

**Tuesday, September 19, 2017
Regular Meeting of the Board of Trustees**

**1370 Adams Avenue
Costa Mesa, CA 92626
Board Room
3:45 p.m. Closed Session
5:00 p.m. Open Session**

1. Preliminary Matters

Subject **1.01 Call to Order**

Meeting Sep 19, 2017 - Regular Meeting of the Board of Trustees

Type Preliminary Matters

Call to Order

It is the intention of the Coast Community College District to comply with the Americans with Disabilities Act (ADA) in all respects. If, as an attendee or a participant at this meeting, you will need special assistance beyond what is normally provided, the Coast Community College District will attempt to accommodate you in every reasonable manner. Please contact the Secretary of the Board/District Director of the Office of the Board of Trustees at (714) 438-4848 as soon as possible to inform us of your particular needs so that appropriate accommodations may be made.

1. Preliminary Matters

Subject **1.02 Roll Call**

Meeting Sep 19, 2017 - Regular Meeting of the Board of Trustees

Type Preliminary Matters

Roll Call

1. Preliminary Matters

Subject **1.03 Public Comment (Items on Closed Session Agenda)**

Meeting Sep 19, 2017 - Regular Meeting of the Board of Trustees

Type Preliminary Matters

Public Comment (Items on Closed Session Agenda)

Members of the public have the opportunity to address the Board of Trustees on any Closed Session item listed in Section 1.04 of this agenda. Persons wishing to make comments are allowed five minutes per item. A "Request to Address the Board of Trustees" card needs to be completed and filed with the Secretary of the Board of Trustees prior to speaking.

Public Comment regarding subject matter not on the agenda will be taken at a later point in the agenda. Please note that the Board cannot take action on any items not on the agenda, with certain exceptions as outlined in the Brown Act. Matters brought before the Board that are not on the agenda may, at the Board's discretion, be referred to staff or placed on the next agenda for Board consideration.

1. Preliminary Matters

Subject	1.04 Recess to Closed Session
Meeting	Sep 19, 2017 - Regular Meeting of the Board of Trustees
Type	Preliminary Matters

Recess to Closed Session

(Conducted in accordance with applicable sections of California law. Closed Sessions are not open to the public).

a. Public Employee Discipline/Dismissal/Release

(Pursuant to Government Code Section 54957)

b. Public Employment (Pursuant to Government Code 54957(b)(1))

1. Approval of Appointment of Full Time Faculty
2. Ratification of Appointment of Substitutes, Academic Staff
3. Ratification of Appointment of Part-time Faculty
4. Approval of Appointment of Educational Administrators
5. Approval of Appointment of Classified Management
Director, Human Resources
6. Approval of Appointment of Classified Staff
Program Facilitator-Global Engagement Center
District Recruitment Coordinator
Typist Clerk, Intermediate
7. Approval of Reclassification and Reorganization/Reassignment, Classified Staff
8. Ratification of Temporary Out of Class Assignments, Classified & Confidential Staff
Acting Dist Dir Board Operations/Secty of the Board
Admissions & Records Tech II
Military/Contract Educ Tech III
Executive Assistant to the President
Staff Development Trainer
9. Ratification of Project-Specific Assignment, Classified Staff
Staff Assistant Facilities
IT Services Analyst
Student Financial Aid Assistant II
EOPS/Care/CAFYES & foster Youth Specialist
Administrative Assistant to the Vice President
Office Assistant I
10. Ratification of Appointment of Short Term Hourly Staff
11. Ratification of Appointment of State Mandated Substitute, Classified Staff
12. Ratification of Appointment of Student Workers

c. Conference with Legal Counsel: Existing Litigation

(Pursuant to sub-section "d-1" of Government Code Section 54956.9)

City of Huntington Beach et al. vs. California Director of Finance et al., California Court of Appeal Case No. C076809

City of Fountain Valley et al. vs. Michael Cohen et al., California Court of Appeal Case No. C081661

City of Westminster vs. Cohen et al., Sacramento County Superior Court Case No. 34-2013-80001665

Kimlan Nguyen vs. Coast Community College District et al., Equal Employment Opportunity Commission Charge No. 480- 2014-00049

Coast Community College District et al. vs. Commission on State Mandates, Sacramento County Superior Court Case No. 34-2014-80001842

Reginald Lewis vs. Coast Community College District et al., Department of Fair Employment and Housing Case No. 359115-125003

Heidi Mattingly-Viers vs. Coast Community College District, Orange County Superior Court Case No. 30-2015-00819631

John Merzweiler vs. Houlihan et al., Orange County Superior Court Case No. 30- 2014-00714677

Constance George vs. Coast Community College District et al., Orange County Superior Court Case No. 30-2016-00865168

Emma Adams vs. Coast Community College District et al, Department of Fair Employment and Housing Case No. 758894-221724
 F. W. Brady Development, Inc. vs. Construct 1 One Corp. et al., Orange County Superior Court Case No. 30-2016-00883380
 Michelle Wang vs. Coast Community College District, Equal Employment Opportunity Commission Case No. 480-2017-01086
 Coast Community College District vs. Robert McDougal, Orange County Superior Court Case No. 30-2017-00907612
 Orange Coast College, Office for Civil Rights, Case No. 09-17-2403
 Golden West College, Office for Civil Rights, Case No 09-15-2045
 Sue Primich vs. Coast Community College District, Department of Fair Employment and Housing Case No. 778850-255792
 Coast Community College District vs. Coast Federation of Classified Employees, Public Employment Relations Board, Unfair Practice Charge Case No. LA- CO-1702-E
 Coast Federation of Classified Employees vs. Coast Community College District, Public Employment Relations Board Unfair Practice Charge Case No. LA-CE-6243-E
 Ronald Pryor vs. Coast Community College District, Department of Fair Employment and Housing Case No. 826405-282725
 Diana Sharp vs. Coast Community College District, Arbitration
 Ailene Nguyen and Christine Nguyen vs. Coast Community College District et al., Orange County Superior Court Case No. 30-2017-00939524

d. Conference with Legal Counsel: Anticipated Litigation

Significant exposure to litigation pursuant to sub-section “d-2” of Government Code Section 54956.9. Two cases: threatened litigation by William Hoang and by Kevin Shenkman.

e. Conference with Labor Negotiator

(Pursuant to Government Code Section 54957.6)

District Negotiator: Dr. Cindy Vyskocil, Vice Chancellor Human Resources
 and Dr. John Weispenning, Chancellor

Employee Groups:

Coast Federation of Classified Employees (CFCE),

Coast Community College Association-California Teachers Association/National Education Association (CCCA-CTA/NEA),

Coast Federation of Educators/American Federation of Teachers (CFE/AFT),

Unrepresented Employees: Association of Confidential Employees (ACE), Unrepresented Employees: Coast District Management Association (CDMA)

f. Conference with Real Property Negotiator

(Pursuant to Government Code Section 54956.8)

Property: Orange Coast College Student Housing Development

District’s Negotiators: Dr. Richard Pagel and Matthew Bohannon of Brailsford and Dunlavey.

Negotiating Party: Servitas Development, LLC

Under Negotiation: Price and terms of payment

1. Preliminary Matters

Subject **1.05 Reconvene to Open Session**

Meeting Sep 19, 2017 - Regular Meeting of the Board of Trustees

Type Preliminary Matters

Reconvene to Open Session

1. Preliminary Matters

Subject **1.06 Pledge of Allegiance**

Meeting Sep 19, 2017 - Regular Meeting of the Board of Trustees

Type Preliminary Matters

Pledge of Allegiance - Student Trustee Venegas

1. Preliminary Matters

Subject **1.07 Report of Action in Closed Session**

Meeting Sep 19, 2017 - Regular Meeting of the Board of Trustees

Type Preliminary Matters

Report of Action in Closed Session

1. Preliminary Matters

Subject	1.08 Public Comment
Meeting	Sep 19, 2017 - Regular Meeting of the Board of Trustees
Type	Preliminary Matters

Public Comment

Members of the public have the opportunity to address the Board of Trustees on any item within the subject matter jurisdiction of the Board. Persons wishing to make comments are allowed five minutes per item. A "Request to Address the Board of Trustees" card needs to be completed and filed with the Secretary of the Board/District Director of the Office of the Board of Trustees prior to speaking.

The Board requests that the public speak on matters which are on this agenda at the time that the item is considered by the Board. Please note that the Board cannot take action on any items not on the agenda, with certain exceptions as outlined in the Brown Act. Matters brought before the Board that are not on the agenda may, at the Board's discretion, be referred to staff or placed on the next agenda for Board consideration.

1. Preliminary Matters

Subject **1.09 Acceptance of Retirements**

Meeting Sep 19, 2017 - Regular Meeting of the Board of Trustees

Type Preliminary Matters

Acceptance of Retirement

It is recommended that the retirement for the following employee with 10 years or more of service to the District be accepted:

Michael Taylor, OCC, Instructor, retirement effective December 17, 2017

2. Informative Reports

Subject	2.01 DIS - Update on State Authorization Reciprocity Agreements (SARA)
Meeting	Sep 19, 2017 - Regular Meeting of the Board of Trustees
Type	Informative Reports

Update on State Authorization Reciprocity Agreements (SARA)

At the February 15, 2017 Board of Trustees meeting, the Board discussed a report on the State Authorization Reciprocity Agreements (SARA). At the March 15, 2017 Board of Trustees meeting, the Board approved resolution #17-06 in support of the State of California joining SARA. At the May 17, 2017 Board of Trustees meeting, the Board discussed an update report on SARA. The attached report provides an update on SARA since May 17, 2017 and strategies to be pursued in 2017-18. The Board Legislative Affairs Committee discussed the attached report at its September 7, 2017 meeting. This report responds to item #1 on the monthly Board log. (**See Attachment #1**).

Contact person: Dr. Andreea Serban, Vice Chancellor Educational Services and Technology

File Attachments

[Update on SARA 9-11-2017.pdf \(861 KB\)](#)

2. Informative Reports

Subject **2.02 CCC - Faculty/Student/Program Highlight**

Meeting Sep 19, 2017 - Regular Meeting of the Board of Trustees

Type Informative Reports

Faculty/Student/Program Highlight

Coastline Community College will highlight the Art Gallery integrated within the community.

Contact: David M. Lee, Faculty and Robin King, Student.

3. Matters for Review, Discussion and/or Action

Subject **3.01 Board Meeting Dates**

Meeting Sep 19, 2017 - Regular Meeting of the Board of Trustees

Type Matters for Review, Discussion and/or Action

Board Meeting Dates

File Attachments

[Board Meeting dates 2017 for agenda including public hearings.pdf \(195 KB\)](#)

3. Matters for Review, Discussion and/or Action

Subject **3.02 Meetings and Conferences of the AACCC, ACCT, CCLC and CCCT**

Meeting Sep 19, 2017 - Regular Meeting of the Board of Trustees

Type Matters for Review, Discussion and/or Action

Meetings and Conferences of the AACCC, ACCT, CCLC and CCCT

September 25-28, 2017, ACCT Leadership Congress, Las Vegas, NV

November 16-18, 2017, CCLC Annual Convention, San Jose, CA

January 28-29, 2018, CCLC Annual Legislative Conference, Sacramento, CA

January 26-28, 2018, CCLC Effective Trusteeship and Board Chair Workshops, Sacramento, CA

February 11-14, 2018, ACCT National Legislative Summit, Washington, DC

3. Matters for Review, Discussion and/or Action

Subject **3.03 DIS - Semi Annual Report: Board Goals and Chancellor Action Plans**

Meeting Sep 19, 2017 - Regular Meeting of the Board of Trustees

Type Matters for Review, Discussion and/or Action

Semi Annual Report: Board Goals and Chancellor Action Plans

The attached report provides information and status updates on the action plans associated with the 2015-17 Board Goals and responds to item #1 on the Annual Board Directives Log. **(See Attachment #2).**

Contact person: Dr. John Weispenning, Chancellor

File Attachments

[Semi-Annual Report - Board Goals and Chancellor Action Plans 2015-17 9-12-2017.pdf \(151 KB\)](#)

3. Matters for Review, Discussion and/or Action

Subject	3.04 DIS - Discussion of and Action on Approach and Timeline for Conducting the Board Self Evaluation
Meeting	Sep 19, 2017 - Regular Meeting of the Board of Trustees
Type	Matters for Review, Discussion and/or Action

Discussion of and Action on Approach and Timeline for Conducting the Board Self Evaluation

Per Board Policy 2745 (**See Attachment #3**), the Board conducts a self evaluation during fall of each odd numbered year. In accordance with the policy, the Board conducted its most recent self evaluation in fall 2015. The self evaluation consisted of:

- An online survey provided to all District employees (**See Attachment #3a**)
- An online survey provided to the Board members (**See Attachment #3b**)
- Discussion of the survey results
- Discussion of the status of the Board goals for 2013-15
- Discussion and establishment of new Board goals for 2015-17

The following are topics for discussion and decision for the Board of Trustees:

Survey instruments:

- Review and decide on the survey instruments to be used for the self evaluation to be conducted in fall 2017

Recommended Timeline:

- Assuming the survey instruments remain the same as in 2015
 - deploy the online survey to all employees no later than September 25, 2017 with a deadline to complete of October 9, 2017
 - deploy the online survey to all Board members no later than September 25, 2017 with a deadline to complete of October 9, 2017
- District Research, Planning and Institutional Effectiveness prepares reports of survey results by October 18, 2017 and provides the reports to the Board Secretary
- Board discusses survey results at the November 1, 2017 meeting and, if needed, continues discussion at the November 15, 2017 meeting
- Board discusses the status of the Board goals for 2015-17 and considers establishing new Board goals for 2017-19 at the November 1, 2017 meeting and, if needed, continues discussion at the November 15, 2017 meeting

Recommendation: It is recommended that the Board takes action regarding both (a) the evaluation instruments and (b) the timeline for conducting the evaluation.

Contact Person: David Grant, President of the Board of Trustees

File Attachments

- [BP_2745_Board_Self_Evaluation.pdf \(21 KB\)](#)
- [Board_Evaluation_Survey_Employees_2015.pdf \(262 KB\)](#)
- [Board_Evaluation_Survey_Board_Members_2015.pdf \(473 KB\)](#)

3. Matters for Review, Discussion and/or Action

Subject **3.05 DIS - Legislative Affairs Board Committee Recommendation**

Meeting Sep 19, 2017 - Regular Meeting of the Board of Trustees

Type

Board Legislative Affairs Committee Recommendation

After review, the Legislative Affairs Committee recommends that the Board approves the support letter requesting Governor Jerry Brown's signature on AB 19 (Santiago), which would establish the California College Promise. The program outlined in AB 19, would be administered by the Chancellor of the California Community Colleges and would distribute funding to each community college in order to aid students and waive the \$46 per unit fee for one academic year for first-time students who enroll full time. (**See Attachment #4**)

Contact Persons: Trustees Prinsky and Patterson

File Attachments

[AB 19 - Support Letter.pdf \(280 KB\)](#)

3. Matters for Review, Discussion and/or Action

Subject	3.06 Board Directives Log
Meeting	Sep 19, 2017 - Regular Meeting of the Board of Trustees
Type	Matters for Review, Discussion and/or Action

Board Directives Log

The Board Directives Log tracks requests made by the Board of Trustees. A copy of the Board Directives Log is available for review in the Board of Trustees' Office and at Board Meetings. The Board may take action pertaining to matters on the log by adding, deleting, or modifying items.

4. Consent Calendar (Items 4.01 - 16.01)

Subject	4.01 Consent Items
Meeting	Sep 19, 2017 - Regular Meeting of the Board of Trustees
Type	Consent

Items on the Consent Calendar may be adopted by a single motion of the Board of Trustees. To have an item considered separately, a request must be made prior to the adoption of the motion to approve the Consent Calendar.

5. Travel

Subject **5.01 DIS - Approval of Travel for Attendance at Meetings and/or Conferences**

Meeting Sep 19, 2017 - Regular Meeting of the Board of Trustees

Type Consent

Meetings for the Board of Trustees

Conrad J Moreno, Board Member (CCCD), to attend the Hispanic Association of Colleges and Universities Trustees Forum, October 30-31, 2017, San Diego, CA, with reimbursement for actual expenses, including a registration fee of \$150, to be paid from District Conference Funds - Board.

Conrad J Moreno, Board Member (CCCD), to attend the Board of Governors Meeting, September 18-19, 2017, Santa Ana, CA, with reimbursement for actual expenses, to be paid from District Conference Funds - Board.

Meetings for Faculty and Staff

Jesus J Alcala, Staff Asst Sr (CCC), to attend the Vietnam Education Fair, October 1-7, 2017, Ho Chi Minh City, Vietnam without loss of salary, with reimbursement for allowable expenses of \$5450, including a registration fee of \$2450, travel by Air Coach, to be paid from Campus Support Ancillary.

Mai T Le, SSSP Coordinator (CCC), to attend the Vietnam Educational Fair, September 30- October 7, 2017, Ho Chi Minh City, Danan, Vietnam without loss of salary, with reimbursement for allowable expenses of \$4500, including travel by Air Coach, to be paid from Campus Support Ancillary.

Kathryn L Mueller, Dean Enrollment Services (OCC), to attend the Education USA Brunei Fair and Meetings, September 27 - October 3, 2017, Bandar Seri Begawan Brunei, Brunei without loss of salary, with reimbursement for allowable expenses of \$3000, including travel by Air Coach, to be paid from Global Engagement Center Funds.

Christine P Nguyen, Vice Pres Admn Svcs (CCC), to attend the Vietnam Educational Fair, September 30 - October 7, 2017, Ho Chi Minh, Danan, Vietnam without loss of salary, with reimbursement for allowable expenses of \$7000, including a registration fee of \$2550, travel by Air Coach, to be paid from Campus Support Ancillary.

John T Weispenning, Chancellor (CCCD), to attend the Accrediting Commission for Community and Junior Colleges (ACCJC) Workgroup Presentation to the California Community Colleges Chief Executive Officers Board, September 15, 2017, Sacramento, CA, without loss of salary, with reimbursement for actual expenses, including travel by Air Coach, to be paid from Chancellor's Conference Funds. Justification for late submittal: Presentation was confirmed after the September 6, 2017, Board agenda deadline.

Revision to Previously Ratified Travel

Kristoffer B Toribio, Asst Dir, Int'l Recruit Admiss (OCC), to attend the Ryugaku Journal World Fall Fair 2017 - Education USA Asia Tour, September 30 - October 26, 2017, Tokyo, Japan without loss of salary, with reimbursement for allowable expenses of \$17000, including a registration fee of \$4800, travel by Air Coach, to be paid from Global Engagement Center Funds. Traveler will attend the EducationUSA Asia Tour fairs and will travel to various Asian countries. Travel locations include Tokyo, Japan, HochiMinh, Vietnam, Medan, Indonesia and Korea. The reason for this revision is to increase the not to exceed amount and revise the departure date.

5. Travel

Subject **5.02 DIS - Ratification of Administratively Approved Travel for Attendance at Meetings and Conferences**

Meeting Sep 19, 2017 - Regular Meeting of the Board of Trustees

Type Consent

Loretta P Adrian, President (CCC), to attend the Accrediting Commission Self Evaluation Training for Coast District, September 19, 2017, Irvine, CA, without loss of salary, with reimbursement for allowable expenses of \$50, to be paid from College Accreditation Funds.

Administrative Approval: 8/22/2017

Loretta P Adrian, President (CCC), to attend the Institutional Effectiveness Partnership Initiative Leadership Summit, October 6, 2017, Irvine, CA, without loss of salary, with no reimbursement authorized from District funds, to be paid for by the sponsoring agency.

Administrative Approval: 8/16/2017

Loretta P Adrian, President (CCC), to attend the Institutional Effectiveness Partnership Initiative Change Leadership Meeting, September 13, 2017, Walnut, CA, without loss of salary, with no reimbursement authorized from District funds, to be paid for by the sponsoring agency.

Administrative Approval: 8/29/2017

Darian F Aistrich, Project Coordinator (CCC), to attend the Grant Writing USA workshop, September 7-8, 2017, Anaheim, CA, without loss of salary, with reimbursement for allowable expenses of \$750, including a registration fee of \$455, to be paid from Planning and Development Conference Funds.

Administrative Approval: 8/22/2017

Juan C Amescua, Student Equity Specialist (OCC), to attend the Charlottesville: A Conversation with Reverend Jesse Jackson, Sr. at University of California, Irvine, September 8, 2017, Irvine, CA, without loss of salary, with reimbursement for allowable expenses of \$20, to be paid from Student Equity Plan Funds.

Administrative Approval: 9/7/2017

Sylvia E Amitoelau, (Ancillary) Educ Tech Designer (CCC), to attend the DevLearn 2017 Conference and Expo, October 22-27, 2017, Las Vegas, CA, without loss of salary, with reimbursement for allowable expenses of \$3800, including a registration fee of \$1724, travel by Air Coach, to be paid from FSC General Funds.

Administrative Approval: 8/29/2017

Jonathan W Arnold, Chf Police/Dir Cam Saf Emg Res (GWC), to attend the California College and University Police Chiefs Training Conference, October 31 - November 3, 2017, Shell Beach, CA, without loss of salary, with reimbursement for allowable expenses of \$832, to be paid from Public Safety Funds.

Administrative Approval: 9/7/2017

Jonathan W Arnold, Chf Police/Dir Cam Saf Emg Res (GWC), to attend the National Parking Association Convention and Exposition, October 3-4, 2017, Palm Springs, CA, without loss of salary, with reimbursement for allowable expenses of \$390, to be paid from Public Safety Funds.

Administrative Approval: 9/7/2017

Kevin T Ballinger, Vice President Of Instruction (OCC), to attend the California Community Colleges Chief Instructional Officers Fall Conference, October 24-27, 2017, San Diego, CA, without loss of salary, with reimbursement for allowable expenses of \$2000, including a registration fee of \$400, to be paid from VP Management Funds.

Administrative Approval: 8/24/2017

Kevin T Ballinger, Vice President Of Instruction (OCC), to attend the Self Evaluation Training for Orange Coast College, September 19, 2017, Irvine, CA, without loss of salary, with reimbursement for allowable expenses of \$100, to be paid from Accreditation Ancillary Funds.

Administrative Approval: 8/23/2017

Stephen G Barnes, Instructor (CCC), to attend the 2017 American Association for Paralegal Education National Conference, October 17-21, 2017, Albuquerque, NM, without loss of salary, with reimbursement for allowable expenses of \$1589, including a registration fee of \$525, travel by Air Coach, to be paid from Perkins Grant Funds.
Administrative Approval: 9/6/2017

Michael J Beale, Specialist Aide (OCC), to attend the Strengthening Student Success Conference, October 10-14, 2017, Burlingame, CA, without loss of salary, with reimbursement for allowable expenses of \$2500, including a registration fee of \$785, travel by Air Coach, to be paid from SSSP Funds.
Administrative Approval: 9/1/2017

Ryan D Boyd, Instructor, ESL (CCC), to attend the California Acceleration Project Fall 2017 1-Day Workshops: Southern California, September 15, 2017, Torrance, CA, without loss of salary, with reimbursement for allowable expenses of \$78, including a registration fee of \$28, to be paid from BSSOAP Funds.
Administrative Approval: 8/28/2017

Tanisha L Bradfield, Dir Financial Aid (OCC), to attend the 2017 California Association of Student Financial Aid Administrators, October 28-31, 2017, Monterey, CA, without loss of salary, with reimbursement for allowable expenses of \$2000, including a registration fee of \$410, travel by Air Coach, to be paid from BFAP Funds.
Administrative Approval: 8/24/2017

Nathan P Brais, Dir., Stu Life and Ldrship Dev (CCC), to attend the California Community Colleges Civic Engagement Summit, October 5-6, 2017, Santa Clarita, CA, without loss of salary, with reimbursement for allowable expenses of \$250, including a registration fee of \$81, to be paid from Civic Impact Grant.
Administrative Approval: 8/22/2017

Stephanie M Bridges, Instructor, English (CCC), to attend the California Acceleration Project Fall 2017 1-Day Workshops: Southern California, September 15, 2017, Torrance, CA, without loss of salary, with reimbursement for allowable expenses of \$78, including a registration fee of \$25, to be paid from BSSOAP Funds.
Administrative Approval: 9/1/2017

Johns W Bryan, President (GWC), to attend the Institutional Effectiveness Partnership Initiative (IEPI) Guided Pathways, September 28, 2017, Irvine, CA, without loss of salary, with reimbursement for allowable expenses of \$100, including a registration fee of \$75, to be paid from College Discretionary.
Administrative Approval: 8/29/2017

Desire J Campusano, Outreach Pgm Spec (GWC), to attend the Adult Education Block Grant Regional Data Training, August 29 - 30, 2017, Anaheim, CA, without loss of salary, with reimbursement for allowable expenses of \$200, to be paid from AEBG (20% each Activity codes A-E). Data collection, accountability, assessment basics and program outcomes. Late because paperwork was misplaced and there was a delay in submitting for mileage reimbursement.
Administrative Approval: 9/1/2017

David K Cant, Dir Of Maint & Oprtn (CCC), to attend the American Red Cross Disaster Preparedness Academy, September 21, 2017, Anaheim, CA, without loss of salary, with reimbursement for allowable expenses of \$140, including a registration fee of \$115, to be paid from Disaster Preparedness Funds.
Administrative Approval: 8/30/2017

Lori A Cassidy, Librarian (OCC), to attend the 2017 Open Educational Resources Summit for Zero Textbook Cost Degrees, September 7-8, 2017, Santa Clarita, CA, without loss of salary, with reimbursement for allowable expenses of \$200, to be paid from Foundation.
Administrative Approval: 8/30/2017

Rachel Cervantes, Adm/Records Tech 3 (CCC), to attend the Veteran Program Administrators of California, September 15, 2017, Walnut, CA, without loss of salary, with reimbursement for allowable expenses of \$55, to be paid from Veterans Program.
Administrative Approval: 9/6/2017

Cheryl A Chapman, Hourly Instructor (CCC), to attend the Online Education Initiative Consortium Meeting, September 7-8, 2017, Sacramento, CA, without loss of salary, with reimbursement for allowable expenses of \$150, to be paid from DL General Funds.

Administrative Approval: 8/22/2017

Cheryl A Chapman, Hourly Instructor (CCC), to attend the DevLearn 2017 Conference and Expo, October 22-27, 2017, Las Vegas, CA, without loss of salary, with reimbursement for allowable expenses of \$3800, including a registration fee of \$1724, travel by Air Coach, to be paid from FSC General Funds.

Administrative Approval: 8/29/2017

Felicia J Coco, Instructor (OCC), to attend the Pacific Southern California Forensic Association Annual Coaches Conference, September 7-10, 2017, Rancho Mirage, CA, without loss of salary, with reimbursement for allowable expenses of \$777, to be paid from CFE Contracted Full-Time Conference Funds - General Funds.

Administrative Approval: 9/6/2017

Heather M Codding, Counselor (OCC), to attend the Official Guiding the Health Professions: A Conference for Counselors, September 29, 2017, Long Beach, CA, without loss of salary, with reimbursement for allowable expenses of \$50, to be paid from SSSP Funds.

Administrative Approval: 9/5/2017

Paula L Coker, Mil/Cont Ed Stf Aide (CCC), to attend the Elwyn Fall Fling, September 23, 2017, Garden Grove, CA, without loss of salary, with reimbursement for allowable expenses of \$60, including a registration fee of \$60, to be paid from Public Relations/Marketing Conference Funds.

Administrative Approval: 8/15/2017

Sean P Connor, Instructor (OCC), to attend the Pacific Southern California Forensics Association Annual Coaches Conference, September 8-10, 2017, Rancho Mirage, CA, without loss of salary, with reimbursement for allowable expenses of \$270, to be paid from CFE Contract Full-Time Conference Funds.

Administrative Approval: 9/5/2017

Shahin S Davari, Instructor (OCC), to attend the Pacific Southern California Forensics Association Annual Coaches Conference, September 8-10, 2017, Rancho Mirage, CA, without loss of salary, with reimbursement for allowable expenses of \$270, to be paid from CFE Contract Full-Time Conference Funds.

Administrative Approval: 9/5/2017

Christopher J De Surra, Instructor (OCC), to attend the Pacific Southern California Forensic Association Annual Coaches Conference, September 7-10, 2017, Rancho Mirage, CA, without loss of salary, with reimbursement for allowable expenses of \$777, to be paid from CFE Contracted Full-Time Conference Funds - General Funds.

Administrative Approval: 9/6/2017

Rendell E Drew, Instructor (OCC), to attend the Equity In Faculty Hiring at Community Colleges Institute (CUE), September 28-29, 2017, Los Angeles, CA, without loss of salary, with reimbursement for allowable expenses of \$911, including a registration fee of \$800, to be paid from HR Department Conference Funds.

Administrative Approval: ~~9/19/2017~~ 9/8/2017

Steven R Fuchs Jr, Instructor (OCC), to attend the California Community Colleges Maker Event, August 17-18, 2017, Berkeley, CA, without loss of salary, with reimbursement for allowable expenses of \$1200, including rental car and insurance, to be paid from Space Maker Grant.

Administrative Approval: 8/24/2017

Tara L Giblin, Dean (OCC), to attend the Self Evaluation Training for Orange Coast College, September 19, 2017, Irvine, CA, without loss of salary, with reimbursement for allowable expenses of \$100, to be paid from Accreditation Ancillary Funds.

Administrative Approval: 8/23/2017

Jaime H Gomez, Hourly Instructor (OCC), to attend the Pacific Southern California Forensics Association Annual Coaches Conference, September 8-10, 2017, Rancho Mirage, CA, without loss of salary, with reimbursement for allowable expenses of \$440, to be paid from 7.5 CFE Contract Part-time Conference Funds.

Administrative Approval: 9/5/2017

Lee W Gordon, Instructor (OCC), to attend the Equity In Faculty Hiring at Community Colleges Institute (CUE), September 28-29, 2017, Los Angeles, CA, without loss of salary, with reimbursement for allowable expenses of \$911, including a registration fee of \$800, to be paid from HR Department Conference Funds.

Administrative Approval: ~~9/19/2017~~ 9/8/2017

Juan F Gutierrez, Dir, Public Rel & Marketing (OCC), to attend the Second Annual California Community College Promise Conference, August 29-30, 2017, Sacramento, CA, without loss of salary, with reimbursement for allowable expenses of \$800, including travel by Air Coach, to be paid from President's Ancillary Account.

Administrative Approval: 7/12/2017

Hannah K Haghighat, Hourly Instructor (OCC), to attend the Pacific Southern California Forensics Association Annual Coaches Conference, September 8-10, 2017, Rancho Mirage, CA, without loss of salary, with reimbursement for allowable expenses of \$270, to be paid from 7.5 CFE Contract Part-time Conference Funds.

Administrative Approval: 9/5/2017

~~Anna M Hanlon, Instructor (OCC), to attend the Equity In Faculty Hiring at Community Colleges Institute (CUE), September 28-29, 2017, Los Angeles, CA, without loss of salary, with reimbursement for allowable expenses of \$911, including a registration fee of \$800, to be paid from HR Department Conference Funds.~~

~~Administrative Approval: 9/19/2017~~

Carmella R Hardy, Staff Aide (OCC), to attend the Self Evaluation Training for Orange Coast College, September 19, 2017, Irvine, CA, without loss of salary, with reimbursement for allowable expenses of \$100, to be paid from Accreditation Ancillary Funds.

Administrative Approval: 8/23/2017

Gary D Harrah, Professional Expert (CCC), to attend the Site Visit to Coastline, September 27-28, 2017, Fountain Valley, CA, without loss of salary, with reimbursement for allowable expenses of \$575, including travel by Air Coach, to be paid from Contract Ed Ancillary Funds.

Administrative Approval: 9/6/2017

Vickie S Hay, Calwks Staff Asst Sr (OCC), to attend the Calworks New Directors Training, September 20-22, 2017, Sacramento, CA, without loss of salary, with no reimbursement authorized from District funds, to be paid for by the sponsoring organization.

Administrative Approval: 8/16/2017

Kevin D Henson, Dean (OCC), to attend the Self Evaluation Training for Orange Coast College, September 19, 2017, Irvine, CA, without loss of salary, with reimbursement for allowable expenses of \$100, to be paid from Accreditation Ancillary Funds.

Administrative Approval: 8/23/2017

Janet M Houlihan, VPt Admin Services (GWC), to attend the Association of Chief Business Officials, October 22-25, 2017, San Diego, CA, without loss of salary, with reimbursement for allowable expenses of \$1500, including a registration fee of \$385, to be paid from Admin Svcs Trust.

Administrative Approval: 8/25/2017

Brian Hy, Hourly Instructor (OCC), to attend the Pacific Southern California Forensic Association Annual Coaches Conference, September 8, 2017, Rancho Mirage, CA, without loss of salary, with reimbursement for allowable expenses of \$270, to be paid from 7.5 CFE Contract Part-time Conference Funds.

Administrative Approval: 9/5/2017

Jami M Jacobi, Adm/Records Tech 2 (OCC), to attend the Behavioral Health Community Summit, September 20, 2017, Santa Ana, CA, without loss of salary, with reimbursement for allowable expenses of \$20, to be paid from

Ancillary.

Administrative Approval: 8/23/2017

Kourtney D Jones, Child Care Ctr Coord (OCC), to attend the The McCormick Institute Directors Toolbox Management Series, Attendance dates range from Sep 6 to May 30, 2018, Santa Ana, CA, without loss of salary, with reimbursement for allowable expenses of \$200, including a registration fee of \$100, to be paid from Early Childhood Education Ancillary. Travel and attendance dates are: September 6, November 29, 2017, January 17, March 22, May 30, 2018.

Administrative Approval: 9/6/2017

Sarah Kim, Staff Aide (OCC), to attend the Board Docs eGovLIVE!, September 6-9, 2017, Las Vegas, CA, without loss of salary, with reimbursement for allowable expenses of \$800, including travel by Air Coach, rental car and insurance, to be paid from CPD Funds.

Administrative Approval: 7/27/2017

Christopher R Kulik, Counselor (OCC), to attend the Southern California Higher Education Foster Youth Conference, September 12, 2017, San Bernadino, CA, without loss of salary, with reimbursement for allowable expenses of \$40, to be paid from Equity.

Administrative Approval: 8/30/2017

Christopher R Kulik, Counselor (OCC), to attend the Blueprint for Success Conference, October 16-17, 2017, Los Angeles, CA, without loss of salary, with reimbursement for allowable expenses of \$200, including a registration fee of \$160, to be paid from Equity.

Administrative Approval: 8/30/2017

Christopher R Kulik, Counselor (OCC), to attend the Guiding the Health Professions Student, September 29, 2017, Long Beach, CA, without loss of salary, with reimbursement for allowable expenses of \$20, to be paid from SSSP Funds.

Administrative Approval: 8/30/2017

Andrea R Lane, Counselor (OCC), to attend the UC Counselor Conference, September 6, 2017, Riverside, CA, without loss of salary, with reimbursement for allowable expenses of \$134, including a registration fee of \$60, to be paid from CFE Contracted Full-Time Conference Funds.

Administrative Approval: 9/5/2017

Andrea R Lane, Counselor (OCC), to attend the California State University Counselor Conference, September 20, 2017, Pasadena, CA, without loss of salary, with reimbursement for allowable expenses of \$193, including a registration fee of \$110, to be paid from CFE Contracted Full-Time Conference Funds.

Administrative Approval: 9/5/2017

Frederick J Lockwood, Instructor (CCC), to attend the DevLearn 2017 Conference and Expo, October 22-27, 2017, Las Vegas, CA, without loss of salary, with reimbursement for allowable expenses of \$1900, including a registration fee of \$934, travel by Air Coach, to be paid from FSC General Funds.

Administrative Approval: 8/29/2017

Michael A Mandelkern, Dean (OCC), to attend the Self Evaluation Training for Orange Coast College, September 19, 2017, Irvine, CA, without loss of salary, with reimbursement for allowable expenses of \$100, to be paid from Accreditation Ancillary Funds.

Administrative Approval: 8/23/2017

Keith R Matten, Maintenance Skilled (OCC), to attend the Building Operator Certification, Attendance dates range from Aug 30 to Dec 6, 2017, Downey, CA, without loss of salary, with reimbursement for allowable expenses of \$1600, including a registration fee of \$1380, to be paid from Ancillary. Travel and attendance dates are: August 30, 31, September 20, October 4, 18, November 1, 15, December 6, 2017.

Administrative Approval: 9/1/2017

Elizabeth B McKay, Professional Expert (CCC), to attend the Site Visit to Coastline, September 27-28, 2017, Fountain Valley, CA, without loss of salary, with reimbursement for allowable expenses of \$450, to be paid from Contract Ed Ancillary Funds.

Administrative Approval: 9/1/2017

Joel Menges, Military Student Advisor (CCC), to attend the Camp LeJeune Education Fair, October 18, 2017, LeJeune, CA, without loss of salary, with reimbursement for allowable expenses of \$175, to be paid from Contract Ed Ancillary Funds.

Administrative Approval: 8/15/2017

Joel Menges, Military Student Advisor (CCC), to attend the Site Visit to Coastline, September 26-28, 2017, Fountain Valley, CA, without loss of salary, with reimbursement for allowable expenses of \$450, including travel by Air Coach, to be paid from Contract Ed Ancillary Funds.

Administrative Approval: 9/1/2017

Pedro L Miranda, Counselor (OCC), to attend the Community College Counselors/Advisors Academic Association for Athletics, October 1-3, 2017, Bakersfield, CA, without loss of salary, with reimbursement for allowable expenses of \$477, including a registration fee of \$175, to be paid from CFE Contract Full-Time Conference Funds.

Administrative Approval: 9/5/2017

Ross G Miyashiro, Vice President (CCC), to attend the Project Flow Workgroup, August 28-29, 2017, Sacramento, CA, without loss of salary, with reimbursement for allowable expenses of \$1000, including travel by Air Coach, rental car and insurance, to be paid from Campus Support Ancillary.

Administrative Approval: 8/25/2017

Georgie H Monahan, Instructor (OCC), to attend the Equity In Faculty Hiring at Community Colleges Institute (CUE), September 28-29, 2017, Los Angeles, CA, without loss of salary, with reimbursement for allowable expenses of \$911, including a registration fee of \$800, to be paid from HR Department Conference Funds.

Administrative Approval: ~~9/19/2017~~ 9/8/2017

Georgie H Monahan, Instructor (OCC), to attend the Self Evaluation Training for Orange Coast College, September 19, 2017, Irvine, CA, without loss of salary, with reimbursement for allowable expenses of \$100, to be paid from Accreditation Ancillary Funds.

Administrative Approval: 8/23/2017

Sacha R Moore, Prog Dir Equity, Inclu, & Comp (CCCD), to attend the Equity in Faculty Hiring at Community Colleges Institute (CUE), September 28-29, 2017, Los Angeles, CA, without loss of salary, with reimbursement for allowable expenses of \$911, including a registration fee of \$800, to be paid from HR Department Conference Funds.

Administrative Approval: ~~9/19/2017~~ 9/8/2017

Rebecca Morgan, Employee Relations Manager (OCC), to attend the Equity In Faculty Hiring at Community Colleges Institute (CUE), September 28-29, 2017, Los Angeles, CA, without loss of salary, with reimbursement for allowable expenses of \$911, including a registration fee of \$800, to be paid from HR Department Conference Funds.

Administrative Approval: ~~9/19/2017~~ 9/8/2017

Anna K Morrow, Dist. Recruitment Coordinator (CCCD), to attend the Equity in Faculty Hiring at Community Colleges Institute (CUE), September 28 - 29, 2017, Los Angeles, CA, without loss of salary, with reimbursement for allowable expenses of \$191, including a registration fee of \$80, to be paid from HR Department Conference Funds.

Administrative Approval: ~~9/19/2017~~ 8/30/2017

Kathryn L Mueller, Dean Enrollment Services (OCC), to attend the Self Evaluation Training for Orange Coast College, September 19, 2017, Irvine, CA, without loss of salary, with reimbursement for allowable expenses of \$100, to be paid from Accreditation Ancillary Funds.

Administrative Approval: 8/23/2017

Robert D Nash, Assoc Dean (CCC), to attend the Online Education Initiative Consortium Meeting, September 7-8, 2017, Sacramento, CA, without loss of salary, with reimbursement for allowable expenses of \$150, to be paid from DL

General Funds.**Administrative Approval: 8/22/2017**

Christine P Nguyen, Vice Pres Admn Srvc (CCC), to attend the 2017 Association of Chief Business Officials Fall Conference, October 23-25, 2017, San Diego, CA, without loss of salary, with reimbursement for allowable expenses of \$1000, including a registration fee of \$385, to be paid from General Funds.

Administrative Approval: 8/22/2017

Thuy N Nguyen, Exec Asst To Pres (OCC), to attend the Self Evaluation Training for OCC, September 19, 2017, Irvine, CA, without loss of salary, with reimbursement for allowable expenses of \$100, to be paid from Ancillary.

Administrative Approval: 8/28/2017

Madjid Niroumand, Vice Pres, Stud Svcs (OCC), to attend the Self Evaluation Training for Orange Coast College, September 19, 2017, Irvine, CA, without loss of salary, with reimbursement for allowable expenses of \$100, to be paid from Accreditation Ancillary Funds.

Administrative Approval: 8/23/2017

Shannon M O'Connor, Dir, HR/Recruitment/Emp Serv (CCCD), to attend the Equity in Faculty Hiring at Community Colleges Institute (CUE), September 28 - 29, 2017, Los Angeles, CA, without loss of salary, with reimbursement for allowable expenses of \$191, including a registration fee of \$80, to be paid from HR Department Conference Funds.

Administrative Approval: ~~9/19/2017~~ 8/30/2017

Richard T Pagel, Vice President (OCC), to attend the Association of Chief Business Officials Fall Conference, October 23-25, 2017, San Diego, CA, without loss of salary, with reimbursement for allowable expenses of \$1200, including a registration fee of \$385, to be paid from Vice President Administrative Services Ancillary.

Administrative Approval: 8/24/2017

Richard T Pagel, Vice President (OCC), to attend the Public-Private Partnership Higher Education Summit, October 1-3, 2017, San Diego, CA, without loss of salary, with reimbursement for allowable expenses of \$1090, including a registration fee of \$395, to be paid from Vice President Administrative Services Ancillary.

Administrative Approval: 8/24/2017

Richard T Pagel, Vice President (OCC), to attend the Self Evaluation Training for Orange Coast College, September 19, 2017, Irvine, CA, without loss of salary, with reimbursement for allowable expenses of \$100, to be paid from Accreditation Ancillary Funds.

Administrative Approval: 8/23/2017

Kevin M Pegg, Env Hlth & Sfty Cord (CCCD), to attend the American Red Cross Disaster Preparedness Academy, September 21, 2017, Anaheim, CA, without loss of salary, with reimbursement for allowable expenses of \$150, including a registration fee of \$115, to be paid from General Funds.

Administrative Approval: 8/24/2017

Clyde H Phillips, Counselor (OCC), to attend the California State University Community College Counselor Conference, September 20, 2017, Pasadena, CA, without loss of salary, with reimbursement for allowable expenses of \$200, including a registration fee of \$110, to be paid from EOPS.

Administrative Approval: 8/17/2017

Daniel S Pittaway, Instructor (CCC), to attend the Accrediting Commission Self Evaluation Training for Coast District, September 19, 2017, Irvine, CA, without loss of salary, with reimbursement for allowable expenses of \$60, to be paid from College Accreditation Funds.

Administrative Approval: 8/29/2017

Sherana L Polk, Instructor (OCC), to attend the Pacific Southern California Forensics Association Annual Coaches Conference, September 8-10, 2017, Rancho Mirage, CA, without loss of salary, with reimbursement for allowable expenses of \$440, to be paid from CFE Contracted Full-Time Conference Funds.

Administrative Approval: 9/5/2017

Andrea V Rangno, Writer Copy Editor (OCC), to attend the Workshop District 6 National Council for Marketing and Public Relations, September 22, 2017, Pasadena, CA, without loss of salary, with reimbursement for allowable expenses of \$175, including a registration fee of \$100, to be paid from General Funds.

Administrative Approval: 9/5/2017

Edwina C Recalde, EEO/Recruitment Coordinator (OCC), to attend the Equity In Faculty Hiring at Community Colleges Institute (CUE), September 28-29, 2017, Los Angeles, CA, without loss of salary, with reimbursement for allowable expenses of \$911, including a registration fee of \$800, to be paid from HR Department Conference Funds.

Administrative Approval: ~~9/19/2017~~ 9/8/2017

Vincent P Rodriguez, Vice President of Instruction (CCC), to attend the Accrediting Commission for Community and Junior Colleges Team Training Workshops, September 6 -7, 2017, Modesto, CA, without loss of salary, with reimbursement for allowable expenses of \$7000, including travel by Air Coach, rental car and insurance, to be paid from Campus Support Ancillary. Employee attending ACCJC Team training from 8-4; travel to Sacramento, drive to Modesto for a meeting on 9/7/17.

Administrative Approval: 9/1/2017

Vincent P Rodriguez, Vice President of Instruction (CCC), to attend the Accrediting Commission for Community and Junior Colleges Team Training Workshops, September 6, 2017, Los Angeles, CA, without loss of salary, with reimbursement for allowable expenses of \$75, to be paid from Campus Support Ancillary. Employee travel to Sacramento on 9/6/17 after ACCJC meeting, drive to Modesto for a meeting on 9/7/17.

Administrative Approval: 9/1/2017

Alexandria S Rojas, Counselor (OCC), to attend the Official Guiding the Health Professions: A Conference for Counselors, September 29, 2017, Long Beach, CA, without loss of salary, with reimbursement for allowable expenses of \$50, to be paid from SSSP Funds.

Administrative Approval: 9/5/2017

Alexandria S Rojas, Counselor (OCC), to attend the University of California Counselor Conference 2017, September 7, 2017, Riverside, CA, without loss of salary, with reimbursement for allowable expenses of \$150, including a registration fee of \$60, to be paid from SSSP Funds.

Administrative Approval: 8/28/2017

Alexandria S Rojas, Counselor (OCC), to attend the Behavioural Health Community Summit, September 20, 2017, Santa Ana, CA, without loss of salary, with reimbursement for allowable expenses of \$20, to be paid from Equity.

Administrative Approval: 8/23/2017

Helen M Rothgeb, Director, Bus SVS & Entreprene (CCC), to attend the 2017 Association of Chief Business Officials Fall Conference, October 23-25, 2017, San Diego, CA, without loss of salary, with reimbursement for allowable expenses of \$1200, including a registration fee of \$385, to be paid from General Funds (Emergency Preparedness).

Administrative Approval: 8/22/2017

Helen M Rothgeb, Director, Bus SVS & Entreprene (CCC), to attend the American Red Cross Disaster Preparedness Academy, September 21, 2017, Anaheim, CA, without loss of salary, with reimbursement for allowable expenses of \$140, including a registration fee of \$115, to be paid from Disaster Preparedness Funds.

Administrative Approval: 8/30/2017

Colleen D Rymas, Interim Manager, Risk Services (CCCD), to attend the American Red Cross Disaster Preparedness Academy, September 21, 2017, Anaheim, CA, without loss of salary, with reimbursement for allowable expenses of \$150, including a registration fee of \$115, to be paid from General Funds.

Administrative Approval: 8/24/2017

Maricela Sandoval, Student Equity Coordinator (OCC), to attend the Charlottesville: A Conversation with Reverend Jesse Jackson, Sr. at University of California, Irvine, September 8, 2017, Irvine, CA, without loss of salary, with reimbursement for allowable expenses of \$20, to be paid from Student Equity Plan Funds.

Administrative Approval: 9/7/2017

Cecilia M Schreyer, Instructional Assoc. Chemistry (OCC), to attend the American Red Cross Disaster Preparedness Academy, September 21, 2017, Anaheim, CA, without loss of salary, with reimbursement for allowable expenses of \$150, including a registration fee of \$115, to be paid from General Funds.

Administrative Approval: 8/24/2017

Vida Shajie, Counselor (OCC), to attend the University of California Counselor Conference 2017, September 7, 2017, Riverside, CA, without loss of salary, with reimbursement for allowable expenses of \$150, to be paid from EOPS/CARE Funds.

Administrative Approval: 9/7/2017

Daniel N Shrader, Dean (OCC), to attend the California Community Colleges Maker Events, August 17-18, 2017, Berkeley, CA, without loss of salary, with reimbursement for allowable expenses of \$1200, including travel by Air Coach, rental car and insurance, to be paid from Space Maker Grant.

Administrative Approval: 8/24/2017

Daniel N Shrader, Dean (OCC), to attend the Self Evaluation Training for Orange Coast College, September 19, 2017, Irvine, CA, without loss of salary, with reimbursement for allowable expenses of \$100, to be paid from Accreditation Ancillary Funds.

Administrative Approval: 8/23/2017

Sheri L Sterner, Adm Dir, Res, Plan, & Inst Eff (OCC), to attend the Equity In Faculty Hiring at Community Colleges Institute (CUE), September 28-29, 2017, Los Angeles, CA, without loss of salary, with reimbursement for allowable expenses of \$911, including a registration fee of \$800, to be paid from HR Department Conference Funds.

Administrative Approval: ~~9/19/2017~~ 9/8/2017

Sheri L Sterner, Adm Dir, Res, Plan, & Inst Eff (OCC), to attend the Second Annual California Community College Promise Conference, August 29-30, 2017, Sacramento, CA, without loss of salary, with reimbursement for allowable expenses of \$800, including travel by Air Coach, to be paid from President's Ancillary. Account approved prior to travel date by campus President.

Administrative Approval: 7/12/2017

Sheri L Sterner, Adm Dir, Res, Plan, & Inst Eff (OCC), to attend the Self Evaluation Training for Orange Coast College, September 19, 2017, Irvine, CA, without loss of salary, with reimbursement for allowable expenses of \$100, to be paid from Accreditation Ancillary Funds.

Administrative Approval: 8/23/2017

Michael A Sutliff, Dean of Kinesiology and Athleti (OCC), to attend the Self Evaluation Training for Orange Coast College, September 19, 2017, Irvine, CA, without loss of salary, with reimbursement for allowable expenses of \$100, to be paid from Accreditation Ancillary Funds.

Administrative Approval: 8/23/2017

Stephen Y Tamanaha, Dean, Stu Success & Suppt Serv (OCC), to attend the Cooperating Agencies Foster Youth Educational Support Fall Training, September 6-8, 2017, Garden Grove, CA, without loss of salary, with reimbursement for allowable expenses of \$100, to be paid from CAFYES Funds.

Administrative Approval: 8/28/2017

Stephen Y Tamanaha, Dean, Stu Success & Suppt Serv (OCC), to attend the Cooperating Agencies Foster Youth Educational Support Advisory Committee, August 30-31, 2017, Sacramento, CA, without loss of salary, with no reimbursement authorized from District funds, to be paid for by the sponsoring organization.

Administrative Approval: 8/28/2017

John Taylor, Dean (OCC), to attend the Self Evaluation Training for Orange Coast College, September 19, 2017, Irvine, CA, without loss of salary, with reimbursement for allowable expenses of \$100, to be paid from Accreditation Ancillary Funds.

Administrative Approval: 8/23/2017

Lisa C Thai, Director, Grants & Ed Svcs (CCCD), to attend the Conference for Community College Grant Professionals: Navigating the Future, November 1 - 4, 2017, Washington, DC, without loss of salary, with reimbursement for allowable expenses of \$2800, including a registration fee of \$625, travel by Air Coach, rental car and insurance, to be paid from Ed Services.

Administrative Approval: 8/29/2017

Lisa C Thai, Director, Grants & Ed Svcs (CCCD), to attend the Federal Grants Management Workshop: Let's Talk About EDGAR, October 13, 2017, Los Angeles, CA, without loss of salary, with reimbursement for allowable expenses of \$230, including a registration fee of \$185, to be paid from Ed Services.

Administrative Approval: 9/1/2017

Michelle Ventura, Military Student Advisor (CCC), to attend the Site Visit to Coastline, September 26-28, 2017, Fountain Valley, CA, without loss of salary, with reimbursement for allowable expenses of \$1000, including travel by Air Coach, to be paid from Contract Ed Ancillary Funds.

Administrative Approval: 9/1/2017

Rob Warrick, Professional Expert (CCC), to attend the Site Visit to Coastline, September 26-28, 2017, Fountain Valley, CA, without loss of salary, with reimbursement for allowable expenses of \$1000, including travel by Air Coach, to be paid from Contract Ed Ancillary Funds.

Administrative Approval: 9/1/2017

Tobi A West, Instructor (CCC), to attend the EnergySec Summit 2017 - Security and Compliance Conference, August 15, 2017, Anaheim, CA, without loss of salary, with reimbursement for allowable expenses of \$25, to be paid from Perkins Grant Funds.

Administrative Approval: 8/22/2017

Tobi A West, Instructor (CCC), to attend the Women's Connect and Southern Nevada Cyber Security Alliance, September 12-13, 2017, Las Vegas, NV, without loss of salary, with reimbursement for allowable expenses of \$350, including travel by Air Coach, to be paid from Local Strong Workforce Funds. Back to back conference with Control # 75166.

Administrative Approval: 9/7/2017

Tobi A West, Instructor (CCC), to attend the Information Systems Security Association Orange County Symposium 2017, September 14, 2017, Costa Mesa, CA, without loss of salary, with reimbursement for allowable expenses of \$250, including a registration fee of \$120, to be paid from Perkins Grant Funds.

Administrative Approval: 9/6/2017

Tobi A West, Instructor (CCC), to attend the Cloud Security Alliance Las Vegas Kickoff Event, September 11-12, 2017, Las Vegas, NV, without loss of salary, with reimbursement for allowable expenses of \$300, including travel by Air Coach, to be paid from Local Strong Workforce Funds.

Administrative Approval: 9/6/2017

Tobi A West, Instructor (CCC), to attend the High Tech Crime Investigation Association (HTCIA) Conference, October 1-4, 2017, Anaheim, CA, without loss of salary, with reimbursement for allowable expenses of \$800, including a registration fee of \$575, to be paid from Perkins Grant Funds.

Administrative Approval: 8/29/2017

Tobi A West, Instructor (CCC), to attend the Women in Industry Night, October 17, 2017, Placentia, CA, without loss of salary, with reimbursement for allowable expenses of \$30, to be paid from Perkins Grant Funds.

Administrative Approval: 9/6/2017

Mark K Worden, Ancillary Ed Tech Specialist (CCC), to attend the DevLearn 2017 Conference and Expo, October 22-27, 2017, Las Vegas, CA, without loss of salary, with reimbursement for allowable expenses of \$2700, including a registration fee of \$934, travel by Air Coach, to be paid from FSC General Funds.

Administrative Approval: 8/29/2017

Margaret M Yanalunas, Ancillary Ed Tech Designer (CCC), to attend the Accrediting Commission Self Evaluation Training for Coast District, September 19, 2017, Irvine, CA, without loss of salary, with reimbursement for allowable expenses of \$38, to be paid from College Accreditation Funds.

Administrative Approval: 9/1/2017

Revisions to Previously Ratified Travel

Paula L Coker, Mil/Cont Ed Stf Aide (CCC), to attend the Elwyn Fall Fling, September 23, 2017, Garden Grove, CA, without loss of salary, with reimbursement for allowable expenses of \$60, including a registration fee of \$60, to be paid from Public Relations/Marketing Conference Funds. The reason for this revision is to revise the budget number.

Revised Admin. Approval: 9/6/2017

Lynn M Dahnke, Mgr, Bus Develop & Marketing (CCC), to attend the Elwyn Fall Fling, September 23, 2017, Garden Grove, CA, without loss of salary, with reimbursement for allowable expenses of \$60, including a registration fee of \$60, to be paid from Ancillary / CE - Public Relations Funds. The reason for this revision is to revise the budget number.

Revised Admin. Approval: 9/6/2017

Gary Harrah, Professional Expert (CCC), to attend the Site Visit to Coastline, August 22-23, 2017, Fountain Valley, CA, without loss of salary, with reimbursement for allowable expenses of \$550, including travel by Air Coach, to be paid from Contract Ed Ancillary Funds. The reason for this revision is to include mileage as reimbursement amount.

Revised Admin. Approval: 8/28/2017

Michael D Scott, Director Strategies & Logistics (DIST), to attend the Comprehensive Adult Student Assessment Systems Summer Institute, June 13 - 15, 2017, Garden Grove, CA, without loss of salary, with reimbursement for allowable expenses of \$800, including a registration fee of \$665, to be paid from AEBG (20% each Activity codes A-E). The reason for this revision is to raise the allowable expenses for reimbursement by \$50 to a new total of \$800.

Revised Admin. Approval: 9/8/2017

6. Ratification of Approved Student Trips

Subject **6.01 CCC – Student Trips**

Meeting Sep 19, 2017 - Regular Meeting of the Board of Trustees

Type Consent

Contact: Dr. Lori Adrian, President, Coastline Community College

Conference/Activity: Various Activities for CRN 80686/81028

Location: Indicated Below

Date(s): Indicated Below

Department: BIOL 185 and MRSCC100L- CRN 80686/81028

Description: Identify animal and plant species

Cost/expenses/funding source: No cost to college

Transportation: Personal Vehicles

September 20	Bolsa Chica State Park, Huntington Beach
September 25	Little Corona Tidal Pools, Corona del Mar
October 2	Fairview Park, Costa Mesa
October 3	Bolsa Chica State Park, Huntington Beach
October 10	Little Corona Tidal Pools, Corona del Mar
October 31	Bolsa Chica State Park, Huntington Beach
November 7	Bolsa Chica State Park, Huntington Beach
November 8	Newport Back Bay Science Center Back Bay Loop, Newport Beach
November 14	Newport Back Bay Science Center Back Bay Loop, Newport Beach
November 21	Newport Back Bay Science Center Back Bay Loop, Newport Beach
November 28	Seal Beach
December 5	Aquarium of the Pacific, Long Beach

6. Ratification of Approved Student Trips

Subject **6.02 GWC - Student Trips**

Meeting Sep 19, 2017 - Regular Meeting of the Board of Trustees

Type Consent

Contact: Mr. Wes Bryan, President, Golden West College

Conference/Activity: Transfer Motivational Conference

Location: University of California San Diego (San Diego, CA)

Date(s): September 30, 2017

Department: PUENTE

Description: To promote Puente student college retention, persistence, completion, and transfer to a 4-year university with faculty members Nancy Fong and Jessica Patapoff to attend and chaperone.

Cost/Expenses/Funding Source: No cost to the College, funded by the Puente State Office.

Transportation (if applicable): District Transportation

Revision to Previously Ratified Items

Conference/Activity: Revision to OUTSIDE THE BOX Chorale Concert

Location: Huntington Beach, CA

Date(s): May 12, 2018

Department: Arts & Letters

Description: Student Chorale Concert. Originally ratified as a special project and event, the revision is to change the location to off campus at the St. Wilfrid of York Episcopal Church and include an allowable expense of \$800 from Music/Choir Trust funds to cover the facility rental cost. (Prior Board action: July 19, 2017)

Cost/Expenses/Funding Source: \$800 for facility rental fee.

Transportation: Personal Vehicles

Conference/Activity: Revision to SOCIAL MEDIA Chorale Concert

Location: Huntington Beach, CA

Date(s): November 18, 2017

Department: Arts & Letters

Description: Student Chorale Concert. Originally ratified as a special project and event, the revision is to change the location to off campus at the St. Wilfrid of York Episcopal Church and include an allowable expense of \$800 from Music/Choir Trust funds to cover the facility rental cost. (Prior Board action: July 19, 2017)

Cost/Expenses/Funding Source: \$800 for facility rental fee.

Transportation: Personal Vehicles

7. Ratification of Approved Special Events and Projects

Subject	7.01 CCC – Special Events and Projects
Meeting	Sep 19, 2017 - Regular Meeting of the Board of Trustees
Type	Consent

Contact: Dr. Lori Adrian, President, Coastline Community College

Event/Activity: Career Center materials, fairs, and workshops

Date(s): Various between July, 2017 – June, 2018

Department: Career Center/Counseling

Description: Provide career-related workshops, fairs, and panel for students throughout the 2017-2018 academic year to improve career development and exploration for students. On-site and online workshops include, but not limited to, resume and cover letter strategies, interview strategies, networking strategies, career and major exploration, job search strategies, career assessments, etc. The purpose of the career fairs are to connect students with employers for opportunities such as work, internships, volunteer, or general information about a certain career field for exploration.

Cost/expenses/funding source: NTE \$3,000 for items, not limited to, workshop materials, printing materials, refreshment, to be paid from general and auxiliary funds.

Event/Activity: NALA Certified Paralegal (CP) Exam

Date(s): September 23; September 30, 2017

Department: Career & Technical Education

Description: Students will take the NALA Certified Paralegal (CP) certification exam. The Certified Paralegal (CP) exam will be held at Newport Beach center.

Cost/expenses/funding source: No Cost to the District.

Event/Activity: Orange County Paralegal Association Student Section Conference

Date(s): October 14, 2017

Department: Career & Technical Education

Description: Orientation for prospective and current Paralegal students to learn about the program requirements, course sequencing, etc. The orientations will be held at the Newport Beach Center.

Cost/expenses/funding source: No Cost to the District.

Event/Activity: California Community College Student Affairs Association (CCCSAA) Fall 2017 Student Leadership Conference

Date(s): October 13-15, 2017

Department: Student Life, Associated Student Government

Description: ASG students will gain leadership and development training focused on building individual skills, technical skills, and professional collaborative connections.

Cost/expenses/funding source: NTE \$8,000 for transportation, parking, and other allowable expenses to be paid from ASG Conference Expense.

Transportation: Individual transportation, Air Coach, and Shuttle

Event/Activity: Student Senate for California Community Colleges (SSCCC) Fall General Assembly

Date(s): November 17-19, 2017

Department: Student Life, Associated Student Government

Description: ASG students will have the opportunity to advocate for, and learn about, the policy making process in Sacramento.

Cost/expenses/funding source: NTE \$4,000 for transportation, food, and other allowable expenses to be paid from ASG Conference Expense.

Transportation: Individual transportation, Air Coach, and Shuttle

Event/Activity: Movie Night, Guardians of the Galaxy 2

Date(s): September 29, 2017

Department: Student Life, Associated Student Government

Description: ASG will host their second movie night of the year at the Garden Grove Center and will show Guardians of the Galaxy, part 2.

Cost/expenses/funding source: NTE \$2,000 from ASG Event account.

Event/Activity: ASG Events 2017-2018

Date(s): August 28, 2017-May 31, 2018

Department: Student Life, Associated Student Government

Description: ASG, in coordination with Student Life and Campus Clubs, will hold a myriad of events including, but not limited to, movie nights, blood drives, free food events, club events, and other events as approved by the Coastline ASG.

Cost/expenses/funding source: NTE \$ 30,000 for: printing materials, refreshments, speakers, guest speakers, publicity, tabling items, etc. to be paid from ASG Events Budget

Revision to Prior Board Action:

Event/Activity: Art Gallery Summer 2017 Workshop

Dates: July 12,19, 26, 2017; August 2, 2017; September 30, 2017

Department: Art

Description: To educate art students and the community about studio art practices, emphasizing the fiber arts, to be held at the Newport Beach Center. Each day will feature a guest lecturer and have a maximum of 30 participants, at no charge to participants.

Cost/expenses/funding source: NTE \$3,000, \$1,000 for guest lecturers to be paid \$250 each in single flat fees, and NTE \$2,000 for materials and refreshments. Payment will be made from Auxiliary Operations Account, subject to review and approval of invoices/receipts presented.

Revision: To add a workshop on September 30, 2017.

(Previous Board approval: May 17, 2017)

7. Ratification of Approved Special Events and Projects

Subject **7.02 GWC - Special Events and Projects**

Meeting Sep 19, 2017 - Regular Meeting of the Board of Trustees

Type Consent

Contact: Mr. Wes Bryan, President, Golden West College

Event/Activity: Associated Students of Golden West College (ASGWC) Red Cross Blood Drive

Date(s): August 29 – September 20, 2017

Department: Student Activities

Description: ASGWC in collaboration with the Red Cross will offer blood drives on campus on two separate days, August 29 and September 20, from 10 a.m. - 4 p.m.

Cost/Expenses/Funding Source: No cost to the College.

Event/Activity: Athletic Team Banquets, Team Meals, Team and Coaches Meetings

Date(s): August 14, 2017 – June 30, 2018

Department: Athletics

Description: To provide athletic team banquets, team meals, and team/coaches meetings as part of the supplementary activities for GWC athletic programs.

Cost/Expenses/Funding Source: NTE \$20,000; NTE \$2,000 per event for food, beverages, promotional items, awards and supplies from various Trust and Auxiliary funds.

Event/Activity: Homeless Student - Donor Reception

Date(s): September 5, 2017

Department: Instruction & Student Learning

Description: The Office of Instruction, in collaboration with the Foundation Office, worked to raise 100 backpacks and clothing vouchers for our homeless students. The intent of this event is to recognize the donors and volunteers involved in the project. In addition to linking the donors with key offices on campus for continued collaboration.

Cost/Expenses/Funding Source: NTE \$300 for food, beverages, and supplies from Office of Instruction funds.

Revision to Previously Ratified Item

Event/Activity: Revision to New Faculty Reception

Date(s): August 23, 2017

Department: Academic Senate/IPD

Description: This event is coordinated by the Academic Senate and sponsored by the GWC Foundation to welcome 2017-18 newly hired full-time faculty, provide an opportunity for them to meet other faculty, campus staff and build campus community. The intended site will be the GWC Native Garden and the event will include food and beer/wine. Please note the beer/wine will be donated. No campus/District funds will be used to purchase alcoholic beverages. Revision is to make changes to the funding source by replacing Auxiliary funds with VP Professional Development & Academic Senate funds, increased funds from \$1,000 to \$1,300 to cover faculty/administrative name badges as an additional allowable expense. (Prior Board action: August 16, 2017)

Cost/Expenses/Funding Source: NTE \$1,300 for food, non-alcoholic beverages, printing, supplies, and faculty/administrative name badges from VP Professional Development and Academic Senate funds.

7. Ratification of Approved Special Events and Projects

Subject **7.03 OCC - Special Events and Projects**

Meeting Sep 19, 2017 - Regular Meeting of the Board of Trustees

Type Consent

Contact: Dr. Dennis Harkins, President, Orange Coast College

Event/Activity: Spectrum

Date(s): September 4, 2017 – June 30, 2018

Department: Community Education

Description: To offer a Community Education not-for-credit class "Spectrum".

Cost/Expenses/Funding Source: Cost offset by revenue based on number of participants for presenter fee and materials fee for class. To be funded from Community Education funds.

Event/Activity: Community Education Fall 2017 Program (**See Attachment #5**)

Date(s): September 8 – December 31, 2017

Department: Community Education

Description: To provide a variety of Community Education not-for-credit classes, lectures and workshops for the community.

Cost/Expenses/Funding Source: Varies by class. To be funded from Community Education funds.

Event/Activity: Kaleidoscope

Date(s): September 4, 2017 – June 30, 2018

Department: Community Education

Description: To offer a Community Education not-for-credit class, "Kaleidoscope".

Cost/Expenses/Funding Source: Cost offset by revenue based on number of participants for presenter fee. To be funded from Community Education funds.

Event/Activity: 10th Annual Pacific Islander Festival, OC

Date(s): September 16 – 17, 2017

Department: Student Services

Description: The 10th Annual Pacific Islander Festival in Orange County will convene hundreds of community members from the Pacific Islander community and a great outreach opportunity for OCC and OCC Student Equity Program.

Cost/Expenses/Funding Source: Flat fee of \$200 for booth registration. To be funded from Student Equity fund.

Event/Activity: Frank M. Doyle Arts Pavilion & Events

Date(s): September 1, 2017 – June 30, 2018

Department: Visual and Performing Arts

Description: To showcase gallery exhibits serving to enrich the learning environment of OCC visual arts students and to engage the campus and community in the arts.

Cost/Expenses/Funding Source: NTE \$50,000 for supplies, production, publicity, travel reimbursements, refreshments, catering, and other allowable expenses. To be funded from ASOCC fund.

Event/Activity: Photography Gallery Exhibitions

Date(s): August 31, 2017 – June 15, 2018

Department: Visual and Performing Arts

Description: Student and community outreach through visiting artists' exhibitions showcasing student photography located in the Art Center building.

Cost/Expenses/Funding Source: NTE \$6,000 for exhibition costs, printing including ink and paper, publicity and catering. To be funded from ASOCC and Ancillary funds.

Event/Activity: Visual & Performing Arts Meetings and Events

Date(s): September 1, 2017 – June 30, 2018

Department: Visual and Performing Arts

Description: Meeting and events to promote Visual and Performing Arts programs, team building and professional

development.

Cost/Expenses/Funding Source: NTE \$2,000 for refreshments, publicity, and guest speaker fees. To be funded from Foundation and Ancillary funds.

Event/Activity: Visual & Performing Arts Events and Productions (**See Attachment #5a**)

Date(s): September 5, 2017 – June 30, 2018

Department: Visual and Performing Arts

Description: Performances to enhance instruction, to engage the community and campus, and to serve as a recruitment method.

Cost/Expenses/Funding Source: NTE \$200,000 for production, costumes, props, publicity, guest artists, fees, refreshments and all related expenses. To be funded from ASOCC, Foundation and Ancillary funds.

File Attachments

[Comm Ed sched Fall 17 final web.pdf \(4,856 KB\)](#)

[Performing Arts - Board approval 2017-2018.pdf \(148 KB\)](#)

8. Ratification of Approved Standard Agreements up to \$88,300

Subject **8.01 CCC – Internship Agreements**

Meeting Sep 19, 2017 - Regular Meeting of the Board of Trustees

Type Consent

Contact: Dr. Lori Adrian, President, Coastline Community College

Contracting Party: Christopher Cabading

Description of Services/Project: Provide support to the development of the Title III Office programming, and Intercultural Resource Center. Under the supervision of the Title III AANAPISI project director, the intern will provide assistance in completing various projects and assist with a variety of events on campus.

Comments: Reviewed by Risk Services, signed by the Chancellor on September 11, 2017.

Term: September 5 – December 15, 2017

Fiscal Impact: No fiscal impact to the District.

Contracting Party: Leslie Mangrum

Description of Services/Project: Provide counseling support to the EOPS office under the supervision of the EOPS director. The intern will develop competency in all domains, themes and functions of the school counseling.

Comments: Reviewed by Risk Services, signed by the Chancellor on August 28, 2017.

Term: September 20, 2017 – August 31, 2018

Fiscal Impact: No fiscal impact to the District.

8. Ratification of Approved Standard Agreements up to \$88,300

Subject **8.02 GWC - Independent Contractors**

Meeting Sep 19, 2017 - Regular Meeting of the Board of Trustees

Type Consent

Contact: Mr. Wes Bryan, President, Golden West College

Contracting Party: Crystal R. Shomph

Description of Services/Project: Provide lighting design for the 2017-18 GWC Theater season.

Comments: Reviewed by Risk Services, signed by the Chancellor on August 21, 2017.

Term: August 21, 2017 – June 30, 2018

Fiscal Impact: \$5,100 to be paid a flat fee per production, total of four productions, per the fee schedule within 30 days of completion of services and upon receipt of invoice from Theater Trust funds.

Contracting Party: Stacked Restaurants, LLC

Description of Services/Project: Catering service for Faculty Flex Day on August 25, 2017 and Fall Kick-Off Day on September 15, 2017.

Comments: Reviewed by Risk Services, signed by the Chancellor on August 21, 2017.

Term: August 25 – September 15, 2017

Fiscal Impact: NTE \$5,000 to be paid \$9 per person with final numbers due to Stacked three days in advance of each event from Faculty Flex Day and Equity funds.

Contracting Party: Douglas F. Christ

Description of Services/Project: Legal research and presentation for the Peace Officer Standards and Training (P.O.S.T.) 2018 Legal Update project.

Comments: Reviewed by Risk Services, signed by the Chancellor on August 31, 2017.

Term: August 31, 2017 – June 30, 2018

Fiscal Impact: \$10,000 to be paid in two equal payments of \$5,000; first payment at start of the project and the remaining \$5,000 upon completion of the project or by June 30, 2018, which ever comes first and upon submission of an invoice from Legal Update Trust funds.

Contracting Party: Redtail Enterprises/Marc Bailey

Description of Services/Project: To serve as on camera Talent Host for the Peace Officer Standards and Training (P.O.S.T.) 2018 Legal Update video project.

Comments: Reviewed by Risk Services, signed by the Chancellor on August 31, 2017.

Term: August 31, 2017 – June 30, 2018

Fiscal Impact: \$2,800 to be paid \$1,400 per day for a two day shoot upon submission of an invoice from Legal Update Trust funds.

Contracting Party: Twist and Shout Balloons, Face Painting, and Airbrush Tattoos

Description of Services/Project: Twist and Shout will provide one henna tattoo artist and one caricature artist for Golden West Fest & Club Expo. Each artist will be present for four hours.

Comments: Reviewed by Risk Services, signed by the Chancellor on August 28, 2017.

Term: September 14, 2017

Fiscal Impact: \$900 to be paid in one full payment the day of the event or no later than one week after the event from Student Activities funds.

Contracting Party: Universal Waste Systems DBA O.H. Casey

Description of Services/Project: Rental of portable toilets and wash stations with twice a week cleaning service for the Athletics department.

Comments: Reviewed by Risk Services, signed by the Chancellor on August 28, 2017. (Contract signed after the start date due to learning curve on approval process. This company has historically been processed as an annual contractor.)

Term: July 1, 2017 – June 30, 2018

Fiscal Impact: NTE \$7,500 to be paid per the fee schedule net 30 days upon completion of services from Facilities funds.

Contracting Party: Grand Prix Association of Long Beach, LLC

Description of Services/Project: The District desires to obtain special services for rental, transportation, and labor costs for grandstand bleachers for the Golden West College 2017 football season.

Comments: Reviewed by Risk Services, signed by the Chancellor on August 21, 2017.

Term: August 22 – November 15, 2017

Fiscal Impact: \$43,304 one time payment to be paid seven days after event/removal is completed from ASGWC funds.

Amendments to Previously Ratified Independent Contractor

Contracting Party: The Habit Restaurants LLC

Description of Services/Project: Food truck services for the annual Rustler Welcome Day to include charburgers with cheese and veggie burgers combinations with french fries and a drink for a four hour service from 11:00 a.m. - 3:00 p.m.

Comments: Reviewed by Risk Services, signed by the Chancellor on August 28, 2017. Amendment #1 is to increase number of burger combinations resulting in an increase in the budget amount from \$4,166.10 to \$5,937.30. (Prior Board action: June 21, 2017).

Term: August 23, 2017

Fiscal Impact: \$5,937.30 to be paid in full after service is complete from SSSP funds.

8. Ratification of Approved Standard Agreements up to \$88,300

Subject **8.03 OCC - Independent Contractor**

Meeting Sep 19, 2017 - Regular Meeting of the Board of Trustees

Type Consent

Contact: Dr. Dennis Harkins, President, Orange Coast College

Contracting Party: Sherbanne Enterprises Inc., dba Turnip Rose Co.

Description of Services/Project: The first Amendment to increase the standard independent contractor agreement, ratified by the Board on September 6, in the amount of \$4,756.31 to \$5,677.58 due to a last-minute increase in number of campus staff attending Flex Day on August 25.

Comments: Reviewed by Risk Services, signed by the Chancellor on August 28, 2017.

Term: August 25, 2017

Fiscal Impact: Flat fee of \$5,677.58. To be funded from Ancillary fund.

8. Ratification of Approved Standard Agreements up to \$88,300

Subject **8.04 DIS - Standard Independent Contractor Agreements | Cabco Yellow, Inc.**

Meeting Sep 19, 2017 - Regular Meeting of the Board of Trustees

Type Consent

Contact: Dr. Cindy Vyskocil, Vice Chancellor, Human Resources, District Office

Contracting Party: Cabco Yellow, Inc.

Description of Services/Project: Taxi cab company to provide transportation services to medical facility or other locations when there is reasonable suspicion that an employee may be under the influence of drugs or alcohol and a fitness for duty examination may need to be conducted.

Comments: Reviewed by Risk Services, signed by the Chancellor on August 28, 2017.

Term: August 28, 2017 - June 30, 2018

Fiscal Impact: Not to exceed \$2,000. Standard \$3.50 flag drop fee (initial sit down fee), \$2.75 per mile, and \$32.00 per hour wait (idle) fee. To be funded from general funds.

8. Ratification of Approved Standard Agreements up to \$88,300

Subject **8.05 DIS - Standard Independent Contractor Agreement - Keel & Company LLC**

Meeting Sep 19, 2017 - Regular Meeting of the Board of Trustees

Type Consent

Type of Agreement: Standard Independent Contractor Agreement

Contracting Party: Keel & Company LLC

Description of Services/Project: Keel & Company LLC will be performing consulting and annual technical support for Great Plains financial software utilized by ancillary programs.

Comments: Reviewed by Risk Services and signed by the Chancellor on August 30, 2017.

Term: September 20, 2017 through June 30, 2018.

Fiscal Impact: NTE \$15,000 (\$185 per hour, exclusive of travel and/or related)

Contact Person: Dr. Andy Dunn, Vice Chancellor of Finance and Administrative Services, District

8. Ratification of Approved Standard Agreements up to \$88,300

Subject **8.06 DIS - Standard Study Abroad Service Provider Agreement with ACCENT International Consortium for Academic Programs Abroad for Study Abroad to Madrid 2018**

Meeting Sep 19, 2017 - Regular Meeting of the Board of Trustees

Type Consent

Type of Agreement: Standard Study Abroad Service Provider Agreement

Contracting Party: ACCENT International Consortium for Academic Programs Abroad

Description of Services/Project: After review by the President of Orange Coast College, District Risk Services, and Vice Chancellor Educational Services and Technology, it is recommended by the Chancellor that authorization be given to enter into a standard travel service provider agreement to conduct a study abroad program in Madrid, Spain during summer 2018. Jocelyn Falcioni, Orange Coast College faculty member, will serve as instructor, and all logistical arrangements will be handled by ACCENT International. The travel contractor will provide all required liability insurance, and students will be covered under their individual medical insurance policies for the duration of the trip. Authorization to conduct this study abroad program was given by the Board on September 6, 2017.

Comments: Reviewed by Risk Services and signed by the Chancellor on September 11, 2017.

Term: July 2, 2018 - July 31, 2018

Fiscal Impact: \$11,317.52 paid by Orange Coast College. The program will generate full-time equivalent students.

Contact Person: Dr. Andreea Serban, Vice Chancellor Educational Services and Technology

9. Ratification of Approved Non-Standard Agreements Up to \$88,300

Subject **9.01 CCC – Amendment No. 2 to Non-Standard Agreement with South Bay Workforce Investment Board, Inc.**

Meeting Sep 19, 2017 - Regular Meeting of the Board of Trustees

Type Consent

Contact: Dr. Lori Adrian, President, Coastline Community College

Contracting Party: South Bay Workforce Investment Board, Inc. **(See Attachment #6)**

Description of Services/Project: Agreement provides for Coastline to be an authorized training provider of employment training services under the Federal Workforce Innovation and Opportunity Act (WIOA) for specific programs approved and listed on the Intrastate Training Resources and Information Network (I-TRAIN). Eligible program participants are being funded primarily through WIOA funds processed/approved through various city/county/state agencies. Amendment No. 2 to Agreement No. 16-W068 provides for Coastline to be an authorized training provider for an additional program approved and listed on I-TRAIN.

Comments: Reviewed by General Counsel on August 16, 2017, signed by the Chancellor on August 30, 2017. (Prior Board action: May 18, 2016, December 14, 2016)

Term: April 27, 2016 – March 31, 2018

Fiscal Impact: Gross Income of \$1,900-\$7,500 per program enrollment

File Attachments

[SBWIB Amend 02.pdf \(874 KB\)](#)

9. Ratification of Approved Non-Standard Agreements Up to \$88,300

Subject 9.02 CCC – Non-Standard Agreement with Palo Alto Networks, Inc.

Meeting Sep 19, 2017 - Regular Meeting of the Board of Trustees

Type Consent

Contact: Dr. Lori Adrian, President, Coastline Community College

Contracting Party: Palo Alto Networks, Inc. (See Attachment #7)

Description of Services/Project: Provide faculty training to community college faculty in the region on topics including Palo Alto routing and security practices.

Comments: General Counsel reviewed this Agreement on August 31, 2017. Reviewed by Risk Services and signed by the Chancellor on September 5, 2017.

Term: September 5, 2017 – September 5, 2018

Fiscal Impact: No Cost to the District

File Attachments

[Palo Alto Networks Inc..pdf \(1,799 KB\)](#)

9. Ratification of Approved Non-Standard Agreements Up to \$88,300

Subject 9.03 CCC – Non-Standard Agreement with Working Wardrobes

Meeting Sep 19, 2017 - Regular Meeting of the Board of Trustees

Type Consent

Contact: Dr. Lori Adrian, President, Coastline Community College

Contracting Party: Working Wardrobes (**See Attachment #8**)

Description of Services/Project: Working Wardrobes is a non-profit organization dedicated to providing a path for adults in crises to reenter the workforce. Coastline and Working Wardrobes are collaborating to deliver workforce development programs that focus primarily on short-term training for employment readiness in various fields and industries. The pilot program will be a Customer Service/Sales Certification Training Program. Workforce Investment Opportunity Act (WIOA) funding, and local, state and federal grants will be the primary source of funding for the training program.

Comments: Reviewed by General Counsel on August 11, 2017, signed by the Chancellor on August 18, 2017

Term: August 21, 2017 – June 30, 2020

Fiscal Impact: Gross Revenue to District: \$1900/participant

File Attachments

[Working Wardrobes.pdf \(540 KB\)](#)

9. Ratification of Approved Non-Standard Agreements Up to \$88,300

Subject **9.04 CCC – Non-Standard Agreement with Assistance League of Huntington Beach**

Meeting Sep 19, 2017 - Regular Meeting of the Board of Trustees

Type Consent

Contact: Dr. Lori Adrian, President, Coastline Community College

Contracting Party: Assistance League of Huntington Beach (**See Attachment #9**)

Description of Services/Project: Assistance League of Huntington Beach (Assistance League) is an all-volunteer, nonprofit organization with philanthropic programs in Huntington Beach, Fountain Valley and Westminster.

“Operations New Beginnings” is a program designed by Assistance League to provide items to the College in support of the needs of its student-Veterans. Coastline will identify need and eligible recipients, and Assistance League will purchase and provide the goods to Coastline’s VRCs. No funding will be provided directly to Coastline.

Comments: Reviewed by General Counsel on July 10, 2017, signed by the Acting Chancellor on July 13, 2017

Term: Effective August 10, 2017 and will remain in effect until designated program funds are exhausted.

Fiscal Impact: No cost to District

File Attachments

[Assistance League of HB.pdf \(118 KB\)](#)

9. Ratification of Approved Non-Standard Agreements Up to \$88,300

Subject 9.05 GWC - Non-Standard Independent Contractor Agreement with Finished Results

Meeting Sep 19, 2017 - Regular Meeting of the Board of Trustees

Type Consent

Contact: Mr. Wes Bryan, President, Golden West College

Contracting Party: Finished Results (**See Attachment #10**)

Description of Services/Project: The District desires to obtain special services for the rental, transportation, and labor costs for an outdoor led full color scoreboard display for the Golden West College 2017 football season with rental dates of September 1 - October 1, 2017 and October 28 - November 18, 2017.

Comments: Reviewed by General Counsel on August 19, 2017, signed by the Chancellor on August 28, 2017.

Term: August 30 – November 18, 2017

Fiscal Impact: \$7,500 one time payment to be paid net 30 days upon completion of services and receipt of invoice from ASGWC funds.

File Attachments

[Finished Results - 2017.pdf \(1,111 KB\)](#)

9. Ratification of Approved Non-Standard Agreements Up to \$88,300

Subject **9.06 GWC - Non-Standard Agreement with Temecula Creek Inn**

Meeting Sep 19, 2017 - Regular Meeting of the Board of Trustees

Type Consent

Contact: Mr. Wes Bryan, President, Golden West College

Contracting Party: Temecula Creek Inn (**See Attachment #11**)

Description of Services/Project: Temecula Creek Inn will provide meeting space, overnight guest rooms, and catering for GWC Managers' Retreat.

Comments: Reviewed by General Counsel on August 16, 2017, signed by the Chancellor on August 21, 2017. Addendum is to change the dates from March to January. (Prior Board action: September 6, 2017).

Term: January 11-12, 2018

Fiscal Impact: NTE \$15,000; to be paid \$2,000 deposit upon approval of contract and remainder upon invoice for to be paid \$114 per overnight guest room and a minimum of \$5,000 on food/beverage, plus taxes and fees from College Discretionary funds.

File Attachments

[Temecula Creek, Inn - 2017.pdf \(266 KB\)](#)

9. Ratification of Approved Non-Standard Agreements Up to \$88,300

Subject **9.07 GWC - Non-Standard License Agreement with MegaTrax Production Music, Inc.**

Meeting Sep 19, 2017 - Regular Meeting of the Board of Trustees

Type Consent

Contact: Mr. Wes Bryan, President, Golden West College

Contracting Party: MegaTrax Production Music, Inc. **(See Attachment #12)**

Description of Services/Project: Music library license agreement for Golden West College.

Comments: Reviewed by General Counsel on August 8, 2017, signed by the Chancellor on August 28, 2017.

Term: October 1, 2017 – September 30, 2018

Fiscal Impact: NTE \$1,957 flat fee from New Media Trust funds.

File Attachments

[Mega Trax Production Music - 2017.pdf \(539 KB\)](#)

9. Ratification of Approved Non-Standard Agreements Up to \$88,300

Subject **9.08 GWC - Non-standard MOU with Orange County Health Care Agency, Behavioral Health Services**

Meeting Sep 19, 2017 - Regular Meeting of the Board of Trustees

Type Consent

Contact: Mr. Wes Bryan, President, Golden West College

Contracting Party: Orange County Health Care Agency, Behavioral Health Services (**See Attachment #13**)

Description of Services/Project: Provides (Drop Zone) services related to identification and prevention of mental health to veterans at Orange Coast, Golden West, and Coastline.

Comments: Reviewed by General Counsel on July 20, 2017, signed by the Chancellor on August 28, 2017.

Term: August 28, 2017 – August 15, 2018

Fiscal Impact: No cost to the District.

File Attachments

[Orange County Health Care Agency - 2017.pdf \(696 KB\)](#)

9. Ratification of Approved Non-Standard Agreements Up to \$88,300

Subject **9.09 OCC - Non-Standard Agreement with University of California, Irvine**

Meeting Sep 19, 2017 - Regular Meeting of the Board of Trustees

Type Consent

Contracting Party: University of California, Irvine, Campus Recreation, Anteater Recreation Center

Description of Services/Project: To provide a four-hour ropes course training for ASOCC student government officers. The training is held at the UCI campus. **(See Attachment #14)**

Comments: Reviewed by General Counsel on July 18, 2017. Signed by the Chancellor on August 3, 2017.

Term: August 21, 2017

Fiscal Impact: Flat fee of \$2,925 upon approval of invoice.

Contact: Dr. Dennis Harkins, President, Orange Coast College

File Attachments

[University of California, Irvine Outdoor Adventures Anteater Recreation Center - 2017.pdf \(349 KB\)](#)

9. Ratification of Approved Non-Standard Agreements Up to \$88,300

Subject	9.10 DIS - Non-Standard Independent Contractor Agreement Corporate Strategies by SkillPath
Meeting	Sep 19, 2017 - Regular Meeting of the Board of Trustees
Type	Consent

Contact: Dr. Cindy Vyskocil, Vice Chancellor of Human Resources, District Office

Contracting Party: Corporate Strategies by SkillPath **(See Attachment #15)**

Description of Services: Facilitate progressional presentation skills training for Human Resources District and College Recruitment Staff Analysis Department employees.

Comments: Reviewed by General Counsel on August 25, 2017 and signed by the Chancellor on August 31, 2017.

Term of Agreement: September 1, 2017 to February 28, 2018

Fiscal Impact: NTE \$3,800

File Attachments

[Corporate Strategies - SkillPath Signed Contract 9.5.17.pdf \(665 KB\)](#)

9. Ratification of Approved Non-Standard Agreements Up to \$88,300

Subject **9.11 DIS - Non-Standard Independent Contractor Agreement | Public Employment Relations Board (PERB)**

Meeting Sep 19, 2017 - Regular Meeting of the Board of Trustees

Type Consent

Contact: Dr. Cindy Vyskocil, Vice Chancellor, Human Resources, District Office

Contracting Party: Public Employment Relations Board (PERB) **(See Attachment #16)**

Description of Services: Provide mediation services upon request and on an “as needed” basis.

Comments: Reviewed by General Counsel on August 14, 2017 and signed by the Chancellor on August 28, 2017.

Term of Agreement: July 1, 2017 to June 30, 2018

Fiscal Impact: NTE \$6,900; \$115 per hour

File Attachments

[PERB Agreement 2017-18.pdf \(2,582 KB\)](#)

10. Ratification of Approved Institutional Memberships

Subject **10.01 CCC – Institutional Memberships**

Meeting Sep 19, 2017 - Regular Meeting of the Board of Trustees

Type Consent

Contact: Dr. Lori Adrian, President, Coastline Community College

Name and Acronym: Chief Student Services Officers Association (CSSO)

Term of Membership: July 1, 2017 - June 30, 2018

Cost: \$300

Purpose: The Chief Student Services Officers Association (CSSO) provides professional growth and development to its members, represents Student Services in statewide consultation, initiates task forces and committees, provides efficient and useful communications to the membership, and promotes the mission of California Community Colleges.

Source of Funding: General Funds

Renewal

Name and Acronym: The National Asian/ Pacific Islander Council, Inc. (NAPIC)

Term of Membership: July 1, 2017 – June 30, 2018

Cost: \$250

Purpose: Membership promotes networking with other Asian/Pacific Islander supporting schools.

Source of Funding: General funds

10. Ratification of Approved Institutional Memberships

Subject **10.02 DIS - Institutional Membership**

Meeting Sep 19, 2017 - Regular Meeting of the Board of Trustees

Type Consent

Contact: John Weispfenning, Ph.D., Chancellor

Name and Acronym: Hispanic Association of Colleges & Universities (HACU)

Term of Membership: January – December, 2017 (Annual membership based on calendar year)

Cost: \$1,790.00 prorated membership fee

Purpose: Membership in HACU improves access to and the quality of postsecondary educational opportunities for Hispanic students, and meets the needs of business, industry and government through the development and sharing of resources, information, and expertise. HACU is the only national educational association that represents Hispanic-Serving Institutions (HSIs).

11. Revenue Generating Agreements/Contracts Under \$88,300

Subject **11.01 CCC – Standard Supplement to Master Course License Agreement with State Board for Community & Technical Colleges**

Meeting Sep 19, 2017 - Regular Meeting of the Board of Trustees

Type Consent

Contact Person: Dr. Lori Adrian, President, Coastline Community College

Contracting Party: State Board for Community & Technical Colleges on behalf of Seattle Central Community College

Description of Services/Project: State Board for Community & Technical Colleges is licensing the course, Cultural Anthropology: Our Diverse World, for use by Seattle Central Community College

Comments: Reviewed by Risk Services, signed by the Chancellor on August 24, 2017.

(Licensing process took longer than anticipated due to delay in receiving signed agreement).

Term: August 16, 2017 – August 15, 2019

Fiscal Impact: Projected revenue is one time license fee of \$800 and \$20 per enrolled student for each and every time course is offered by Licensee

12. Ratification/Approval of Personnel Items

Subject **12.01 DIS - Personnel**

Meeting Sep 19, 2017 - Regular Meeting of the Board of Trustees

Type Consent

1. Ratification of Acceptance of Resignations, Layoffs, Exhaustion of Benefits and Terminations
2. Ratification of Pay Change, Academic Staff
3. Ratification of Horizontal Salary Moves
4. Ratification of Schedule Changes, Classified Staff
5. Ratification Standard Temporary Faculty Employment Agreements

File Attachments

[OPEN Boarddocs.pdf \(23 KB\)](#)

13. Ratification of Approved Professional Development

Subject **13.01 DIS - Classified Professional Development**

Meeting Sep 19, 2017 - Regular Meeting of the Board of Trustees

Type Consent

CONTACT: Dr. Cindy Vyskocil, Vice Chancellor, Human Resources, District Office

<u>Name</u>	<u>Course/Seminar</u>	<u>Dates</u>	<u>Amount</u>
	<u>Option 1</u>		
Helen Ward Transfer Center Staff Assistant CCC	EDOL 780: Transformational Change EDOL 720: Creativity, Innovation, Sustainable Change EDOL 721: The Ethics & Politics of Decision Making Brandman University	8/28 – 10/22/2017 10/23– 12/17/2017	\$3000.00
	<u>Option1</u>		
Ashley Lopez Foundation Staff Aide CCC	LDRS 480: Tools for Annual Giving LDRS 480: Tools for Big Gifts LDRS 480: The People Humboldt State University, College of Extended Education	9/18 – 10/13/2017 10/16 –11/10/2017 11/13 – 12/8/2017	\$700.00
	<u>Option1</u>		
Eva Pok Division Coordinator OCC	PPA 590: Special Topics – Public Policy Admin PPA 555: Gov. Budgeting & Finance CSULB	8/28 – 12/12/2017 8/28 – 10/20/2017	\$3000.00
	<u>Option 1</u>		
Jose Medina Groundskeeper OCC	HVAC A110: Pneumatic Controls 1 HVAC A103: Air Conditioning Serv. OCC	8/28 – 12/16/2017	\$700.00

14. Ratification/Approval of Purchase Orders

Subject	14.01 DIS - Purchase Orders
Meeting	Sep 19, 2017 - Regular Meeting of the Board of Trustees
Type	Consent

Ratify and Approve Purchase Orders

BACKGROUND

Board Policy 6330 requires, in part, that all Purchase Orders valued at more than the current bid level, as specified in Public Contract Code §20651 *et seq.*, will be presented to the Board for prior approval, but that Purchase Orders valued at less than the current Public Contract Code bid level may be presented to the Board for ratification rather than prior to execution.

All purchase orders listed for goods or services on the attached report have all begun with a purchase requisition that has gone through various levels of approval routing at the campus and/or District level. Once approved, the Purchasing Department reviews the requisition for accuracy, pricing, and bidding requirements prior to creating the Purchase Order.

Blanket or "Open Purchase Orders" for supplies and services are created to reserve the particular funds and expedite the ordering of items such as office and maintenance supplies or various services on an "as-needed" basis. These Purchase Orders do not exceed the current bid level as specified in Public Contract Code 20651. An exception to the bid limit arises for Purchase Orders for legal services, insurance and Health benefits. These are created at the requisition stage with an estimated reservation of funds based on past usage, JPA agreements, legal retainer agreements, and collective bargaining unit(s) agreements.

All Blanket Purchase Orders have authorized users that receive the invoice(s) and review and approve Accounts Payable to process payment since the Purchase Orders are only reserving the funds and in no way guarantee the vendor monies not owed.

STATUS

The Purchasing Department has attached the latest summary of the purchase orders for the Board's ratification and approval as a consent item. Items valued over \$10,000 are listed with a brief description of the purchase. If prior Board approval was obtained for items exceeding the current bid limit (Bid award, Independent Contractors, Equipment, etc.) the Board approval date is also included.

RECOMMENDATION

Ratify and/or approve the purchase order transactions as listed on the attached summary report, in accordance with Board Policy 6330.

File Attachments
[091917POBoardList.pdf \(27 KB\)](#)

15. Ratification/Approval of Checks

Subject **15.01 DIS - Checks**

Meeting Sep 19, 2017 - Regular Meeting of the Board of Trustees

Type Consent

File Attachments

[CheckApproval 09-19-17.pdf \(21 KB\)](#)

16. Ratification/Approval of General Obligation Bond Fund Transactions

Subject **16.01 DIS - General Bond Funds**

Meeting Sep 19, 2017 - Regular Meeting of the Board of Trustees

Type Consent

File Attachments

[CheckApprovalBond 09-19-17.pdf \(8 KB\)](#)

17. Discussion Calendar

Subject	17.01 Discussion Calendar
Meeting	Sep 19, 2017 - Regular Meeting of the Board of Trustees
Type	Discussion

The following Discussion Calendar items require motions and votes before these items can be implemented. Board actions which would have the effect of amending current District policies will be specifically noted. Current policies affected will be referenced.

18. Approval of Standard Agreements in Excess of \$88,300

Subject **18.01 DIS - Amendment No. 1 to Standard Architectural Services Agreement with Little Diversified Architectural Consulting for the Orange Coast College Aquatic Center, Adaptive P.E., Support Space Phase I Project, RFP 2093**

Meeting Sep 19, 2017 - Regular Meeting of the Board of Trustees

Type Discussion

Contracting Party: Little Diversified Architectural Consulting, Inc. **(See Attachment #17)**

Description of Services/Project: The District issued RFP# 2093 on August 3, 2016, seeking qualified firms to provide architectural/engineering services in the pre-design, design, bidding, construction and post construction phases of the Aquatic Center, Adaptive P.E., and Support Space Phase I Project at Orange Coast College. Advertising and an extensive evaluation process following this solicitation ultimately concluded with, on January 18, 2017, the Board's approval of a Standard Architectural Services Agreement with Little Diversified Architectural Consulting.

Since then, the original project plan has been adjusted, resulting in the need to re-design the plans to exclude some original features and including a renovation of the existing locker rooms.

Comments: None.

Term: January 19, 2017 through June 30, 2020. This amendment does not propose any changes to the original term date.

Fiscal Impact: \$150,225 additional funds to be paid using Measure M Bond Funds allocated towards the OCC Aquatic Center, Adaptive P.E., and Support Space Project. The original contracted amount was \$2,122,500, bringing the new contract amount to \$2,272,725.

Recommendation: It is recommended by the Chancellor that the Board of Trustees approve Amendment No. 1 to the Architectural Services Agreement with Little Diversified Architectural Consulting for the Orange Coast College Aquatic Center, Adaptive P.E., Support Space Phase I Project

Contact: Dr. Andy Dunn, Vice Chancellor of Finance and Administrative Services, District.

File Attachments

[Little Diversified Architectural Consulting-Amendment No. 1.pdf \(651 KB\)](#)

18. Approval of Standard Agreements in Excess of \$88,300

Subject **18.02 DIS - Amendment No. 1 to Standard Construction Management Agreement with Kitchell CEM for the Orange Coast College Recycling Center, RFP 2074**

Meeting Sep 19, 2017 - Regular Meeting of the Board of Trustees

Type Discussion

Contracting Party: Kitchell CEM (See Attachment #18)

Description of Services/Project: The District issued RFP# 2074 on October 29, 2015, seeking qualified firms to provide construction management services during the pre-construction, bidding, construction, and post-construction phases of the Recycling Center Project at Orange Coast College. Advertising and an extensive evaluation process following this solicitation ultimately concluded with, on January 20, 2016, the Board's approval of a Standard Construction Management Agreement with Kitchell CEM.

Since then, adverse weather delays, additional DSA approval for adjustments to the final project plans, and contractor delays resulted in an extended construction phase from an estimated 12 months to 14 months. Approval of Amendment No. 1 will compensate Kitchell CEM for an additional two months of project management services for the extended construction phase of the Orange Coast College Recycling Center Project.

Comments: None.

Term: January 21, 2016 through December 30, 2019. This amendment does not propose any changes to the original term date.

Fiscal Impact: \$44,698 additional funds to be paid using Measure M Bond Funds allocated towards the OCC Recycling Center Project. The original contracted amount was \$327,869, bringing the new contract amount to \$372,567.

Recommendation: It is recommended by the Chancellor that the Board of Trustees approve Amendment No. 1 to the Standard Construction Management Agreement with Kitchell CEM for Orange Coast College's Recycling Center Project.

Contact: Dr. Andy Dunn, Vice Chancellor of Finance and Administrative Services, District.

File Attachments

[Kitchell CEM-Amendment No. 1.pdf \(65 KB\)](#)

19. Revenue Generating Agreements/Contracts Over \$88,300

Subject **19.01 DIS - Funded Programs**

Meeting Sep 19, 2017 - Regular Meeting of the Board of Trustees

Type Discussion

Funded Programs

It is recommended that approval to participate in the following funded programs and/or projects be granted as outlined below. In addition, it is recommended that the associated contracts be approved as well. Copies of the contracts are available in the Educational Services and Technology Office.

Orange Coast College (OCC) received an amendment for the California Department of Education, Child Development Division grant titled, "**Harry & Grace Steele Children's Center General Child Care & Development Program Grant (CCTR-6157 Amendment 02)**." The Children's Center has received funds to subsidize childcare for low-income student-parents since 1978. OCC provides comprehensive child development services that include: quality childcare for student-parents enrolled at OCC, a food and nutrition program, parent enrichment and resource/referral services. This funding provides child care services for infants and toddlers of low-income students enrolled in a minimum of 6 units while attending OCC, Golden West College or Coastline Community College. *This amendment increases the value of a closed contract to allow OCC to receive reimbursement for a higher number of student-parents and children served during the 2016-2017 school year.*

Fiscal Impact: OCC received ~~\$222,892~~ \$263,892 from July 1, 2016 to June 30, 2017. No matching funds required.

Original Board Date: July 13, 2016

Board Date Amendment 1: December 14, 2016

Contact Person: Dr. Andreea Serban, Vice Chancellor Educational Services and Technology

Orange Coast College (OCC) received an amendment for the California Department of Education, Child Development Division grant titled, "**Harry & Grace Steele Children's Center California State Preschool Program Grant (CSPP-6316 Amendment 02)**." The Children's Center has received funds to subsidize childcare for low-income student-parents since 1978. OCC provides comprehensive child development services that include: quality childcare for student-parents enrolled at OCC, a food and nutrition program, parent enrichment and resource/referral services. This funding provides child care services for preschool children ages 3-5 years of low-income students enrolled in a minimum of 6 units while attending OCC, Golden West College or Coastline Community College. *This amendment increases the value of a closed contract to allow OCC to receive reimbursement for a higher number of student-parents and children served during the 2016-2017 school year.*

Fiscal Impact: OCC received ~~\$448,064~~ \$210,064 from July 1, 2016 to June 30, 2017. No matching funds required.

Original Board Date: July 13, 2016

Board Date Amendment 1: December 14, 2016

Contact Person: Dr. Andreea Serban, Vice Chancellor Educational Services and Technology

Orange Coast College (OCC) received a renewal for the California Department of Education, Child Development Division grant titled, "**Harry & Grace Steele Children's Center General Child Care & Development Program Grant (CCTR-7159)**." The Children's Center has received funds to subsidize childcare for low-income student-parents since 1978. OCC provides comprehensive child development services that include: quality childcare for student-parents enrolled at OCC, a food and nutrition program, parent enrichment and resource/referral services. This funding provides child care services for infants and toddlers of low-income students enrolled in a minimum of 6 units while attending OCC, Golden West College or Coastline Community College. The Board passed Resolution #17-17 to enter into an agreement with the California Department of Education, Child Development Division for the Harry & Grace Steele Children's Center General Child Care & Development Program Grant (CCTR-7159-00) at the June 21, 2017 Board meeting.

Fiscal Impact: OCC will receive \$222,892 from July 1, 2017 to June 30, 2018. No matching funds required.

Contact Person: Dr. Andreea Serban, Vice Chancellor Educational Services and Technology

Orange Coast College (OCC) received a renewal for the California Department of Education, Child Development Division grant titled, "**Harry & Grace Steele Children's Center California State Preschool Program Grant (CSPP-**

7338).” The Children’s Center has received funds to subsidize childcare for low-income student-parents since 1978. OCC provides comprehensive child development services that include: quality childcare for student-parents enrolled at OCC, a food and nutrition program, parent enrichment and resource/referral services. This funding provides child care services for preschool children ages 3-5 years of low-income students enrolled in a minimum of 6 units while attending OCC, Golden West College or Coastline Community College. The Board passed Resolution #17-16 to enter into an agreement with the California Department of Education, Child Development Division for the Harry & Grace Steele Children’s Center California State Preschool Grant (CSPP-7338-00) at the June 21, 2017 Board meeting.

Fiscal Impact: OCC will receive \$148,064 from July 1, 2017 to June 30, 2018. No matching funds required.

Contact Person: Dr. Andreea Serban, Vice Chancellor Educational Services and Technology

20. Approval of Non-Standard Agreements in Excess of \$88,300

Subject **20.01 DIS - Amendment No. 1 to the Non-Standard Pre-Development Agreement with Servitas**

Meeting Sep 19, 2017 - Regular Meeting of the Board of Trustees

Type Discussion

Contracting Party: Servitas **(See Attachment #19)**

Description of Services/Project: On June 21, 2017, the Board of Trustees approved a Non-Standard Pre-Development Agreement with Servitas for the design and construction of the OCC Student Housing Project. Additional services are now being requested to include design and engineering services for the relocation of existing tennis courts and the addition of supplemental parking areas.

Should the project be terminated prior to development, the District could face additional cost exposure for these additional services.

Comments: None.

Term: June 2017 -November 2018

Fiscal Impact: \$264,228. Upon execution of the development agreement, all pre-development costs will be funded by the development financier. In the event that the project is terminated prior to development the District could face this additional cost exposure.

Recommendation: It is recommended by the Chancellor that the Board of Trustees approve Amendment No. 1 to the Non-Standard Pre-Development Agreement with Servitas.

Contact: Dr. Andy Dunn, Vice Chancellor of Finance and Administrative Services, District

File Attachments

[Amendment No. 1 for Pre-Development Agreement.pdf \(83 KB\)](#)

21. Ratification/Approval of General Items of Business

Subject	21.01 DIS – Approval of Educational Administrator Employment Agreement (Lisa Knuppel, OCC)
Meeting	Sep 19, 2017 - Regular Meeting of the Board of Trustees
Type	Discussion

On September 6, 2017, the Board approved the appointment of **Lisa Knuppel** to the position of Dean, Career & Technical Education/Career Services at Orange Coast College commencing on September 7, 2017 and ending on June 30, 2019. After review by the Chancellor, it is recommended that the Board approve the Employment Agreement with Lisa Knuppel, setting forth the terms of her employment. Compensation to be \$152,586.00 annually based on the appropriate step placement. The Board President, or designee, is authorized to sign the Agreement and any related documents, indicating approval by the Board of Trustees. **(See Attachment #20)**

Contact Person: Dr. Cindy Vyskocil, Vice Chancellor of Human Resources, District Office.

File Attachments

[Knuppel, Lisa, OCC.pdf \(90 KB\)](#)

21. Ratification/Approval of General Items of Business

Subject	21.02 DIS - Approval of Educational Administrator Employment Agreement (Sara Head, OCC)
Meeting	Sep 19, 2017 - Regular Meeting of the Board of Trustees
Type	Discussion

On July 19, 2017, the Board approved the reappointment of **Sara Head** to the position of Project Director, Adult Block Education Grant at Orange Coast College commencing on July 1, 2017 and ending on June 30, 2018. After review by the Chancellor, it is recommended that the Board approve the Employment Agreement with Sara Head, setting forth the terms of her employment. Compensation to be \$102,643.00 annually based on the appropriate step placement. The Board President, or designee, is authorized to sign the Agreement and any related documents, indicating approval by the Board of Trustees. **(See Attachment #21)**

Contact Person: Dr. Cindy Vyskocil, Vice Chancellor of Human Resources, District Office.

File Attachments
[Head, Sara.pdf \(87 KB\)](#)

21. Ratification/Approval of General Items of Business

Subject **21.03 DIS - Approval of the 2017/2018 Executive Level Salary Schedule | LL**

Meeting Sep 19, 2017 - Regular Meeting of the Board of Trustees

Type Discussion

Currently, the Coast Community College District ranks fourth out of the five surrounding community college districts in Executive Pay. It is the intent of the District to be able to attract and retain the most qualified, innovative, and experienced executive level talent in the region. Therefore, after a review and assessment by JB Rewards, the District’s class-and-compensation consultant, it is recommended by the Chancellor that the Board of Trustees adopt the revised ‘LL’ salary schedule for executive compensation effective July 1, 2017. **(See Attachment #22)**

This salary schedule is not subject to automatic cost-of-living (“COLA”) adjustments.

Contact: Dr. John Weispfenning, Chancellor

File Attachments
[Executive Level LL Schedule \(7.1.17\).pdf \(36 KB\)](#)

22. Approval of Minutes

Subject **22.01 DIS - Minutes**

Meeting Sep 19, 2017 - Regular Meeting of the Board of Trustees

Type Minutes

After review by the Interim Secretary of the Board, it is recommended by the Board Vice President that the minutes of the following meetings be approved:

Special Meeting of August 29, 2017
Regular Meeting of September 6, 2017

File Attachments

[Special Meeting 8-29-17.pdf \(231 KB\)](#)

[9-6-17 Regular Meeting.pdf \(532 KB\)](#)

23. Close of Meeting

Subject	23.01 Public Comment
Meeting	Sep 19, 2017 - Regular Meeting of the Board of Trustees
Type	Discussion

Public Comment

Members of the public have the opportunity to address the Board of Trustees on any item within the subject matter jurisdiction of the Board. Persons wishing to make comments are allowed five minutes per item. A "Request to Address the Board of Trustees" card needs to be completed and filed with the Secretary of the Board/District Director of the Office of the Board of Trustees prior to speaking.

Please note that the Board cannot take action on any items not on the agenda, with certain exceptions as outlined in the Brown Act. Matters brought before the Board that are not on the agenda may, at the Board's discretion, be referred to staff or placed on the next agenda for Board consideration.

23. Close of Meeting

Subject **23.02 Adjournment**

Meeting Sep 19, 2017 - Regular Meeting of the Board of Trustees

Type Discussion

Adjournment