

**Regular Meeting**  

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**Board of Trustees**  
**Coast Community College District**

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District Board Room – 6:30 p.m.

February 21, 2007

**MINUTES**

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A Regular Meeting of the Board of Trustees of the Coast Community College District was held on February 21, 2007 in the Board Room at the District Office.

**1. Call to Order**

Board President Jerry Patterson called the meeting to order at 6:34 p.m.

**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, Walt Howald, Jim Moreno, Armando Ruiz, Jerry Patterson, and Jeri Elder

Trustees Absent: None

Others in Attendance were: **Staff** – K. Yglesias, C. Brahmhatt, J. Quarles, C. Babler, J. Craig, D. Currie, B. Dees, S. Dumont, B. Fey, B. Genet, N. Hill, J. Houlihan, D. Jones, N. Jones, B. Kerwin, R. Kudlik, D. Mancina, K. McElroy, G. Monahan, R. Pagel, M. Parham, B. Price, J. Price, A. Richey, S. Tamanaha, C. Teeter; **Students** - L. Riddle, C. Svir; **Other** – R. Austin, B. Hohl.

#### **4. Public Comment**

Edward Rosenthal, Orange Coast College (OCC) student, addressed the Board to request that the District offer direct deposit for financial aid disbursements. Board President Patterson agreed to discuss this with staff. Vice Chancellor of Administrative Services C.M. Brahmbhatt responded that his unit is looking into offering a direct deposit option for students.

#### **5. Adopt Agenda**

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

#### **6. Approval of Minutes**

It was moved by Mr. Ruiz and seconded by Ms. Hornbuckle to approve the Minutes of the Regular Meeting of January 17, 2007. Motion carried with the following vote: Aye – Ms. Hornbuckle, Mr. Howald, Mr. Moreno, Mr. Ruiz, and President Patterson.

### **General Information and Reports**

#### **1. Review of Board Meeting Dates**

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

#### **2. Reports from the Officers of Student Government Organizations**

Chelsea Svir, Commissioner of Public Relations, Student Advisory Council (SAC), Coastline Community College (CCC) reported that the *Have a Heart* carnation fundraiser was very successful, noting that SAC raised approximately \$200 to go towards *Project Africa*. ■ She stated that members of the SAC reviewed Coastline's online student orientation and provided feedback to Student Services. ■ Ms. Svir announced that SAC students will be visiting classes and providing information tables at the college's major learning centers to encourage students to apply for scholarships. She invited Board members to CCC's Scholarship Night on April 26 at the Costa Mesa Community Center.

Lynne Riddle, President, Associated Students of Orange Coast College (ASOCC), reported that the ASOCC completed the first draft of a new OCC Student Government Constitution, and has scheduled eight open meetings for student public comments and recommendations before the final draft is presented to the Board of Trustees. Ms. Riddle, in response to inquiry from Trustee Ruiz, confirmed that the ASOCC is aware of the Education Code and its provisions, and further shared that they welcome any input. ■ She discussed the ASOCC's approval of a resolution providing \$36,000 to purchase 26 "space age" and environmentally friendly recycling bins, symbolizing the campus-wide environmental sustainability project. ■ Ms. Riddle commented that ASOCC has been researching potential funding resources for operating Rabbit Island, noting that the college has hired a scientific

research station expert to examine the island and report whether continuing operating the island would be feasible. She noted that research experts, Susan Lohr and Assoc., would be on campus February 22 and 23 to conduct meetings with constituents touched and invested in Rabbit Island.

### **3. Reports from the Academic Senate Presidents**

Coastline Community College (CCC) Academic Senate President Nancy Jones mentioned the Academic Senate's discussion on online testing relating to midterms and finals. ■ She announced that Gregg Gilbert from the Academic Senate for California Community Colleges (ASCCC) is presenting a workshop on academic freedom on February 22 at the Garden Grove Center. ■ Ms. Jones discussed a mini grant for developing curriculum utilizing new technology.

Golden West College (GWC) Academic Senate President Stephanie Dumont extended condolences to OCC for the loss of counseling faculty member Kelly Lee, and shared that she will be missed. ■ She reported that Jaima Bennett and Monte Perez, Accreditation Co-chairs, provided an overview of the upcoming accreditation site visit at an accreditation kick-off meeting. ■ Ms. Dumont shared that the Senate will be voting on a campus smoking policy, supporting one of the following four options: 1) same policy as current District Policy; 2) smoke-free campus; 3) designated smoking areas; or 4) designated non-smoking areas. ■ She stated that the Senate is beginning its new process of prioritizing requests for faculty positions, and will be evaluating the requests in relation to Program Review reports, Program Vitality Recommendations, and other pertinent information.

Orange Coast College (OCC) Academic Senate President Georgie Monahan shared that the Senate has had discussion on the shared governance document, and will continue that discussion. ■ She reported that Planning and Budget are meeting February 22, where determination will be made regarding which building is next for remodel. ■ Ms. Monahan stated that Melinda Nish, Vice President of Instruction, OCC, is working on developing a new scheduling process, with a goal of scheduling out the entire year, one year in advance, enabling better planning for students and faculty. ■ She reported that two Senators attended the State Teaching Institute, and reported back favorably. ■ Ms. Monahan stated that she will be attending the meeting regarding Rabbit Island, as mentioned in Ms. Riddle's report.

### **4. Reports from Employee Representative Groups**

Barbara Price, President, California Teachers Association (CTA), reported that the CTA is holding its membership drive, noting that every part-time faculty member pays dues but is not considered a member unless they complete the form. ■ She noted that she has been nominated to serve on the Governor's Commission on Career and Technical Education for Higher Education, and is also serving on the Commission on Teacher Credentialing Program at California State University Long Beach (CSULB). ■ Board President Patterson agreed to write a letter to the Governor expressing support of Ms. Price's nomination to the Career/Technical Education Commission for Higher Education.

### **5. Reports from the Presidents**

OCC President Bob Dees thanked Ms. Dumont for her comments regarding Kelly Lee, commenting that the campus is very sorry to have lost her. ■ He stated that the fourth annual Tuskegee Airman Luncheon on February 9<sup>th</sup> was a success, noting that over 1,000 grade school students were invited. ■ Mr. Dees announced that March 20 is Senior Day at OCC, with anticipation of three to four thousand

high school seniors on campus. ■ In closing, he noted that the campus is preparing for the accreditation visit.

CCC President Ding-Jo Currie expressed sadness in the passing of CCC staff member Sam Largo, who was a corporate developer at the One Stop Center. ■ She announced that over 300 guests attended the Multi-Chamber Mixer on February 20 at the Irvine One Stop Center. ■ Dr. Currie reported that after experiencing the accreditation pre-visit, Coastline is ready for the accreditation visit. ■ She distributed a “Save the Date” flier for Coastline’s 30<sup>th</sup> Anniversary and annual Visionary Awards celebration on April 28. ■ She commended students for becoming involved with advocacy efforts at the local, state and national levels, and noted that they are holding the “Appreciating the Legislative Staff” breakfast, with Board President Patterson as the keynote speaker.

GWC Vice President of Administrative Services Janet Houlihan reported, on behalf of President Wes Bryan, that enrollment has increased 3%. ■ She noted that GWC is focusing on the upcoming accreditation visit. ■ In closing, Ms. Houlihan reminded everyone that opportunity tickets for the FJ Cruiser can be purchased for \$100.

## **6. Report from the Chancellor**

Chancellor Yglesias commented that President Bryan was in Northern California attending a meeting for the Association of California Community College Administrators (ACCCA) Board, of which he is a member.

## **7. Reports from the Board of Trustees**

Student Trustee Jeri Elder reported on her trip to Washington, DC for the Association of Community College Trustees (ACCT) Legislative Summit, stating that she enjoyed visiting with legislators regarding community college issues, such as Pell Grants. ■ She announced that the District-wide Student Council meets February 23.

Trustee Walt Howald noted that he is acquainted with the accreditation chairs for the three campuses and, in speaking with them, has received positive feedback. He stated that the accreditation teams will interview the Trustees at a Special Meeting at 4:30 p.m. on March 7. ■ Mr. Howald reported that although he was unable to attend the ACCT conference, he was nominated to serve on the Diversity Committee. ■ He further noted that his absence from the conference was due to the premature birth of his grandson, thanked everyone for their blessings, and reported that his grandson is now home and recovering well from surgery.

Trustee Armando Ruiz reported that he enjoyed the ACCT conference, commenting that one area he emphasized with legislators was the single definition, which would allow students to receive more funding. ■ He stated that he is the Pacific Chair of the Nomination Committee, commenting on the diversity of the committee, which includes one Asian American female, one Latino male, one African American female, one Latino female, and one white male. Mr. Ruiz further expressed hope that everyone will follow this example of diversity on committees.

Trustee Mary Hornbuckle commented that she wasn’t able to attend the ACCT conference, but hopes to next year. ■ She shared that she is a member of the Employer Advisory Council, which advises small businesses, and noted that she is appreciative of the information she receives from this group. ■ Ms. Hornbuckle announced that she attended the Orange County Department of Education Business

Luncheon, commenting that the economical report on Orange County indicated concern regarding cost of living issues.

Trustee Jim Moreno reported on his attendance at the ACCT conference in Washington, DC and thanked all of the staff for their fine work that made this trip work. He mentioned that he discussed the importance of the community college system with U.S. Senator Barbara Boxer, and shared that emphasis is being placed on vocational training.

Board President Jerry Patterson reported that he was unable to attend the ACCT conference due to family illness. ■ He expressed concern regarding recent articles in the newspapers regarding community colleges, and indicated that he wrote an editorial regarding his personal experience with community college, discussing the three areas the community colleges address—1) transfer; 2) workforce development; and 3) basic skills. ■ In closing, Mr. Patterson recited the *Optimist Creed*.

## **8. Review of Buildings and Ground Reports**

The Board reviewed the Buildings and Ground Reports as listed in the February 21, 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 Quarterly Financial Status Report**

The Board reviewed the Second Quarterly Financial Status Report ending December 31, 2006, including the CCFS-311Q State Chancellor's Report, a General Fund Financial Status Report and Fund Balance Report for all funds.

Vice Chancellor C.M. Brahmhatt commented that this is the second year in a row that we did not borrow any money for temporary debt, and noted that the District is coming out of stabilization with a projected FTES generation of \$34,675.

**Fiscal Impact:** No fiscal impact

## **11. Discussion of Meeting Space for Veterans of Foreign Wars, Coast Community College District**

Edward Rosenthal, OCC Student, and Veteran, addressed the Board to request use of the current District building, once it is vacated, for a Veterans of Foreign Wars (VFW) post and a museum. He stated that the plight of the VFW being homeless was brought to his attention by Bud Hohl, Veteran and former OCC employee, and Mr. Rosenthal took it upon himself to wear the armor of honor and respect, as a Marine, to take up the cause. Mr. Rosenthal then introduced Mr. Hohl.

Mr. Hohl discussed the current situation of the VFW, which has been without a facility for two years. He shared his commitment to take care of the veterans in the community, and expressed concern regarding his ability to do so without a facility in which to meet.

Trustee Hornbuckle acknowledged Mr. Hohl's service in the community, mentioning that the Police Department needed the space previously utilized by the VFW, and that the City of Costa Mesa is working to address the issue.

Board President Patterson thanked Mr. Rosenthal and Mr. Hohl for their presentations, and stated that the Board will discuss the issue.

Trustee Moreno suggested that the Board send a letter to the Costa Mesa City Manager informing him that this issue has been raised at our Board meeting, and request that the City look into it.

## CONSENT CALENDAR

It was moved by Ms. Hornbuckle and seconded by Mr. Howald that the amended Consent Calendar be approved. Motion carried with the following vote: Aye – Ms. Hornbuckle, Mr. Howald, Mr. Moreno, Mr. Ruiz, and President Patterson. (Note: All background reports were included with the February 21, 2007 Agenda and are available on request.)

### 1. Travel Authorization

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

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

#### b. Authorization for Student Trips

Authorization was given for the following student trips:

Diana Jason, Instructor/Psychology, Parent Education, (CCC) to accompany approximately 35 students (Ticket Numbers 9204, 9086) to Tucker Wildlife Sanctuary in Modjeska Canyon, California, March 23, 2007. Students will use District transportation.

Debra Secord, Instructor/Emeritus (CCC) to accompany approximately 45 students (Ticket Numbers 8926, 9279) to Modjeska House in Modjeska Canyon, California, April 17, 2007. Students will use District transportation.

Jane Bauman, Instructor/Art (CCC) to accompany approximately 40 students (Ticket Number 8130) to The Getty Center in Los Angeles, California, April 19, 2007. Students will use District transportation.

Diana Jason, Instructor/Psychology, Parent Education (CCC) to accompany approximately 35 students (Ticket Numbers 9204, 9086) to Royal Palm Fire Station in Costa Mesa, California, April 19, 2007. Students will provide their own transportation.

The following are Golden West College 2007 Spring University Tours sponsored by the Transfer Centers for GWC and OCC. Thao Tran, GWC, and Ana Tovar, OCC, to accompany the students; there are no costs for the trips. Transportation provided by District Transportation.

Cal Poly Pomona and Chapman University	March 9
CSU Long Beach	March 10
CSU San Marcos	March 23
USC	April 6
UCSD	April 13
CSU Fullerton	April 14
UC Irvine	April 21
UCLA	April 27

Valerie Venegas, Student Activities Director (GWC) and nine students to attend a Statewide Student Senate Region 8 Social Activity, Aliso Creek Beach, February 9, 2007.

Chuck Whitchurch, Shay Brown, Stephanie Dumont, Larry Williams, Jackie Powell, Michael Cassens, and Charlotte Gittleman, Honors Program (GWC) and 20 students to attend Building Bridges: Honors Student Research Conference at UCI on March 17, 2007.

Orange Coast College students to participate in a study of analysis of rocky intertidal organism diversity and intertidal zonation to introduce animal and protist diversity at the Crystal Cove State Park Beach, Laguna Beach, CA, on April 21 – 22, 2007.

Orange Coast College Chapter of Phi Theta Kappa to send two students, Terri Samuels and Jonathan Brown, to the Phi Theta Kappa All-California Academic Team Awards Luncheon in Sacramento, CA, March 29-30, 2007.

Orange Coast College Geography students to attend the California Geographical Society Annual Conference in Borrego Springs, CA March 16-18, 2007. Transportation by district van or by individual student vehicles.

**2. General Items**

**a. Authorization for Special Projects**

Authorization was given for the following special projects as outlined below:

**Coastline Community College**

Coastline Community College and the City of Westminster Community Services and Recreational Department to co-sponsor a Cartooning Workshop on May 14, 2007, and various Spring 2007 Classes from April 3 to July 10, 2007, at the Le-Jao Center in Westminster. There is no cost to the District.

Theatre Adventures	April 3 – May 22
Acting Fundamentals	April 3 – May 22
Broadway Kids	April 3 – May 22
Performance Troupe	April 3 – July 10
Drawing for Kids	April 11 – May 9
Drawing for Teens	April 11 – May 9
Pastels and Paints	April 11 – May 9

Coastline Community College Foundation to host a Costume Jewelry Fundraising Event, March 21, 2007, from 11:00 a.m. – 2:00 p.m. at College Center in Fountain Valley, CA.

Coastline Community College Art Gallery to host a Grand Opening Reception for the “Watermark” art exhibit commemorating the formal opening of the Gallery located at 10156 Adams Avenue, Huntington Beach, CA, March 16, 2007, 4:00 p.m. - 7:00 p.m.

Coastline Community College Le-Jao Center Student Activities Club to host a Lunar New Year Celebration on Thursday, February 22, 2007, from 2:30 p.m. to 4:30 p.m. at the Le-Jao Center in Westminster.

Coastline Community College Friends of the Gallery Club to sponsor an orientation reception to explore the development of a gallery support group at the Coastline Community College Art Gallery located in Huntington Beach, CA on Friday, February 23, 2007, from 6 to 9 p.m.

#### Golden West College

Golden West College RHORC (Regional Health Occupations Resource Center) Program to provide support for Sonora High School Medical Careers Academy activities, in the Spring of 2007 at Sonora High School, La Habra, to provide materials and field trips to the high school students as an introduction to health careers.

Golden West College RHORC Program to provide support for the 2007 St. Joseph Hospital Health Professions Academy in the Summer of 2007 at St. Joseph Hospital, Orange, to provide a week long program for high school students as an introduction to health careers.

Golden West College to celebrate African American Heritage Month during February 2007.

Golden West College to celebrate Women’s Heritage Month during March 2007.

Golden West College Associated Students to hold a Welcome Back Event/90’s Theme, February 7, 2007 in the Student Center Patio.

#### Orange Coast College

Orange Coast College Harry & Grace Steele Children’s Center to sponsor the California Child Development Administrators Association’s (CCDAA) educational workshop for early childhood professionals on the “Desired Results Developmental Profile-Revised: Practical Techniques for Teachers and Directors” on March 3, 2007. The workshop will be held in the OCC Student Center lounge.

Orange Coast College Student Services and Staff Development to host a book signing and presentation featuring Kareem Abdul-Jabbar on February 28, 2007, in the Robert B. Moore Theatre. The book, “On the Shoulders of Giants” was written with OCC English professor, Raymond Obstfeld.

Orange Coast College Early Childhood Lab School to have Santa Ana Zoo mobile visits on March 7, March 13, March 20, and March 23, 2007, as an enrichment science program for our preschool classes.

Orange Coast College TEACH3 program to host a breakfast meeting in the OCC Captain’s Table

on February 23, 2007, for the Association of California Community College Teacher Educational Programs.

Orange Coast College Extended Opportunity Programs and Services and Cooperative Agencies Resources for Education (EOPS and CARE) to host 100 EOPS/CARE students to attend the Vietnamese Student Association-9<sup>th</sup> Annual Vietnamese Culture Night 2007 on March 11, 2007, in the Robert B. Moore Theatre.

Orange Coast College Associated Students (ASOCC) to host the High School Counselor Breakfast on February 28, 2007, in the Student Center Lounge.

Orange Coast College Irish Culture Club to sponsor the Green Festival which includes lectures and activities on Ireland and the environment. The events will be held during the week of March 19, 2007, in the Robert B. Moore Theatre.

Orange Coast College TEACH3 program to host a breakfast meeting in the OCC Captain's Table on February 23, 2007, for the Association of California Community College Teacher Educational Programs.

Orange Coast College Physical Education & Athletics Division to hold Spring 2007 golf classes at the Costa Mesa Golf & Country Club and the Newport Beach Golf Course.

Orange Coast College Theater Arts 109AB, Musical Theater Workshop, to present a performance showcase to put into practice techniques learned in class. The event will take place on May 25, 2007, in the OCC Drama Lab.

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

Authorization was given to apply to the Chancellor's Office of the California Community Colleges for a grant titled "SB 70: Teacher Preparation Pipeline / Overture – Optimal Visions + Expert Resources to Upgrade Recruitment for Education," in collaboration with CCC, GWC, OCC, California State University Long Beach (CSULB), and Orange Coast Middle College High School (OCMCHS), to develop career technical education teacher pathways, as presented in the February 21, 2007 Agenda. The Board further authorized the Chancellor or Vice Chancellor of Administrative Services to sign any related documents as appropriate.

**Fiscal Impact:** \$350,000.00. There are no matching funds required. All performance under this grant shall be completed by May 31, 2008, except for the submission of any Final Report that may be required by Article I of the Grant Agreement.

**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.

The Board further authorized the donation of surplus equipment to Anaheim High School District for their Technology Departments Instructional Program.

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

Authorization was given to enter into standard agreements for the lease of telecourses for the terms and conditions listed in the agreements, as presented in the February 21, 2007 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. 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**

COUNTY OF ORANGE HEALTH CARE AGENCY      Nonstandard Affiliation Agreement  
(See Attachment 2)

CALIFORNIA STATE UNIVERSITY FULLERTON      Nonstandard Affiliation Agreement  
(See Attachment 3)

**ORANGE COAST COLLEGE**

**NEW**

Dr. Kathleen Collins, DDS      Standard Clinical Affiliation Agreement  
Huntington Beach, CA

Dr. James Lin, DDS & Associates, Inc.      Standard Clinical Affiliation Agreement  
Anaheim, CA

Saddleback Memorial Medical Center      Non-Standard Clinical Affiliation  
Agreement  
San Clemente Campus      (See Attachment 4)  
Laguna Hills, CA

Sleep Center Orange County      Standard Clinical Affiliation Agreement  
Irvine, CA

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

**Fiscal Impact:** Students are required to obtain personal liability insurance during enrollment in an Allied Health program. The District shall provide professional liability insurance (above students' personal liability insurance) and Worker's Compensation insurance for each student

participating in clinical rotation. (For field experience agreements, the District provides only Worker's Compensation insurance.) These coverages are in effect while the student is on-site at facility.

**f. Authorization for Purchase of Institutional Memberships**

Authorization was given for the following renewals of institutional memberships:

**Coastline Community College**

Council of Chief Librarians of California (CCL) - July 1, 2006 through June 31, 2007- \$100

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

The Research and Planning Group for California Community Colleges (The RP Group) - July 1, 2006 through June 30, 2007 - \$350

Huntington Beach Chamber of Commerce – November 1, 2006 through October 31, 2007 - \$300

**Golden West College**

Southern California Intersegmental Articulation Council – September 2006 – September 2007 - \$75

**Orange Coast College**

Southern California Intersegmental Articulation Council (SCIAC) - \$75.00 – July 2, 2006 – June 30, 2007

**3. Personnel Items**

The Board authorized special assignments; accepted resignations and/or approval of layoffs and terminations; appointed substitutes, academic staff; authorized changes in assignments, academic staff; authorized changes in assignments, academic staff; appointed academic staff; appointed classified staff to advertised positions; authorized reclassification, classification reductions, and reorganizational reassignments, classified staff; authorized schedule changes, classified staff; appointed special category, hourly staff; authorized professional experts; authorized educational administrator contracts; authorized independent contractors; authorized staff development; and authorized off campus assignments.

**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 February 22, 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).

**b. Sailing Program- Orange Coast College**

SCHOOL OF SAILING AND SEAMANSHIP – Orange Coast College

Authorization was given for non-credit classes offered by the Marine Programs Office during the period of February 22, 2007 – June 30, 2007. The presenters will be paid at a fixed rate or percentage of income based on actual enrollment. Instructor fees will be charged against individual ticket budget numbers and paid from Sailing Center funds. (P)=percentage and (F)=flat rate.

REVISIONS TO PREVIOUS BOARD ACTION:

INDEPENDENT CONTRACTOR

Hawley, Chuck (OCC) to serve as an independent contractor, pursuant to the District's standard independent contractor agreement, for the purpose of acting as moderator and providing instruction to students at OCC-sponsored US SAILING Safety at Sea Seminars during the fiscal year July 1, 2006-June 30, 2007.

SPECIAL EVENTS

Sailing Program to participate with *Alaska Eagle* in the Sail Expo Boat Show, April 15-22, 2007, at Jack London Square, Oakland, CA. *Alaska Eagle* to be delivered to Oakland by Sailing Center staff for display at Sail Expo with Sailing Center staff on board to promote *Alaska Eagle* programs and other courses offered by the Sailing Program.

**5. Financial Approvals**

**a. Approval of Purchase Orders**

The Board approved purchase orders listed in the amount of \$579,044.26 (A copy of the report is on file with the February 21, 2007 Agenda and is available on request.)

**b. Ratification/Approval of Checks**

The Board ratified/approved the warrants for previously approved purchase orders listed in the amount of \$4,931,464.52. (A copy of the report is on file with the February 21, 2007 Agenda and is available on request.)

The Board ratified/approved the warrants for the General Obligation Bond Fund in the amount of \$2,845,978.22. (A copy of the report is on file with the February 21, 2007 Agenda, and is available on request.)

**c. Authorization for Special Payments**

Authorization was given for the following special payments:

Payment of \$375.75 for refreshments provided at the Southern California Community Colleges Employment Relations Consortium workshops presented by Liebert Cassidy Whitmore on Friday, February 9, 2007, to be paid from general funds.

**6. Buildings and Grounds Items Under \$10,000**

**a. Authorization for Addendum No. 3 to Rossetti Architects; Orange Coast College Fitness Center (Field House Complex)**

Authorization was given to accept Addendum No. 3 for additional structural engineering services for the Orange Coast College Fitness Center (Field House Complex).

The scope of services is to include the following:

- |    |                                  |         |
|----|----------------------------------|---------|
| 1. | Additional Reimbursable Expenses | \$6,500 |
|----|----------------------------------|---------|

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

**Fiscal Impact:** \$6,500 (General Obligation Bond Fund)  
Master Plan Approved Project  
Orange Coast College Fitness Center

**Agreements**

**1. Authorization to Enter Into a Standard Agreement between the State Agency Employment Development Department (EDD) and Coast Community College District (Coastline Community College)**

It was moved by Mr. Howald and seconded by Mr. Ruiz that authorization be given for the District to enter into a standard agreement with the State Agency Employment Development Department (EDD) and Coast Community College District (Coastline Community College) for the purpose of providing unarmed, uniformed security guard services, effective March 1, 2007 through February 28, 2009.

Student Trustee Elder asked if there were incidents that provided the need for security at the Coastline site. Kevin McElroy, Vice President, Administrative Services, CCC, responded that as the One Stop Center relocated, staff and management have observed potential issues and decided that it would be best to provide security for the comfort of staff and students. Motion carried with the following vote: Aye – Ms. Hornbuckle, Mr. Howald, Mr. Moreno, Mr. Ruiz, and President Patterson.

**Fiscal Impact:** Security guard staffing costs will be covered, 26% by EDD, and 74% by Coast Community College District

**2. Approval of Addendum to the Agreement for Contract Services between Jones International, Inc. and Coast Community College District (Coastline Community College)**

It was moved by Mr. Howald and seconded by Mr. Ruiz that authorization be given to approve the agreement between the Coast Community College District (CCCD) and Jones International, Inc. whereby Jones grants Coastline Community College's Military/Contract Education Departments usage rights to "Media Waves: An Introduction to Mass Communication" (the "Telecourse"), in a variety of delivery modalities in exchange for a fee of \$10 per student and to extend the contract by a two year period ending February 6, 2010. The Board further authorized the Chancellor or Vice Chancellor of Administrative Services to sign such agreements.

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

**Fiscal Impact:** Military/Contract Education Departments to pay \$10 per student fee directly to Jones International. Projected revenue unknown, dependent upon course usage and student enrollment.

**3. Authorization to Enter into a Memorandum of Understanding Between California State University, Fullerton (CSUF) and the Coast Community College District (Coastline Community College) for the purpose of establishing a relationship between CSUF Communicative Disorders Program and the Coastline Community College's Acquired Brain Injury Program with Regard to Clinical Education of a CSUF Graduate Student**

It was moved by Mr. Howald and seconded by Mr. Moreno that authorization be given to enter into a Memorandum of Understanding with California State University Fullerton (CSUF) and the Coast Community College District (Coastline Community College) to support a willingness to participate in the clinical training of a graduate student in the CSUF Communicative Disorders Program through supervision and other training activities on the premises of Coastline Community College's Acquired Brain Injury Program. The term of the agreement will commence on February 22, 2007 – May 27, 2007.

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

**Fiscal Impact:** None

**4. Authorization to Enter Into an Office Lease Agreement Between the Coast Community College District (Orange Coast College) and Orange County Sanitation District for the Purpose of Providing Extra Classroom and Storage Space for Sailing Center Programs During Measure C Construction from February 22, 2007, through December 31, 2007**

It was moved by Mr. Ruiz and seconded by Mr. Howald that authorization be given to enter into an office lease agreement between Coast Community College District (Orange Coast College) and Orange County Sanitation District for the purpose of providing extra classroom and storage space for Sailing Center programs during Measure C construction from February 22, 2007, through December 31, 2007.

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. Howald, Mr. Moreno, Mr. Ruiz, and President Patterson.

**Fiscal Impact:** A monthly rental of \$2,100.00 to be paid from Sailing Center Funds at no cost to the District.

**5. Authorization to Approve an Agreement Between Coast Community College District (Orange Coast College) and KFI AM 640 to Host “Finance Day” Saturday, March 24, 2007**

It was moved by Mr. Howald and seconded by Ms. Hornbuckle that authorization be given to Coast Community College District (Orange Coast College) to partner with KFI AM 640 Radio to host “Finance Day” Saturday, March 24, 2007.

Trustee Hornbuckle inquired regarding the parking situation, and Bill Kerwin, Manager, Risk Services, stated that the Agreement provides use of our common parking, including the OC fairgrounds parking, but the District prefers using the fairgrounds parking to prevent displacing of OCC students. Ms. Hornbuckle suggested that we inform the Orange County Fairgrounds of the event, since it will impact them.

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

**Fiscal Impact:** None

**6. Authorization to Enter Into an Interagency Agreement Between Coast Community College District (Orange Coast College) and the 32<sup>nd</sup> District Agricultural Association for Reciprocal Use of Parking Lots and the Use of the Pacific Amphitheatre for the 2007 Orange Coast College Commencement on May 25, 2007**

It was moved by Ms. Hornbuckle and seconded by Mr. Moreno that authorization be given to enter an interagency agreement with the 32<sup>nd</sup> District Agricultural Association for the use of the Pacific Amphitheatre for the annual Orange Coast College Commencement. The Board further authorized the Chancellor or Vice Chancellor of Administrative Services to sign the agreement.

Board President Patterson inquired whether the OCC commencement will be returning to the campus as it did in the past prior to the renovation of the fields. President Dees stated that with the ongoing construction, it was decided to hold this year’s commencement at the fairgrounds, and noted that plans for the future will be discussed. Mr. Patterson requested that the Board be provided with justification if the commencement does not return to the campus in the future.

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

**Fiscal Impact:** None

**7. Authorization to Approve an Amendment for Extension of a Contract Between the Coast Community College District (Orange Coast College) and “The Drip” for the Purpose of Serving Coffee Products on the Orange Coast College Campus**

It was moved by Mr. Ruiz and seconded by Ms. Hornbuckle that authorization be given to enter into an agreement between the Coast Community College District (Orange Coast College) and “The Drip” for the purpose of serving coffee products on the Orange Coast College campus from January 1, 2007, through December 31, 2008.

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

**Fiscal Impact:** This contract should generate approximately \$20,000 per year to Orange Coast College Instructional Food Service.

**8. Authorization To Enter Into A Sublease Agreement Between The City Of La Habra, California And The Coast Community College District (Coastline Community College) To Sublease For The Youth Program**

It was moved by Ms. Hornbuckle and seconded by Mr. Howald that authorization be given to enter into a standard sublease agreement to sublease that certain space as outlined in the agreement to the City of La Habra, located at the Orange County One-Stop Center, 1561 E. Orangethorpe Avenue, Suite 210, Fullerton, California. Terms of the agreement shall begin on March 1, 2007 for three years or a lesser term to correspond to the expiration date of the Master Lease covering the premises.

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. Howald, Mr. Moreno, Mr. Ruiz, and President Patterson.

**Fiscal Impact:** Annual income to Coast Community College District of \$4,831.20

**9. Authorization to Enter Into an Agreement to the Biotechnology High-Growth Job Training Initiative Project Agreement Between the County of Orange and the Coast Community College District/Coastline Community College/Orange County One-Stop**

It was moved by Mr. Moreno and seconded by Mr. Ruiz that authorization be given to enter into an agreement between the County of Orange and the Coast Community College District (Coastline Community College) for the Biotechnology High-Growth Job Training project for the period of March 28, 2007 through May 31, 2008.

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. Howald, Mr. Moreno, Mr. Ruiz, and President Patterson.

**Fiscal Impact:** The County of Orange will reimburse Coastline Community College \$175,000 for the operation of this program.

**10. Authorization to Enter Into a Standard Agreement between the Coast Community College District (Orange Coast College) and the United States Marine Corps for the Purpose of Offering Instruction in Electrical Wiring**

It was moved by Mr. Ruiz and seconded by Mr. Moreno that authorization be given to enter into a standard agreement between the Coast Community College District (Orange Coast College) and the United States Marine Corps for the purpose of offering instruction in electrical wiring as requested by the company from February 14, 2007 through March 13, 2007.

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. Howald, Mr. Moreno, Mr. Ruiz, and President Patterson.

**Fiscal Impact:** OCC Extended Education to receive \$22,390.00 revenue for this contract.

**11. Authorization to Approve an Amendment to Grant 05-201-231 from the State of California, Department of Boating and Waterways to the Orange Coast College School of Sailing and Seamanship to Provide Scholarships for Youth-at-Risk in Boating Safety Instructional Programs and to Purchase Equipment for Use in Boating Safety Programs**

It was moved by Ms. Hornbuckle and seconded by Mr. Howald that authorization be given to approve an amendment to Grant 05-201-231 from the State of California, Department of Boating and Waterways to the Orange Coast College School of Sailing and Seamanship to provide scholarships for youth-at-risk in boating safety instructional programs and to purchase equipment for use in boating safety programs.

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. Howald, Mr. Moreno, Mr. Ruiz, and President Patterson.

**Fiscal Impact:** Grant Agreement 05-201-231 Amendment I will provide an additional \$18,500 for the period February 1, 2007, to January 31, 2008. There are no matching requirements and no ongoing fiscal commitments.

**12. Approval of and Authorization to Enter into a Standard Mutual Aid Agreement Between the Coast Community College District and Participating Local Public and Private Agencies**

It was moved by Mr. Moreno and seconded by Mr. Howald that the District enter into a Standard Mutual Aid Agreement with participating local public and private agencies for the establishment of usage and reimbursement criteria in the event of a “local emergency,” and indemnify the providing party of all liability associated with providing mutual aid services.

**Item 12. Approval of and Authorization to Enter into a Standard Mutual Aid Agreement Between the Coast Community College District and Participating Local Public and Private Agencies, continued**

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

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

**Fiscal Impact:** None to providing party, as the providing party will be reimbursed for all costs should a request for support by a requesting agency be received. In the event of an emergency and if the District is the requesting agency, all costs incurred by a providing agency shall be reimbursed by the District.

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

**1. Authorization to Employ LPA; Orange Coast College Signage and Landscape Projects**

It was moved by Mr. Ruiz and seconded by Ms. Hornbuckle that authorization be given to employ LPA for architectural services for the Orange Coast College Signage Project.

Trustees inquired regarding the funding source and the location of the signage. Staff confirmed that this project is funded from Measure C funds, and that the sign will be visible to cars driving by the campus.

The scope of service is to include the following tasks:

Adams Street Signage		
1.	Bid Documentation and Coordination Drawings	\$20,780
	Includes Construction Field Observation	
2.	Reimbursable Expenses	<u>\$ 2,800</u>
	Total	\$23,580
Merrimac Street Signage		
1.	Bid Documentation and Coordination Drawings	\$10,010
	Included Construction Field Observation	
2.	Reimbursable Expenses	<u>\$ 1,000</u>
	Total	\$11,010

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. Howald, Mr. Moreno, Mr. Ruiz, and President Patterson.

**Fiscal Impact:** \$34,590 (General Obligation Bond Fund/Measure C)  
Master Plan Approved Project  
OCC College Wide Signage Projects

**2. Authorization for Addendum No. 5 to tBP Architecture; Orange Coast College Learning Resource Center**

It was moved by Mr. Ruiz and seconded by Ms. Hornbuckle that authorization be given to accept Addendum No. 5 for additional architectural services for the Orange Coast College Learning Resource Center.

The scope of services is to include the following tasks:

- 1. New Construction Documents for Facility Improvements \$19,500

Facility Improvements include:

- a. Expanded archived area and conversion of study rooms to offices.
- b. Electrical power and data service updates for recently selected furniture systems.
- c. New public address system.
- d. Interior signage system modifications to match recently approved College signage standards.

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

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

**Fiscal Impact:** \$19,500 (Measure C – General Obligation Bond  
Master Plan Approved Project  
OCC Learning Resource Center)

**General Items of Business**

**1. Authorization for Coastline Community College to Conduct a Discover China with Coastline Excursion during Summer 2007**

It was moved by Mr. Ruiz and seconded by Mr. Howald that authorization be given to conduct a trip to China, May 23, 2007 to June 2, 2007.

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

**Fiscal Impact:** Projected revenue of \$80,000. All payments by trip participants for travel services shall be made to Coastline Community College Foundation (CCCF) with two payments made to service provider, China Travel Service (U.S.A., Inc. & H.K., Limited). The service provider shall account to the Coast Community College District for the total cost of the trip.

**2. Authorization to Purchase Steelcase Furniture for Orange Coast College, Watson Hall, from Tangram Interiors, using the U.S. Communities Master Agreement # RQ01-411313-16A-E**

It was moved by Mr. Ruiz and seconded by Mr. Howald that authorization be given for the Director of Purchasing to issue a purchase order to Tangram Interiors utilizing the U.S. Communities Master Agreement #RQ01-411313-16A-3, to purchase furniture for Watson Hall.

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

**Fiscal Impact:** NTE \$80,000 General Obligation Bond Fund- Measure C  
Master Plan Approved Project  
OCC Watson Hall

**Resolutions**

**1. Authorization to Apply for Funded Programs and/or Projects – Harry & Grace Steele General Child Care Center Grant (Kindergarten through Age 12)**

It was moved by Mr. Howald and seconded by Mr. Moreno that authorization be given to adopt the Resolution to apply to the California Department of Education, Child Development Division for a grant titled “Harry & Grace Steele Children’s Center General Child Care Center Grant,” to subsidize childcare for school-age children of low-income student-parents, as presented in the February 21, 2007 Agenda.

The Board further authorized the Chancellor or Vice Chancellor of Administrative Services to sign any related documents as appropriate.

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

**Fiscal Impact:** The OCC Children’s Center receives an annual school-age resource grant administered through the California State Department of Education, Child Development Division for instructional supplies as a supplement to our General Child Care Grant. The amount for fiscal year 2006-2007 is \$2,000.00. There are no matching District funds required.

**2. Authorization to Apply for Funded Programs and/or Projects – Harry & Grace Steele General Child Care Center Grant (Infant through Age 3)**

It was moved by Mr. Moreno and seconded by Mr. Howald to adopt the Resolution to apply to the California Department of Education, Child Development Division for a grant titled “Harry & Grace Steele Children’s Center General Child Care Center Grant,” to subsidize child care services for children between the ages of 6 months and 3 years, as presented in the February 21, 2007 Agenda.

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

**Fiscal Impact:** The OCC Children’s Center receives an annual instructional supply grant administered through the California State Department of Education, Child Development Division for

instructional supplies as a supplement to our General Child Care Grant. The amount for fiscal year 2006-2007 is \$3,038.00. There are no matching District funds required.

**Recess to Closed Session**

It was moved by Mr. Howald and seconded by Mr. Howald that the Board 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

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

**Reconvene Regular Meeting**

The Board reconvened in Open Session at 9:30 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 Mr. Ruiz and seconded by Ms. Hornbuckle that the meeting be adjourned. Aye – Ms. Hornbuckle, Mr. Moreno, Mr. Ruiz, and President Patterson; Absent – Mr. Howald.

The meeting was adjourned at 9:36 p.m.

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Secretary of the Board