

Regular Meeting
Board of Trustees
Coast Community College District

District Board Room - 6:30 p.m.

May 21, 2003

MINUTES

A Regular Meeting of the Board of Trustees of the Coast Community College District was held on May 21, 2003, in the Board Room at the District Office.

1. Call to Order

The meeting was called to order at 6:45 p.m., by Board President Paul Berger.

2. Pledge of Allegiance

The Pledge of Allegiance to the Flag of the United States of America was led by Trustee Howald.

3. Roll Call

Trustees Present: George Brown, Walt Howald, Armando Ruiz, Paul Berger, and Derek Shelly

Trustees Absent: Jerry Patterson

Others in attendance were: Staff - W. Vega, R. Berggren, C.M. Brahmhatt, J. Renley, J. Aston, W. Bryan, C. Burke, W. Carter, E. Cohn, B. Covert, D. Currie, B. Dees, G. Farrell, F. Galleods, B. Hollowell, N. Jones, K. McElroy, R. Pagel, R. Porter, B. Reed, D. Vail, D. Waldfogel, K. Ware, B. Wright, C. Yamashita, K. Yglesias, and J. Zimmerman; Students: M. Levy.

4. Opportunity for Public Comment

Donna Waldfogel, Secretary of the Board, introduced Madeline Levy, listed on the Board's Agenda to be ratified as the new Student Trustee.

5. Adopt Agenda

Amendments to the Agenda were presented. It was then moved by Mr. Howald and seconded by Mr. Ruiz that the Agenda, as amended, be adopted. Motion carried with the following vote: Aye - Mr. Brown, Mr. Howald, Mr. Ruiz, and President Berger.

6. Approval of Minutes

It was moved by Mr. Brown and seconded by Mr. Howald that the Minutes of the Special Meeting of May 7, 2003 be approved. Motion carried with the following vote: Aye- Mr. Brown, Mr. Howald, Mr. Ruiz, and President Berger.

It was then moved by Mr. Ruiz and seconded by Mr. Howald that the Minutes of the Regular Meeting of May 7, 2003 be approved. Motion carried with the following vote: Aye- Mr. Brown, Mr. Howald, Mr. Ruiz, and President Berger.

Acceptance of Retirements

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

Faculty

Anthony, David E., GWC, Instructor, Music/Performing Arts, retirement effective 06/01/03.

Anthony, Patricia Toney, OCC, Instructor, Airline Travel Careers, retirement effective 06/01/03.

Aston, John, GWC, Instructor, Psychology, retirement effective 06/01/03.

Cary, Bruce, OCC, Counselor, retirement effective 06/01/03.

Cool, Phyllis S., OCC, Counselor, retirement effective 06/07/03.

Ewing, Diane, GWC, Instructor, English/ESL/German, retirement effective 06/01/03.

Fereira, Ginny, OCC, Professor, Physical Education and Health, retirement effective 06/01/03.

Hancock, Robert J., OCC, Instructor, Electronics, retirement effective 06/01/03.

Hooper, Beth M., GWC, Instructor, Mathematics, retirement effective 06/01/03.

Jeffries, Don F., OCC, Instructor, Mathematics, retirement effective 06/01/03.

Acceptance of Retirements continued

Jones, Sharon S., OCC, Professor, Health and Physical Education, retirement effective 06/01/03.

Kramer, Ruth Ellen, GWC, Instructor, Nursing Education, retirement effective 06/01/03.

Mack, Lorna J., GWC, Instructor, Business Education, retirement effective 06/01/03.

Martin, Mary Martha, OCC, Instructor, Adaptive Physical Education, retirement effective 06/01/03.

Mitchell, Charles, GWC, Instructor, Drama, retirement effective 06/01/03.

Olson, Judith D., OCC, Instructor, Airline Travel Careers, retirement effective 06/01/03.

Onishi, Jeannette Kazuko, GWC, Librarian, retirement effective 05/31/03.

Paladino, Alan M., OCC, Instructor, Electronics, retirement effective 06/01/03.

Pogosian, Barbara, GWC, Instructor, Biological Science, retirement effective 06/01/03.

Ruth, Monty W., OCC, Instructor, Computer Information Systems, retirement effective 06/01/03.

Shaw, Kenneth H., OCC, Instructor, Electronics, retirement effective 06/01/03.

Smith, Sandra Jean, GWC, Instructor, Cosmetology, retirement effective 06/12/03.

Tolson, Janet M., OCC, Counselor, retirement effective 06/03/03.

Toy, Sandra E., OCC, Instructor, Secretarial Science, retirement effective 06/01/03.

Vail, Doreen W., OCC, Instructor, Sociology, retirement effective 06/01/03.

Wichert, John A., OCC, Instructor, Business and Marketing, retirement effective 06/01/03.

Wilcox, Loyd V., GWC, Instructor, Mathematics, retirement effective 06/01/03.

Wolfe, Judy Anne, OCC, Instructor, French, retirement effective 06/01/03.

Wright, Barbara J., OCC, Instructor, Physical Education, retirement effective 06/01/03.

Yamashita, Carol W., GWC, Instructor, Business Education, retirement effective 06/01/03.

Zimmermann, Joseph J., OCC, Instructor, Language and Literature, retirement effective 06/01/03.

Classified

Jackson, Claudia M., OCC, Division/Area Office Coordinator, Classified Unit, retirement effective 07/01/03.

McGinley, Helen J., OCC, Secretary Administrative, Classified Unit, retirement effective 07/01/03. Unused vacation to be paid in lump sum.

Mefford, Diane C., GWC, Secretary, Classified Unit, retirement effective 06/30/03. Unused vacation to be

paid in lump sum.

Nguyen, David D., CCC, Custodian, Classified Unit, retirement effective 06/28/03. Unused vacation to be paid in lump sum.

It was moved by Mr. Ruiz and seconded by Mr. Howald that these retirements be accepted. Motion carried with the following vote: Aye - Mr. Brown, Mr. Howald, Mr. Ruiz, and President Berger.

GENERAL INFORMATION AND REPORTS

1. Review of Board Meeting Dates

The Board reviewed the scheduled Board meeting dates for the months of June 2003 through December 2003.

2. Review of Commencement Exercises

The Board reviewed the dates for the commencement exercises.

3. Reports from the Officers of Student Government Organizations

Derek Shelly, Chair, District-wide Student Council, reported that the Council selected Madeline Levy to be the new Student Trustee.

4. Reports from the Academic Senate Presidents

Nancy Jones, President, Coastline Community College Academic Senate, thanked Ron Berggren, Vice Chancellor of Educational Services; Bill Vega, Chancellor; and Erin Cohn, Director of Public Affairs, for attending the Academic Senate Luncheon. ■ She further noted that the last Senate meeting for the year was held on Tuesday, May 20. ■ In closing, she expressed excitement for the start of the new school year in September.

Carol Burke, President, Orange Coast College Academic Senate, reflected on the long list of retirees and the history leaving the District. She thanked all of the retirees for their years of service, and remarked that it has been a wonderful experience to work with them. Ms. Burke stated that the Faculty-Staff Breakfast, during the week of June 9, will focus on the retiring members of the college. ■ Ms. Burke reported that the Faculty Senate is beginning to work on the issue of student success and how that relates to the need for writing across the curriculum. ■ She informed that the Facilities Committee will continue to revisit and prioritize projects. ■ Ms. Burke also commented that the Master Educational Planning group will be forming a committee to examine the college's vision.

Warren Carter, Golden West College Academic Senate President, informed that Trustee Patterson made a presentation to the Academic Senate on lobbying techniques. ■ He closed with a mention that there is only one more meeting for this academic year.

5. Reports from Employee Representative Groups

None.

Item 7 continued, Report from the Chancellor

6. Reports from the Presidents

Golden West College President Ken Yglesias outlined the following events: the Honors Program, to be held Thursday, May 22, at the Huntington Beach Hotel, which will include a special farewell to Lloyd Wilcox, one of the program's founders; the Staff Breakfast, Friday, May 23, during which glass apples will be presented to retirees; the Nursing Graduation, Wednesday, May 28; GWC Graduation, Thursday, May 29; and the Vocational Educational Advisory Group Breakfast, Thursday, May 29. ■President Yglesias further informed that Keith Yamashita, GWC faculty member Carol Yamashita's son, will be the graduation speaker. Mr. Yamashita first attended GWC, then went on to receive his BA and MBA from Stanford University. He is a consultant on change in San Francisco, principal in his firm Stone Yamashita, and is a change personal coach to the current CEO of Hewlett Packard. ■In a final comment, President Yglesias congratulated Shirley Donnelly, the GWC Manager of the Year.

Coastline Community College President Ding-Jo Currie invited the Board to attend the All District Joint Faculty Art Show, Friday, May 23 through Sunday, June 15, featuring over 50 participants. She also noted there will be a reception at the Art Gallery at South Coast Village, from 6-9 p.m., on the opening night. ■President Currie announced that the Coastline commencement speaker will be Frank Jao. ■In closing, she shared that Judith Garvey is the Coastline Manager of the Year.

Orange Coast College President Gene Farrell thanked Paul Berger, George Brown, Jerry Patterson, Derek Shelly, and Bill Vega for attending the OCC Honors Night, remarking on what an incredible feat the event was. ■He congratulated George Blanc, the Orange Coast College Manager of the Year. ■President Farrell, in closing, informed of the following events: OCC Graduation, Friday, May 30; the Allied Health Pinning, Thursday, May 29; and the Middle College Graduation, Thursday, June 5.

KOCE Vice President Bruce Reed reported that the in-studio screening of the new NOVA program, on the dangerous form of algae invading the southern California coast, was held on Monday, May 19. He extended thanks to Paul Berger for attending this event. ■Mr. Reed also announced that Roger Yoakum is the KOCE Manager of the Year.

7. Report from the Chancellor

Dr. Vega shared that Richard Pagel is District Office Manager of the Year. ■He noted that the G.O. Bond Citizen's Oversight Committee held its first organizational meeting on Wednesday, May 21. Jim Garmon was appointed the Chair. Dr. Vega stated that the meeting went very well and that this will be a very productive working group.

Trustee Berger remarked that it was great to see the committee interaction.

Dr. Vega introduced C.M. Brahmbhatt, Vice Chancellor of Administrative Services, and asked that he provide a budget update based on the Governor's May Revise. Mr. Brahmbhatt reported that the Revise looks good for community colleges, although it will be a burden on Partnership for Excellence and general apportionment. Mr. Brahmbhatt informed that he will be closely monitoring the budget changes and hopes to see the budget legislatively adopted in a timely manner. He also commented that the District is experiencing new expenses, including PERS contributions, a raise in health benefits, and step and column increases, the impact of which the campuses are aware. Mr. Brahmbhatt remarked that enrollment fee changes remain an unanswered question. In conclusion, he shared that, although there are still quite a few unanswered questions, there was an overall good feeling about the budget at a recent meeting of the Association of Chief Business Officials.

8. Reports from the Board of Trustees

Mr. Ruiz mentioned that the "Pass the Gavel" dinner was a wonderful ceremony. He expressed how impressed he was with the growth of the student government participants, remarking that it was a good group of students.

Mr. Howald shared that he too was impressed with the maturation process of the students, expressing how fun it is for the Trustees to observe.

Dr. Berger remarked that the Aristeia Awards was a great event, honoring very important people to KOCE. ■He then thanked Derek Shelly for his year of service as the Student Trustee and complimented him for being the strong silent type who gets things done. Dr. Berger then presented Mr. Shelly with a pen as a thank you from the Board of Trustees.

Mr. Shelley announced that he received a scholarship from Golden West College. ■He thanked the Board, the Chancellor, the Public Relations Office, Donna Waldfogel, Secretary of the Board, and the Board Office Staff for their assistance. He further thanked the Student Council for all their support, which made it possible to reach the Student Council goals for Measure C, the food drive, and creation of a Council website. ■In closing, Mr. Shelly discussed his start at Golden West College and the Coast Community College District.

9. Review of Buildings and Grounds Report

The Board reviewed the Buildings and Grounds Report as listed in the May 21, 2003 Agenda.

10. 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.

11. Quarterly Financial Status Report

The Board reviewed the Quarterly Financial Status Report as presented in the May 21, 2003 Agenda.

12. Internal Audit Services Activity Report for the Period January 1, 2003 to March 31, 2003

Richard Pagel reported on the status of the audit work performed during the quarter ending March 2003. Mr. Pagel further summarized the audit projects scheduled for fiscal year 2002/2003, described the comparison of the budget and actual hours for the period ending March, 2003, and outlined the Board of Trustees activity reporting target schedules.

CONSENT CALENDAR

It was moved by Mr. Ruiz and seconded by Mr. Howald that the amended Consent Calendar be approved. Motion carried with the following vote: Aye - Mr. Brown, Mr. Howald, Mr. Ruiz, and President Berger. (Note: All background reports were included with the May 21, 2003 Agenda and are available on request.)

Item 2a continued, Authorization for Special Projects

1. Travel Authorization

a. 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, as amended.

b. Authorization for Student Trips

Authorization was given for the following student trips:

Orange Coast College

1. A maximum of six Orange Coast College Marine Science students to travel to Nanaimo in Vancouver, B.C., Canada, from June 10-June 15, 2003, to do volunteer work.

2. General Items

a. Authorization for Special Projects

Authorization was given for the following special projects, as amended:

Coastline Community College

1. Coastline Community College Special Programs and Services for the Disabled, to host an Acquired Brain Injury Ice Cream Social Graduation event on Wednesday, May 28, 2003, at the Costa Mesa Center. Ice cream will be served at 10 a.m.; the program will begin at 11 a.m.
2. Coastline Community College Foundation to hold its annual Visionary of the Year Awards Luncheon, June 12, 2003, 11 a.m., at the Hyatt Regency in Huntington Beach. A District bus will be provided for college staff volunteers.
3. Coastline Community College Foundation to hold a fundraiser, May 23-26, 2003, to coincide with the City of Garden Grove Strawberry Festival.

Golden West College

4. Golden West College EOPS to hold a Region 8 EOPS Directors Meeting & Luncheon, May 23, 2003, in Rec. Ed 100.
5. Golden West College to hold the 2004 Foundation Gala, March 13, 2004, the annual fundraising and dinner/gala, at the Hilton Waterfront Beach Resort.

Orange Coast College

6. Orange Coast College Honors Program to host an awards ceremony recognizing students completing the program, to be held May 23, 2003, at the OCC Captain's Table.

Item 2a continued, Authorization for Special Projects

7. Orange Coast College Vietnamese Student Association to host a dinner and dance fundraising event for scholarships to support Vietnamese students at OCC, June 13, 2003, at the Parcel Seafood Restaurant, Westminster, CA.
8. Orange Coast College Service Learning to pay a one-time scholarship stipend for Spring, 2003, NTE \$300 each to Orange Coast College students for participation in the Teaching Scholars Partnership tutoring program held at various elementary school sites in the Newport Mesa Unified School District.
9. Orange Coast College Service Learning to pay a one-time stipend for Spring, 2003, NTE \$300 each to Newport Mesa Unified School District teachers at various sites for mentoring Teaching Scholars Partnership students from Orange Coast College.
10. Orange Coast College Staff to include Brad Avery, Director of Marine Programs; Dennis Kelly, Professor of Marine Science; Robert Profeta, Marine Science Lab Assistant; Douglas Bennett, Director of Institutional Advancement; and Jack Lincke, Adjunct Instructor, Physical Education/Kayaking to travel to Rabbit Island near Nanaimo in Vancouver, B.C. Canada, from June 10-June 15, 2003, without loss of salary.
11. The purpose of the trip is to inspect the island and plan for the future use of Rabbit Island, which was donated to the OCC Foundation in December, 2002. Air travel, rental car, food, boat transportation to Rabbit Island, and lodging NTE \$5,000 will be paid from OCC Foundation funds.
12. Orange Coast College to serve as a testing site for the FAA Airframe and Powerplant License beginning June, 2003.
13. Orange Coast College Vietnamese Student Association to sponsor the 15th Viet Olympiad Tournament to promote students to excel in academic performance, serving community through teamwork, improving Vietnamese language skills, and learning valuable cultural heritage. The tournament will be held on the OCC campus, June 22, June 19, July 13, and September 7, 2003.
14. Orange Coast College Student Projects Space Club to host a live musical performance by “This is Revenge,” in the OCC Quad, on May 22, 2003.
15. Orange Coast College Film and Video Department to sponsor the band “Kickfire,” on May 27, 2003, on the steps of the Robert B. Moore Theatre.
16. Orange Coast College School of Allied Health Professions to host a retirement reception on May 21, 2003, in the OCC Student Services Lounge.
17. Orange Coast College to co-sponsor the Costa Mesa Waves/South County Connie Max to practice and play games on the OCC baseball field, from June 10-July 31, 2003. These games will be used for incoming baseball players and will promote awareness and exposure of the OCC campus and athletic programs.
18. Orange Coast College Diagnostic Medical Sonography club to host a dinner honoring graduating students, to be held May 28, 2003, at the El Torito Grill, Costa Mesa, CA.

Revision to Previous Board Action:

19. Golden West College to hold the annual Patrons Fashion Show, October 4, 2003, at Mile Square Golf Course & Banquet Center in Fountain Valley. (This is to revise location from the Hilton Waterfront Beach Resort; previous Board action 9-18-02.)
20. Orange Coast College to host the annual OCC Math Meet, April 11, 2003, at the OCC Science Hall. (Original Board approval 4/9/03. Revision to change amount.)

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

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

1. Coastline College has applied to the California Community College Chancellor's Office for a Economic and Workforce Development - Industry-Driven Regional Collaborative (IDRC) grant titled "**E-Commerce/Cyber Security Program.**" Coastline College and its partner, Lexington Technology, over a two-year period will provide 25 businesses located in Southern California with security system development training.

Fiscal Impact: Coastline has requested a total of \$173,992 (2003-2004: \$85,696 & 2004-2005: \$88,296) with matching in-kind services of \$175,496. (2003-2004: \$87,200 & 2004-2005: \$88,296)

2. Coastline College has applied to the U.S. Department of Education - Fund for the Improvement of Postsecondary Education (FIPSE) grant titled "**North American Approaches to Enterprise Control (NORATEC).**" The North American Free Trade Agreement remains an unfulfilled promise for many small and medium sized enterprises (SMEs) in Canada, Mexico, and the United States. The NORATEC project will develop, deliver, and evaluate three courses and provide service learning internships.

Fiscal Impact: Coastline College has requested a total of \$200,000 (Year 1: \$30,000; Year 2: \$56,000; Year 3: \$57,000; Year 4: \$57,000) with matching in-kind services of \$129,741. (Year 1: \$32,435; Year 2: \$32,435; Year 3: \$32,435; Year 4: \$32,435)

3. Approval of **Acceptance of Public Telecommunications Facilities Program (PTFP) Grant** to be used for KOCE-TV's DTV Equipment Upgrade.

KOCE applied for and was awarded the PTFP Grant. After review by the Vice Chancellor of Administrative Services and the President of KOCE, it is recommended by the Chancellor that authorization be given to accept the PTFP grant awarded by the National Telecommunications and Information Administration to Coast Community College District for KOCE-TV. The grant will provide assistance towards the purchase of DTV equipment, master control and test equipment, and the microwave link to Mt. Wilson transmitter.

Fiscal Impact: Revenue to the District from the grant is \$596,930.

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

Authorization was given for the disposal of surplus materials and/or equipment which are no longer of value to the using departments; disposal to be made by Roger W. Davis, 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 for Changes in Salary Schedule

Authorization was given for the amended changes in District Salary Schedules listed in the May 21, 2003 Agenda.

e. 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 attached to the May 21, 2003 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.

f. Approval of Clinical Contracts

Authorization was given to enter into clinical contracts, as outlined in the May 21, 2003 Agenda, with institutions in connection with the various Allied Health programs, which are a part of the Coast Community College District curriculum. 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.

3. Personnel Items

The Board authorized special assignments; accepted resignations and/or layoffs and terminations; authorized leaves of absence; appointed substitutes, academic staff; authorized changes in assignment, academic staff; authorized contract amendments; appointed academic staff; appointed classified staff to advertised positions, as amended; authorized reclassification, classification reductions, and reorganizational reassignments, classified staff; authorized temporary out of class and special assignments, classified staff, as amended; authorized schedule changes, classified staff; authorized additional assignments, change in bargaining unit, classified staff; appointed special category, hourly staff, as amended; staff development/ program improvement activities; authorized monthly travel allowances; authorized professional experts; and authorized independent contractors. (A copy of the full Personnel Report is on file with the May 21, 2003 Agenda and is available on request.)

4. Curriculum Approvals

Authorization was given for new courses, course revisions, and general education/graduation requirements. (A copy of the curriculum report is on file with the May 21, 2003 Agenda and is available on request.)

Item 1 continued, Authorization to Adopt a New District Standard Architectural Services Agreement

5. Special Program and Activities

a. Community Education Activities- Orange Coast College

Authorization was given for not-for-credit classes offered by the Community Education Office during the period of May 22, 2003-December 31, 2003.

b. Sailing Program- Orange Coast College

The Board approved non-credit classes that will be offered by the Marine Programs Office during the period of May 22, 2003 through December 31, 2003. The presenters will be paid at a fixed rate or percentage of income based on actual enrollment from Sailing Center funds.

6. Financial Approvals

a. Approval of Purchase Orders

The Board approved purchase orders listed in the amount of \$285,792.21. (A copy of the report is on file with the May 21, 2003 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 \$4,321,604.74. (A copy of the report is on file with the May 21, 2003 Agenda.)

c. Authorization for Special Payments

The Board authorized the special payments, as listed in the May 21, 2003 Agenda.

ACTION ITEMS

Agreements

1. Authorization to Adopt a New District Standard Architectural Services Agreement

It was moved by Mr. Brown and seconded by Mr. Howald that authorization be given for a new District Standard Architectural Services Agreement. The Architect entering into such agreements would provide the services described in the Agreement including, but not limited to, those outlined in Article II - Architect's Basic Services. The District Physical Facilities Office and campuses would use this form when contracting with Architects. The Board further authorized the Chancellor or Vice Chancellor of Administrative Services to sign these agreements.

Motion carried with the following vote: Aye - Mr. Brown, Mr. Howald, Mr. Ruiz, and President Berger.

Fiscal Impact: Unknown. Each project will vary depending on work performed.

2. Authorization to Enter into an Amended Standard Agreement Between Concept Media and the Coast Community College District (GWC)

It was moved by Mr. Ruiz and seconded by Mr. Howald that authorization be given to enter into an amended standard agreement with Concept Media and the Golden West College New Media Center to convert some or all of the video programs into CD-ROM's and DVD's and distribute them. The Board further authorized the Chancellor or Vice Chancellor of Administrative Services to sign this agreement.

Motion carried with the following vote: Aye - Mr. Brown, Mr. Howald, Mr. Ruiz, and President Berger.

Fiscal Impact: Concept Media (Distributor) shall pay GWC a royalty of 15% on sales of any CD-ROM or DVD products that the Distributor creates within 45 days of the end of each calendar quarter.

3. Authorization to Enter into a New Nonstandard Agreement Between the Commission on Peace Officers Standards & Training (POST) and the Coast Community College District (GWC)

It was moved by Mr. Howald and seconded by Mr. Ruiz that authorization be given to enter into a new nonstandard agreement with POST which is providing laptop computers and related equipment for the Golden West College Criminal Justice Training Center to provide online testing of academy recruits. The term of the agreement is May 21, 2003 - January 1, 2004. The Board further authorized the Chancellor or Vice Chancellor of Administrative Services to sign this agreement.

Motion carried with the following vote: Aye - Mr. Brown, Mr. Howald, Mr. Ruiz, and President Berger.

Fiscal Impact: The laptop computers will be provided to the college by POST through monies made available by a grant.

4. Authorization to Amend the Existing Agreements Between ACCENT (International Consortium for Academic Programs Abroad) and the Coast Community College District

It was moved by Mr. Brown and seconded by Mr. Howald that authorization be given to amend the Travel Contractor Agreements for the Splendors of Florentine Art Study Abroad program, previously Board approved on 06/19/02; and the Summer in Paris and the Summer in Florence Study Abroad programs, previously Board approved on 04/03/02, as described in the Amendment documents.

The Board further authorized the Vice Chancellor of Administrative Services and the Vice Chancellor of Educational Services to sign these amendments.

Motion carried with the following vote: Aye - Mr. Brown, Mr. Howald, Mr. Ruiz, and President Berger.

Fiscal Impact: None

5. Authorization to Enter into a New Nonstandard Agreement Between Marketworks and the Coast Community College District (GWC)

It was moved by Mr. Howald and seconded by Mr. Ruiz that authorization be given to enter into a new nonstandard agreement with Marketworks for the sale of advertising for Golden West College athletic programs. The term of the agreement is May 8, 2003 - June 30, 2004. The Board further authorized the Chancellor or Vice Chancellor of Administrative Services to sign this agreement.

Motion carried with the following vote: Aye - Mr. Brown, Mr. Howald, Mr. Ruiz, and President Berger.

Fiscal Impact: Profits will be shared with 50% to GWC and 50% to Marketworks

6. Authorization to Enter into a New Standard Agreement Between Cassis Travel, Inc., and the Coast Community College District (GWC)

It was moved by Mr. Brown and seconded by Mr. Howald that authorization be given to enter into a standard agreement with Cassis Travel, Inc., as the travel contractor for the GWC Symphonic Band Trip to Washington, D.C., and Fredericksburg, VA. The term of the agreement will be August 1-10, 2003.

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

Motion carried with the following vote: Aye - Mr. Brown, Mr. Howald, Mr. Ruiz, and President Berger.

Fiscal Impact: All payments by tour participants for travel services shall be made to the travel contractor. Travel contractor shall account to CCCD for the total cost of the trip.

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

1. Authorization to Employ AEPC; Orange Coast College Robert B. Moore Theater Lighting Upgrade

It was moved by Mr. Ruiz and seconded by Mr. Brown that authorization be given to employ AEPC for engineering services for the Orange Coast College Robert B. Moore Theater Lighting Upgrade.

The scope of services are to include the following tasks:

1. Verify as-built conditions and measure existing lighting level \$14,940

This scope includes preparation of demolition drawings. Research with lighting vendors to incorporate new fixtures similar to appearance of existing fixtures. Prepare single line diagrams with panel schedules. Prepare new lighting plan designed for adequate lighting level for lecture hall. Obtain Department of State Architect (DSA) approval. Includes reimbursable expenses.

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 - Mr. Brown, Mr. Howald, Mr. Ruiz, and President Berger.

Fiscal Impact: \$14,940 (General Obligation Bond Fund)

2. Authorization to Employ Facility Master Planners for Orange Coast College, Golden West College and Coastline College

Due to the passing of the Measure C General Obligation Bond, it is critical to hire qualified Facility Master Planners in order to time-sequence bond projects as well as to plan for the most appropriate location of new buildings on campuses.

In order to facilitate project implementation for Measure C projects, the District issued and published an invitation for Request for Qualifications for Facility Master Planners. Forty-six (46) firms received the Request for Qualification packets with eighteen (18) firms responding. Orange Coast College, Golden West College and Coastline College participated in paper screening the firms and selecting qualified firms to interview.

It was moved by Mr. Ruiz and seconded by Mr. Brown that authorization be given to employ the following firms for facility master planning at Orange Coast College, Golden West College and Coastline College.

Orange Coast College	Maas Companies with HPI	Not to Exceed	\$350,000
Golden West College	Gonzalez Goodale Architects	Not to Exceed	\$300,000
Coastline College	MDA Johnson Favaro	Not to Exceed	\$257,000

The Board further authorized the Chancellor or Vice Chancellor of Administrative Services to sign the District's standard consultant agreement

Motion carried with the following vote: Aye - Mr. Brown, Mr. Howald, Mr. Ruiz, and President Berger.

Fiscal Impact: \$907,000 (Measure C General Obligation Funds)

General Items of Business

1. Approval of Instructional Material Fees

It was moved by Mr. Ruiz and seconded by Mr. Brown to approve the modification of the material fees schedule as outlined in the May 21, 2003 Agenda.

Motion carried with the following vote: Aye - Mr. Brown, Mr. Howald, Mr. Ruiz, and President Berger.

2. Ratification of New Student Trustee Representative to the Board of Trustees

It was moved by Mr. Ruiz and seconded by Mr. Brown to ratify the election of Madeline Levy so that she may assume the position of Student Trustee for the 2003-2004 academic year with the term beginning June 1, 2003, and ending May 31, 2004. The formal swearing in of the new Student Trustee will occur during the June 18 Regular Meeting of the Board.

Motion carried with the following vote: Aye - Mr. Brown, Mr. Howald, Mr. Ruiz, and President Berger.

Resolutions

1. Adoption of Resolution of April 2003 Budget Transfers

It was moved by Mr. Brown and seconded by Mr. Ruiz to adopt the Resolution of April 2003 budget transfers, with a total of one hundred forty-six transfers for April, twenty-four of which are restricted.

Motion carried with the following vote: Aye - Mr. Brown, Mr. Howald, Mr. Ruiz, and President Berger.

2. Adoption of Resolution Authorizing Payment to Trustee Absent from Board Meeting

It was moved by Mr. Ruiz and seconded by Mr. Brown to adopt the Resolution authorizing payment to Trustee Patterson, absent from the Board meeting on May 21, 2003.

Motion carried with the following vote: Aye - Mr. Brown, Mr. Howald, Mr. Ruiz, and President Berger.

3. Adoption of Resolution on the Design and Construction of High Performance Schools

It was moved by Mr. Ruiz and seconded by Mr. Howald to adopt the Resolution on the design and construction of high performance schools. The Board resolved to direct staff to pursue all sustainable design financial incentives from Federal, State and utility sources; that the high performance design criteria developed in corporation with the CHPS, the six (6) CHPS categories (site, water, energy, materials indoor environmental quality, District resolutions) shall be utilized by CHPS certified architects in the design development of new and modernization projects; that the Board of Trustees direct staff to continue its effort to ensure that every project incorporates the Collaborative for High Performance Schools, CHPS criteria to the maximum extent feasible, and minimally meet and preferable exceed the 30% the 28 point minimum CHPS qualifying level. The Board further resolved to direct the Coordinator of the Physical Facilities Department, in consultation with the Vice Chancellor of Administrative Services, to develop more resource efficient design criteria for use in the construction of new buildings and the renovation of existing District campuses.

Motion carried with the following vote: Aye - Mr. Brown, Mr. Howald, Mr. Ruiz, and President Berger.

Recess to Closed Session

It was moved by Mr. Howald and seconded by Mr. Ruiz that the Board discuss the following item in Closed Session:

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

Agency Negotiator:	Dr. John Renley, Vice Chancellor of Human Resources
Employee Organization:	International Alliance of Theatrical Stage Employees, Local 659/International Photographers of the Motion Picture Industry (IATSE)

Reconvene Regular Meeting

The Board reconvened in Open Session at 8:44 p.m., to report action taken in Closed Session:

No action was taken.

Adjournment

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

The meeting was adjourned at 8:45 p.m.

Secretary