agreed with Ms. Monahan that the District needs to move forward to develop a process for preventing the offering of non-credit courses that compete with credit courses in our District.

GWC President Wes Bryan shared that when this issue was raised ten years ago, provisions were set to differentiate the non-credit courses offered through Community Services Department from the college-level credit-courses offered at the colleges. He noted that these courses serve a different population and are fee-based.

Student Trustee Jeri Elder shared that from her experience, these classes are very different from the college-level courses offered at the colleges, and from her perspective as a student, she doesn't feel that these types of courses are competing with the credit classes.

Trustee Ruiz requested that the Academic Senate Presidents work with the Instructional Deans to develop a process that is in place before the Board is asked to approve courses for summer 2008.

It was moved by Mr. Moreno and seconded by Ms. Hornbuckle that authorization be given for non-ADA generating Community Services activities, seminars, workshops, lecture series and/or cultural events throughout summer 2007, fall 2007, and spring 2008, as listed in the May 2, 2007 Agenda, with the agreement that a process be developed to ensure that future offerings of non-credit courses do not compete with credit courses at the colleges. Further authorization was given to apply to the State Chancellor's Office for non-credit course approvals where appropriate, and for the Chancellor or Vice Chancellor of Administrative Services to sign any applicable agreements.

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

ACTION ITEMS

Agreements

1. Authorization to Approve an Amended Agreement with Wadsworth/Thomson Publishing and Coast Community College District (Coastline Community College) to Publish the Tenth Edition of the Telecourse Student Guide for Faces of Culture

It was moved by Mr. Ruiz and seconded by Ms. Hornbuckle that authorization be given to approve the amended agreement between Wadsworth/Thomson Publishing and Coast Community College District (Coastline Community College), to publish the Tenth Edition of the Telecourse Student

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

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

Fiscal Impact: No direct cost to the District. Coastline will receive a \$6,000 grant.

2. Authorization to Enter into an Amended Standard Agreement Between the XAP Corporation and Coast Community College District (Golden West College) to Participate in an Online Electronic Admission Application System in the Financial Aid Office

It was moved by Ms. Hornbuckle and seconded by Mr. Ruiz that authorization be given to enter into an amended standard agreement, previously approved at Orange Coast College, with XAP Corporation and Coast Community College District (Golden West College) to participate in an online Financial Aid electronic admission application system. The agreement is effective 3/12/07 – 6/30/07 and may be extended upon mutual agreement.

The Board further authorized the Chancellor or Vice Chancellor of Administrative Services to execute the Agreement and any related documents.

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

Fiscal Impact: The College shall pay to XAP an annual amount of \$2,000 for the availability of the BOG Fee Waiver Application as part of the operation and maintenance of the System.

3. Authorization to Enter Into a Non-Standard Student Field Placement Agreement Between Coast Community College District (Orange Coast College) and the University of California, Los Angeles (UCLA)

It was moved by Mr. Ruiz and seconded by Ms. Hornbuckle that authorization be given to enter into a Student Field Placement agreement between Coast Community College District (Orange Coast College) and the University of California, Los Angeles (UCLA) for the field placement of a UCLA student as a librarian intern for spring 2007.

The Board further authorized the Chancellor or Vice Chancellor of Administrative Services to execute the Agreement and any related documents.

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

Fiscal Impact: None

4. Approval of Extension of Amendment to the Master Agreement of the Coastline Community College Foundation, Golden West College Foundation and Orange Coast College Foundation

It was moved by Mr. Ruiz and seconded by Ms. Hornbuckle that the extension of amendments to the master agreements between the District and the Coastline Community College Foundation, Golden West College Foundation, and Orange Coast College Foundation be approved for the period July 1, 2007 to June 30, 2012.

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

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

Fiscal Impact: None

5. Authorization to Enter into an Agreement with Milliman Consultants and Actuaries to Provide an Actuarial Attestation in Order for the Coast Community College District to Receive the Medicare Part D Employer Subsidy from the Centers for Medicare and Medicaid Services (CMS)

It was moved by Mr. Ruiz and seconded by Ms. Hornbuckle that authorization be given to enter into an agreement with Milliman Consultants and Actuaries to provide an actuarial attestation that the Coast Community College District provides creditable coverage and qualifies for the plan sponsor subsidy available under Medicare Part D.

The Board further authorized the Chancellor or Vice Chancellor of Human Resources to sign the Agreement.

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

Fiscal Impact: \$4,000

6. Authorization to Enter into an Amended Agreement for Contract Services between International Business Machines Corporation (IBM) and the Coast Community College District (Coastline Community College) (Reference IBM Master Agreement #4904FP0180) to Provide Military Contract Education and Services to U.S. Soldiers enrolled in the eArmyU Program

It was moved by Mr. Ruiz and seconded by Ms. Hornbuckle that authorization be given for the Coast Community College District (Coastline Community College) to enter into an Amended Agreement with IBM, a New York corporation, to extend the term of the agreement to December 31, 2007. All pricing and terms and conditions shall remain unchanged.

The Board further authorized the Chancellor or Vice Chancellor of Administrative Services to sign this Amendment. (Previously Board Approved 1/17/07)

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

Fiscal Impact: No fiscal impact as a result of Amendment.

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

1. Authorization to Employ P2S Engineering; Orange Coast College Mechanical and Controls Upgrade to Information Technology

It was moved by Mr. Ruiz and seconded by Ms. Hornbuckle that authorization be given to employ P2S Engineering for engineering services for the Orange Coast College Mechanical and Controls Upgrade to Information Technology.

The scope of service is to include the following tasks:

Engineering Services	\$17,000
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Services to include development of construction documents, construction cost estimate, structural analysis and construction documents for re-routing chilled and hot water piping, controls and specifications for upgrading existing controls system to interface with new EBI system, and submittal to DSA.

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

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

Fiscal Impact: \$17,000 (General Obligation Bond Fund/Measure C)
Master Plan Approved Project
OCC Upgrade Information Technology

2. Authorization to Employ Nadel Architects; Coastline Community College Early College High School

It was moved by Mr. Ruiz and seconded by Ms. Hornbuckle that authorization be given to employ Nadel Architects for architectural and engineering services for the Coastline Community College Early College High School.

The scope of service is to include the following tasks:

- | | |
|--|----------|
| 1. Relocation of seven modular buildings for the Early College High School | \$43,925 |
| 2. Reimbursable Expenses | \$ 5,000 |

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

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

Fiscal Impact: \$48,925 (Coastline Funds)
Master Plan Approved Project
CCC Early College High School

General Items of Business

1. Authorization to Purchase Office Furniture from Tangram Interiors for Coastline Community College Garden Grove Center using the United States Community Contract Master Purchase Agreement

It was moved by Mr. Ruiz and seconded by Ms. Hornbuckle to authorize a purchase order for the purchase of furniture from Tangram Interiors for the Chemistry Laboratory at the Garden Grove Center.

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

Fiscal Impact: \$94,000 (Career Technical Education Equipment Grant)

2. Authorization to Increase Parking Permit Fee at Golden West College and Orange Coast College

It was moved by Mr. Ruiz and seconded by Ms. Hornbuckle that authorization be given for the following parking permit fee changes effective fall 2007:

Fall/Spring permit fee increase from \$20.00 to \$30.00 per semester
Summer permit fee increase from \$10.00 to \$15.00

Vice Chancellor Brahmhatt responded to inquiry from Trustee Moreno regarding the fee increase, noting that the parking fees have not increased in 15 years and that the District is currently funding \$180,000 per year from the general fund for parking services.

Trustee Moreno expressed concern regarding the economic impact this increase will have on students.

Student Trustee Elder commented that maybe the student governments could look into options, such as parking fee scholarships for students.

Vice President Janet Houlihan reported overall support from the Student Activities Office on campus, and commented on results from a survey of students that indicated concern regarding security on campus. She noted that with no fee increase for the past 15 years and increases in salaries, the District has had to cut back on the number of officers on campus, and that this parking fee increase will address that issue.

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

Fiscal Impact: \$570,000 annual increase for the restricted use of parking and public safety expenses.

3. Authorization to Purchase Sixty-One (61) Dell Laptop Computers for Golden West College Criminal Justice Training Center using the Western States Contracting Alliance (WSCA) Master Price Agreement

It was moved by Mr. Ruiz and seconded by Ms. Hornbuckle to authorize the Director of Purchasing to issue a purchase order for sixty-one (61) Dell laptop computers using the WSCA Master Agreement.

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

Fiscal Impact: \$75,681.00 (General Funds)

4. Authorization to Conduct a Short-Term Study Abroad Program in Florence, Italy During Summer 2008 (Orange Coast College)

It was moved by Ms. Hornbuckle and seconded by Mr. Ruiz that authorization be given to enter into a standard travel contractor agreement to conduct a program in Italian during summer, 2008. All logistical arrangements will be handled by ACCENT (International Consortium for Academic Programs Abroad.)

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

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

Fiscal Impact: No cost to the District. No replacement costs for faculty assigned to the program. All payments by trip participants for travel services shall be made to the travel contractor. Travel contractor shall account to Coast Community College District for the total cost of the trip.

Personnel Action

1. Approval of Retirement Age Adjustment for Confidential Employees and Classified Management and Related Enhancements to Salary Schedules

It was moved by Mr. Ruiz and seconded by Ms. Hornbuckle to approve the retirement age adjustment for confidential employees and classified management and related enhancements to salary schedules, as presented in the May 2, 2007 Agenda. Error was noted to the recommendation for enhancements to salary schedules, listed in the Agenda, which should state .5% (1/2 percent) in place of .05%.

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

Fiscal Impact: 2006-07 - \$13,541.00
2007-08 - \$81,247.00

Resolutions

1. Re-Adoption of Resolution to Approve Nonresident Tuition Fee, 2007/2008

It was moved by Ms. Hornbuckle and seconded by Mr. Moreno to remove this item from the Agenda, at staff request, to receive further clarification.

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

2. Approval of Resolution for Golden West College Central Plant Underground Utility Lines Posting Limited Use

It was moved by Mr. Ruiz and seconded by Ms. Hornbuckle to adopt the Resolution limiting the use of Golden West College Central Plant mechanical building to use by authorized staff only, as presented in the May 2, 2007 Addendum to the Agenda.

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

Fiscal Impact: Not Applicable

3. Adoption of Resolution Proclaiming May 21, 2007 as Classified Employees Appreciation Week

It was moved by Mr. Patterson and seconded by Mr. Ruiz to adopt the Resolution proclaiming May 21, 2007 as Classified Employees Appreciation Week, as presented in the May 2, 2007 Agenda.

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

Fiscal Impact: None.

Recess to Closed Session

It was moved by Mr. Ruiz and seconded by Mr. Patterson to discuss the following items in Closed Session:

1. Conference with Legal Counsel – Existing Litigation (pursuant to Section 54956.9)
Name of Case: Word of God Fellowship, Inc. et al, Petitioner, v. Coast Community College District, Respondent and KOCE Foundation, Real Party in Interest, OCSC Case No. 04CC03347
2. Conference with Legal Counsel – Existing Litigation (pursuant to Section 54956.9)
Name of Case: Word of God Fellowship, Inc., a Georgia nonprofit Corporation dba Daystar Television Network, et al. v. Coast Community College District and KOCE Foundation. Case No. SACV050702CJC (MLGx)

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

Reconvene Regular Meeting

The Board reconvened in Open Session at 10:50 p.m., to report on action taken in Closed Session:

There was no formal action reported.

Adjournment

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

The meeting was adjourned at 10:55 p.m.

Secretary of the Board