

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

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**Date:** Wednesday, July 25, 2012

**Location:** Coast Community College District  
Board Room  
1370 Adams Avenue  
Costa Mesa, California 92626

**Time:** 1:00 p.m.

***A G E N D A I T E M S***

1. **Call to Order**
2. **Roll Call**
3. **Pledge of Allegiance - Trustee David Grant**
4. **Opportunity for Public Comment**

*Members of the public have the opportunity to address the Board of Trustees on any item that has been described in this notice, before or during consideration of the item. Persons wishing to make comments are allowed 5 minutes. 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.*

5. **Public Hearing Regarding Board of Trustees' Resolution #12-27 Ordering an Election and Establishing Specifications of the Election Order (See Attachment #1)**
  - a. **Open Public Hearing**
  - b. **Staff Report**
  - c. **Public Testimony**
  - d. **Board of Trustees' Comments**
  - e. **Close Public Hearing**

**6. Consideration of Board of Trustees' Resolution # 12-27 Ordering an Election and Establishing Specifications of the Election Order**

**Background:**

In the spring of 2011, the Vision 2020 Facilities Master Plan was completed. This plan provides a framework for future development needs and reflects the physical plant needs for operations and instructional service delivery at the District's three colleges and administrative headquarters. The plan is driven by the Vision 2020 Educational Master Plan, adopted by the Board of Trustees in the spring of 2011.

During the summer and fall of 2011, staff further analyzed the District's capital needs and developed a comprehensive ten year Capital Improvement Plan (CIP), reflecting long term technology and facilities maintenance/system replacement needs along with the physical plant needs identified in the Vision 2020 Plan.

Following a presentation to the Land Development Committee, the Board received a presentation of the CIP at its Regular Meeting/Study Session of October 19, 2011, and subsequently directed staff to develop and issue Requests for Qualifications/Proposals to secure a bond financing team including bond counsel, underwriter, financial advisor, pollster and political strategist.

An Internal Working Group (IWG) was formed to review proposals, interview candidate firms if necessary, and recommend an action to the full board. This group consists of two members of the Board of Trustees, the Vice Chancellor of Administrative Services, the District Director of Public Affairs, Marketing and Government Relations and the Senior Director of Facilities.

**Internal Working Group Members:**

- Trustee Jim Moreno, Board President
- Trustee Jerry Patterson
- Andrew Jones, Chancellor
- W. Andrew Dunn, Vice Chancellor, Finance and Administrative Services
- Jerry Marchbank, Senior Director, Facilities, Planning & Construction
- Martha Parham, District Director, Public Affairs, Marketing & Government Relations

The full Board subsequently took action to seat the bond team members as described above.

In January 2012, the first of two polls to determine voter interest and sensitivity was conducted. In May, the Board directed staff to implement the exploratory

phase of the program. At this same time the IWG began a program of outreach to various community groups and organizations, as well as taking steps to establish a Blue Ribbon Committee of community members. The exploratory phase of the program concluded with a second tracking poll, the results of which were presented to the Board at their Regular Meeting of July 18, 2012.

**Comments:**

The resolution before the Board calls an election within the District for the purpose of approving school bonds, to request the Orange County Registrar of Voters to conduct the election on behalf of the District, and to authorize the preparation of election materials including ballot arguments and tax rate statement, to be included in the ballot pamphlet.

State law requires the Board of Trustees to order school district elections. The Orange County Registrar of Voters will conduct the election on behalf of the District, including publishing all required notices. This resolution meets the statutory requirements for describing the projects to be funded with the proceeds of the bonds, which is included as Exhibit B to the resolution. A 75-word summary of the measure, as it will appear on the ballot, is also included in the resolution as Exhibit A. The resolution also authorizes the preparation and filing of a tax rate statement, which must be included in the ballot pamphlet, describing the anticipated rates of tax throughout the life of the bond issue. The resolution also authorizes, but does not commit, the Board and/or individual members of the Board to prepare and sponsor a ballot argument in support of the bond measure. No more than five (5) persons may sign the ballot argument.

This election will be called under constitutional and statutory provisions that require fifty-five percent (55%) voter approval, and certain accountability requirements, including annual independent financial and performance audits of how funds are spent, and the formation of a Citizens' Bond Oversight Committee. Following adoption, the resolution (including the signed tax rate statement) must be delivered to the Registrar of Voters and the Board of Supervisors. State law requires that 2/3<sup>rd</sup> of a school board support the resolution calling an election requiring 55% voter approval. At least four (4) Board members must be present and vote "Yes" in order to call the election.

**Recommendation Statement:**

It is recommended that the Board, pursuant to Education Code Sections 15100 *et seq.*, Sections 15264 *et seq.* and Government Code Section 53506, adopt Resolution #12-27 requesting the Orange County Registrar of Voters to call an election on November 6, 2012, under the provisions of Proposition 39 and the

Act, and submit to the electors of the District the question of whether bonds of the District in the aggregate principal amount of \$698,000,000 (the "Bonds") shall be issued and sold to raise money for the purposes described in Exhibits "A" and "B" hereto. (See Attachment #2)

**Fiscal Review & Impact:**

If the voters approve this measure at the General Election of November 6, 2012, General Obligation bonds in the aggregate amount of \$698,000,000 will be authorized for issuance.

**7. Opportunity for the Board of Trustees to Review Proposed Revisions to Board Policy 2715 Code of Ethics for Members of the Board of Trustees**

At this time, Trustees shall have the opportunity to review proposed changes to Board Policy 2715. Based on Trustee review and input, this policy will be returned for action at the August 1, 2012 Regular Board Meeting/Study Session. (See Attachment #3)

**8. Coast Community College District Adjourning Resolution Honoring the Victims of the Aurora, Colorado Incident**

**9. Adjournment**

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 of Trustees at (714) 438-4848 as soon as possible to inform us of your particular needs so that appropriate accommodations may be made.

Daily Pilot  
H.B.I.

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**NOTICE OF PUBLIC HEARING  
REGARDING THE PLACEMENT OF A GENERAL OBLIGATION  
BOND MEASURE FOR CAPITAL AND FACILITIES  
IMPROVEMENTS ON THE GENERAL ELECTION BALLOT IN  
NOVEMBER 2012**

NOTICE IS HEREBY GIVEN that, at a special meeting of the Coast Community College District Board of Trustees, to be held at 1:00 p.m., or as soon as thereafter as the matter can be heard, on July 25, 2012 in the Board Room at the District Offices located at 1370 Adams Avenue, Costa Mesa, California, the Board of Trustees will conduct a public hearing on the matter of adoption of proposed ballot initiative for a General Obligation Bond Measure for the Coast Community College District at which time the Board of Trustees will hear and consider information concerning all evidence and matters from all interested persons related to a potential General Obligation Bond.

NOTICE IS HEREBY FURTHER GIVEN that at the conclusion of the public hearing, the CCCD Board of Trustees may take action approving the placement of a General Obligation Bond Measure on the November 6, 2012 General Election ballot. All interested persons are invited to appear in person at the public hearing or submit written comments, which must be received by the Board of Trustees prior to the hearing. Said written comments are to be submitted to the attention of the Interim Secretary of the Board of Trustees at 1370 Adams Avenue, Costa Mesa, California 92626; and will be received until the day of the Public Hearing. For further information contact the Interim Secretary of the Board of Trustees at 714-438-4607.

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RESOLUTION NO. 12-27

RESOLUTION OF THE BOARD OF TRUSTEES OF THE COAST  
COMMUNITY COLLEGE DISTRICT ORDERING AN  
ELECTION, AND ESTABLISHING SPECIFICATIONS OF THE  
ELECTION ORDER

WHEREAS, the Board of Trustees (the "Board") of the Coast Community College District (the "District"), representing Coastline Community College, Golden West College and Orange Coast College, has determined that certain educational facilities and equipment at each of the three colleges need to be constructed, renovated, acquired and equipped in a fiscally prudent manner, to enable the District to maintain Coastline, Golden West and Orange Coast as valuable community resources that provide an affordable, local education, and increase the educational opportunities of the local students, veterans and active military in the District who desire to learn job skills and transfer to four-year universities; and

WHEREAS, because the U.C. and State college systems are becoming so expensive, more students are relying on community colleges, such as Coastline, Golden West and Orange Coast, and the high quality, affordable college options they each provide at a savings of as much as \$35,000 on their way to a four-year college degree; and

WHEREAS, in today's tough economic times and competitive job environment, the District must continue providing important training and education for local residents entering the workforce for new professions and increase opportunities for local students to earn college credits, certifications and job skills at a reasonable price; and

WHEREAS, Coast Colleges already serve more than 18,000 active military, their families and veterans annually, and an additional 20,000 veterans and their family members will be returning soon to Orange County; and

WHEREAS, due to the growing number of returning military personnel, as well as active military persons, the upgrading of counseling and support services facilities for military veterans, active military and their families is a high priority of the District to help soldiers receive the support they need to complete their education and enter the civilian workforce; and

WHEREAS, the State of California (the "State") has reduced District funding by \$10 million and the Board can no longer rely on Sacramento to fund our three local colleges; and

WHEREAS, notwithstanding ongoing efforts to obtain sufficient facility money from the State, the State has been unable to provide the District with enough money for the District to adequately improve each of Coastline, Golden West and Orange Coast Colleges for all their students and that State facility funding is increasingly conditioned on the District's ability to locally fund a portion of the costs of college campus upgrades in a fiscally prudent manner; and

WHEREAS, the Board has approved the Coast Colleges Vision 2020 Educational Master Plan (the "Master Plan") which sets long-term strategic goals for each of Coastline, Golden West and Orange Coast Colleges; and

WHEREAS, in the judgment of the Board, it is advisable to provide additional funding for attaining these goals, especially preparing our students for university transfer and high-demand jobs; and to expand facilities for course opportunities in science, technology, engineering and math-related fields by means of a general obligation bond; and

WHEREAS, Proposition 46, approved by the voters of the State of California on June 3, 1986 (“Proposition 46”), amended Section 1(b) of Article XIII A of the California Constitution by adding a provision which exempts from the 1% of full cash value limitation, those *ad valorem* taxes used to pay for debt service of any bonded indebtedness for the acquisition or improvement of real property approved on or after July 1, 1978, by two-thirds of the votes cast by voters voting on the proposition; and

WHEREAS, on November 7, 2000, the voters of California approved the Smaller Classes, Safer Schools and Financial Accountability Act (“Proposition 39”) which, as of its effective date, reduced the voter threshold for *ad valorem* tax levies used to pay for debt service or bonded indebtedness to 55% of the votes cast on a community college district general obligation bond; and

WHEREAS, concurrent with the passage of Proposition 39, Chapter 1.5, Part 10, Division 1, Title 1 (commencing with Section 15264) of the Education Code (the “Act”) became operative and established requirements associated with the implementation of Proposition 39; and

WHEREAS, the Board desires to make certain findings herein to be applicable to this election order and to establish certain performance audits, standards of financial accountability and citizen oversight which are contained in Proposition 39 and the Act; and

WHEREAS, the Board determines that, in accordance with Opinion No. 04-110 of the Attorney General of the State of California, the restrictions in Proposition 39, which prohibit any bond money to be used for administrator salaries and other operating expenses of the District shall be strictly enforced by the District’s Citizens’ Oversight Committee; and

WHEREAS, pursuant to Education Code Section 15270, based upon a projection of assessed property valuation, the Board has determined that, if approved by voters, the tax rate levied to meet the debt service requirements of the bonds proposed to be issued will not exceed the Proposition 39 limits per year per \$100,000 of assessed valuation of taxable property; and

WHEREAS, Section 9400 *et seq.* of the Elections Code of the State of California (the “Elections Code”) requires that a tax rate statement be contained in all official materials, including any ballot pamphlet prepared, sponsored or distributed by the District, relating to the election; and

WHEREAS, the Board now desires to authorize the filing of a ballot argument in favor of the proposition to be submitted to the voters at the election; and

WHEREAS, pursuant to the California Elections Code, it is appropriate for the Board to request consolidation of the election with any and all other elections to be held on November 6, 2012, and to request the Orange County Registrar of Voters to perform certain election services for the District; and

WHEREAS, in the judgment of the Board, it is advisable to request the Orange County Registrar of Voters to call an election pursuant to Proposition 39 on the question of whether general obligation bonds shall be issued and sold on behalf of the District for purposes set forth below.

NOW THEREFORE, THE BOARD OF TRUSTEES OF THE COAST COMMUNITY COLLEGE DISTRICT DOES HEREBY RESOLVE, DETERMINE AND ORDER AS FOLLOWS:

Section 1. That the Board, pursuant to Education Code Sections 15100 *et seq.*, Sections 15264 *et seq.* and Government Code Section 53506, hereby requests the Orange County Registrar of Voters to call an election under the provisions of Proposition 39 and the Act and submit to the electors of the District the question of whether bonds of the District in the aggregate principal amount of \$698,000,000 (the "Bonds") shall be issued and sold to raise money for the purposes described in Exhibits "A" and "B" hereto. Both exhibits are directed to be printed in the voter sample ballot pamphlet.

Section 2. That the date of the election shall be November 6, 2012.

Section 3. That the purpose of the election shall be for the voters in the District to vote on a proposition, a copy of which is attached hereto and marked Exhibit "A" and incorporated by reference herein, containing the question of whether the District shall issue the Bonds to pay for improvements to the extent permitted by such proposition. In compliance with Proposition 39 and the Act, the ballot proposition in Exhibit "A" is subject to the following requirements and determinations:

(a) the proceeds of the sale of the Bonds shall only be used for the purposes set forth in the ballot measure and not for any other purpose, including faculty and administrator salaries and other college operating expenses;

(b) that the Board, in compliance with Proposition 39, and in establishing the projects set forth in Exhibit "B", evaluated the safety, enrollment trends, class size, class availability, information technology and the job training needs of the District;

(c) that the Board will cause to be conducted an annual, independent performance audit to ensure that the Bond moneys get expended for the projects identified in Exhibits "A" and "B" hereto;

(d) that the Board will cause an annual, independent financial audit of the proceeds from the sale of Bonds to be conducted until all of the Bond proceeds have been expended and accounted for;

(e) that the Board will cause the appointment of a Citizens' Oversight Committee in compliance with Education Code Section 15278 no later than 60 days after the Board enters the election results in its minutes pursuant to Education Code Section 15274. The Citizens' Oversight Committee shall initially consist of at least seven (7) members and at no time consist of less than seven (7) members, with the possible exception of brief periods to fill any unexpected vacancies. The Citizens' Oversight Committee may not include any employee or official of the District or any vendor, contractor or consultant of the District. The Citizens' Oversight Committee shall include all of the following: One (1) member who is active in a business organization representing the business community located within the District; One (1) member who is active in a senior citizens'

organization; One member who is active in a bona fide taxpayer association. In furtherance of its specifically enumerated purposes, the Citizens' Oversight Committee may engage in any of the following activities relating solely and exclusively to the expenditure of the Proposition 39 bond proceeds:

- (i) Receive and review copies of the annual, independent financial and performance audits performed by independent consultant(s);
- (ii) Inspect District facilities and grounds to ensure that Proposition 39 bond revenues are expended in compliance with applicable law;
- (iii) Receive and review copies of all deferred maintenance proposals or plans developed by the District;
- (iv) Review efforts of the District to maximize Proposition 39 bond revenues by implementing cost-saving programs;

(f) that the tax levy authorized to secure the bonds of this election shall not exceed the Proposition 39 limits per \$100,000 of taxable property in the District when assessed valuation is projected by the District to increase in accordance with Article XIII A of the California Constitution;

Section 4. That the authority for ordering the election is contained in Education Code Sections 15100 *et seq.*, 15340 *et seq.* and 15264 *et seq.* and Government Code Section 53506.

Section 5. That the authority for the specifications of this election order is contained in Section 5322 of the Education Code.

Section 6. That the Orange County Registrar of Voters and the Orange County Board of Supervisors are hereby requested to consolidate the election ordered hereby with any and all other elections to be held on November 6, 2012 within the District.

Section 7. That this Resolution shall stand as the "order of election" to the Orange County Registrar of Voters to call an election within the boundaries of the District on November 6, 2012.

Section 8. That the Secretary of the Board is hereby directed to send a certified copy of this Resolution to the Orange County Registrar of Voters no later than August 10, 2012.

Section 9. That the maturity of any Bonds issued pursuant to Section 15300 *et seq.* of the Education Code hereto shall have a maturity not exceeding twenty-five (25) years, and Bonds issued pursuant to Section 53506 of the Government Code shall have a maturity of not exceeding forty (40) years. The maximum rate of interest on any Bond shall not exceed the maximum rate allowed by Education Code Sections 15140 to 15143, as modified by Government Code Section 53531. The Board approves the filing of a Tax Rate Statement and primary and rebuttal arguments, as appropriate, and directs their publication in accordance with the requirements of the Elections Code.

Section 10. That the Board requests the governing body of any such other political subdivision, or any officer otherwise authorized by law, to partially or completely consolidate such

election and to further provide that the canvass be made by any body or official authorized by law to canvass the returns of the election, and that the Board consents to such consolidation.

Section 11. Pursuant to Section 5303 of the Education Code and Section 10002 of the Elections Code, the Board of Supervisors of Orange County is requested to permit the Registrar of Voters to render all services specified by Section 10418 of the Elections Code relating to the election, for which services the District agrees to reimburse Orange County, such services to include the publication of a Formal Notice of School Bond Election and the mailing of the sample ballot and tax rate statement (described in Section 9401 of the Elections Code) pursuant to the terms of Section 5363 of the Education Code and Section 12112 of the Elections Code.

ADOPTED, SIGNED AND APPROVED this 25<sup>th</sup> day of July, 2012.

BOARD OF TRUSTEES OF THE COAST  
COMMUNITY COLLEGE DISTRICT

By \_\_\_\_\_  
Board President

Attest:

\_\_\_\_\_  
Interim Secretary

STATE OF CALIFORNIA    )  
  )ss  
ORANGE COUNTY         )

I, Daryl Betancur, do hereby certify that the foregoing is a true and correct copy of Resolution No. 12-27 which was duly adopted by the Board of Trustees of the Coast Community College District at meeting thereof held on the 25<sup>th</sup> day of July 2012, and that it was so adopted by the following vote:

AYES:

NOES:

ABSENT:

ABSTENTIONS:

By \_\_\_\_\_  
Interim Secretary

EXHIBIT A

**GOLDEN WEST COLLEGE, ORANGE COAST COLLEGE AND COASTLINE COMMUNITY COLLEGE STUDENTS, ACTIVE MILITARY AND VETERANS AFFORDABLE EDUCATION AND JOB TRAINING MEASURE.** “To address severe State cuts, prepare students/returning veterans for universities/jobs by expanding classrooms and courses in science, technology, engineering/ math, improving active military/veterans educational resources, repairing decaying walls, fire/drainage systems, leaking roofs, removing asbestos, upgrading technology, acquiring, constructing, repairing facilities, sites, equipment, shall Coast Community College District issue \$698,000,000 in bonds at legal rates, with financial safeguards/audits, NO money for administrators' salaries/pensions, prohibiting Sacramento from taking these local funds?”

Bonds - Yes

Bonds – No

EXHIBIT B

FULL TEXT BALLOT PROPOSITION

COAST COMMUNITY COLLEGE DISTRICT  
BOND MEASURE ELECTION NOVEMBER 6, 2012

**GOLDEN WEST COLLEGE, ORANGE COAST COLLEGE AND COASTLINE COMMUNITY COLLEGE STUDENT, ACTIVE MILITARY AND VETERANS AFFORDABLE EDUCATION AND JOB TRAINING MEASURE.** “To address severe State cuts, prepare students/returning veterans for universities/jobs by expanding classrooms and courses in science, technology, engineering/ math, improving active military/veterans educational resources, repairing decaying walls, fire/drainage systems, leaking roofs, removing asbestos, upgrading technology, acquiring, constructing, repairing facilities, sites, equipment, shall Coast Community College District issue \$698,000,000 in bonds at legal rates, with financial safeguards/audits, NO money for administrators' salaries/pensions, prohibiting Sacramento from taking these local funds?”

Bonds - Yes

Bonds – No

**PROJECTS**

The Board of Trustees of the Coast Community College District, to be responsive to the needs of its community, evaluated each of Coastline College’s, Golden West College’s and Orange Coast College’s urgent and critical facility needs, and its capacity to provide students and Veterans with an affordable education and prepare them for success in college and careers. Safety issues, class size and offerings, and information and computer technology were each considered, in developing the scope of projects to be funded, as outlined in both the District’s Vision 2020 Educational Master Plan and in the Vision 2020 Facilities Master Plan, each incorporated herein by reference in their entirety (together, the “Master Plan”), and available for review on the District’s website ([www.ccd.edu](http://www.ccd.edu)). In developing the scope of projects for each of the three colleges, the faculty, staff, students and community have prioritized career training, technology used for job training and facilities available to support an affordable education, so that the most critical needs that will make the Coast Colleges an effective place for learning, would be addressed. In the course of developing the Master Plan public input was received from hundreds of constituents. It was concluded that if these facility needs were not addressed now, Coast Colleges would be unable to remain competitive in preparing students for jobs in high demand industries and university transfer. The Board concluded that the longer they waited to repair and upgrade the Coast Colleges the more expensive it would be. **In implementing the Master Plan, the Board of Trustees determines that Coastline, Golden West and Orange Coast College MUST:**

- (i) **Ensure local students have access to AFFORDABLE, LOW-COST, HIGH-QUALITY EDUCATION and technologies they need to go to four-year universities and compete for good paying jobs;**
- (ii) **Expand course offering in science, technology, engineering and math related fields;**
- (iii) **IMPROVE EDUCATIONAL RESOURCES FOR STUDENTS WHO ARE VETERANS OR ACTIVE MILITARY; AND**

- (iv) **Repair and replace aging and outdated career and vocational classrooms, labs and equipment to provide students with opportunities to learn job skills; and**
- (v) **Adhere to stringent FISCAL ACCOUNTABILITY safeguards including:**
  - (a) **Sacramento will be prohibited from taking any of the funds raised,**
  - (b) **All expenditures will be subject to annual independent financial audits,**
  - (c) **No funds will be used for administrators' salaries and pensions,**
  - (d) **ALL FUNDS WILL BE SUBJECT TO LOCAL CONTROL,**
  - (e) **An independent citizens' oversight committee will be appointed to ensure that all funds are spent only as authorized.**

## **COASTLINE COLLEGE**

### **Academic Facility and Technology Upgrade Projects To Help Students, Active Military and Veterans** **Transfer To Four-Year Universities Or Be Trained For Good Jobs**

**Goal and Purpose:** Ensuring students, active military and veterans are either prepared for transfer to University of California or State college systems or be trained for in-demand, good paying jobs is a major objective of Coastline College. Since last year the State cut \$10 million in funding for Coast Colleges, Coastline College can no longer rely on Sacramento to adequately fund its programs, thus Coastline College requires funds that are locally controlled to improve academic facilities and technology implementations which will allow it to continue providing access to affordable, high quality education:

- **Upgrade and expand facilities for career training in well-paying careers and transfer to universities.**
- **Expand course opportunities in science, technology, engineering and math-related fields.**
- Install additional electrical service capacity to improve computer technology and Internet access.
- Upgrade outdated vocational classrooms, labs and equipment to provide students with opportunities to learn job skills.
- **Upgrade support facilities for Veterans and currently active military personnel.**
- Upgrade and replace existing information technology infrastructure and network systems to improve efficiency and increase capacity.
- Upgrade and expand telecommunications, internet and network connections.
- Upgrade academic buildings to expand police, nursing, health-related careers, and technical job training.
- Upgrade and replace technology, computers, hardware and software systems, used for job training and retraining programs.

**Basic Repair and Construction Projects To  
Provide Greater Access to an Affordable Education**

**Goal and Purpose:** Since the cost of attending a public university has risen to as much as six (6) times that of attending Coastline College, students rely on Coastline to save as much as \$35,000 in tuition on their way to a four-year degree. Therefore, keeping Coastline's facilities upgraded will increase local students, military and veterans earn college credits, certificates and job skills at a reasonable price:

- Repair decaying walls, drainage systems and leaky roofs.
- **Remove asbestos.**
- Construct more classroom space.
- Implement ADA accessibility improvements throughout the campus' buildings, classrooms, and other facilities to ensure availability to persons with disabilities.
- Install and repair fire safety equipment including alarms, smoke detectors, sprinklers, emergency lighting and fire safety doors.
- Upgrade outdated electrical systems and wiring for computer technology and Internet access.
- Renovate, repair or replace outdated laboratories, classrooms, training centers and support facilities.
- **Upgrade** and replace **technology**, hardware and software systems.
- Upgrade and replace classroom instructional equipment.

**GOLDEN WEST COLLEGE**

**Academic Facility and Technology Upgrade Projects To Help Students, Active Military and  
Veterans Transfer To Four-Year Universities Or Be Trained For Good Jobs**

**Goal and Purpose:** Ensuring students are either prepared for transfer to University of California or State college systems or be trained for in-demand, good paying jobs is a major objective of Golden West College. Our area's employment opportunities are anticipated to increase and Orange County businesses have asked Golden West College to expand its course offerings to meet their growing need. Thus Golden West College requires funds that are locally controlled to expand academic facilities and technology implementations in emerging fields to allow local businesses to hire local residents to help grow our economy:

- **Upgrade and expand facilities for career training in well-paying careers and transfer to universities.**
- **Expand course opportunities in science, technology, engineering and math-related fields.**
- Install additional electrical service capacity to improve computer technology and Internet access.

- Upgrade outdated vocational classrooms, labs and equipment to provide students with opportunities to learn job skills.
- **Upgrade support facilities for Veterans and currently active military personnel.**
- Upgrade and replace existing information technology infrastructure and network systems to improve efficiency and increase capacity.
- Upgrade and expand telecommunications, internet and network connections.
- Upgrade academic buildings to expand police, nursing, health-related careers, and technical job training.
- Upgrade and replace technology, computers, hardware and software systems, used for job training and retraining programs.

**Basic Repair and Construction Projects To  
Provide Greater Access to an Affordable Education**

**Goal and Purpose: Since the cost of attending a public university has risen to as much as six (6) times that of attending Golden West College, students rely on Golden West to save as much as \$35,000 in tuition on their way to a four-year degree. Therefore, keeping Golden West's facilities upgraded will increase local students earn college credits, certificates and job skills at a reasonable price:**

- Remove asbestos.
- **Repair decaying walls, drainage systems and leaky roofs.**
- Construct more classroom space.
- Implement ADA accessibility improvements throughout the campus' buildings, classrooms, and other facilities to ensure availability to persons with disabilities.
- Install and repair fire safety equipment including alarms, smoke detectors, sprinklers, emergency lighting and fire safety doors.
- Upgrade outdated electrical systems and wiring for computer technology and Internet access.
- Renovate, repair or replace outdated laboratories, classrooms, training centers and support facilities.
- Upgrade and replace technology, hardware and software systems.
- Upgrade and replace classroom instructional equipment.

## ORANGE COAST COLLEGE

### **Academic Facility and Technology Upgrade Projects To Help Students, Active Military and Veterans Transfer To Four-Year Universities Or Be Trained For Good Jobs**

**Goal and Purpose:** Ensuring students are either prepared for transfer to University of California or State college systems or be trained for in-demand, good paying jobs is a major objective of Orange Coast College. Since last year the State cut \$10 million in funding for Coast Colleges, Orange Coast College can no longer rely on Sacramento to adequately fund its programs, thus Orange Coast College requires funds that are locally controlled to improve academic facilities and technology implementations which will allow it to continue providing access to affordable, high quality education:

- Upgrade and expand facilities for career training in well-paying careers and transfer to universities.
- Expand course opportunities in science, technology, engineering and math-related fields.
- Install additional electrical service capacity to improve computer technology and Internet access.
- Upgrade outdated vocational classrooms, labs and equipment to provide students with opportunities to learn job skills.
- Upgrade support facilities for Veterans and currently active military personnel.
- Upgrade and replace existing information technology infrastructure and network systems to improve efficiency and increase capacity.
- Upgrade and expand telecommunications, internet and network connections.
- Upgrade academic buildings to expand police, nursing, health-related careers, and technical job training.
- Upgrade and replace technology, computers, hardware and software systems, used for job training and retraining programs.

### **Basic Repair and Construction Projects To Provide Greater Access to an Affordable Education for All**

**Goal and Purpose:** In order to continue to offer access to an affordable education, many urgent and basic repairs such as leaking roofs, outdated plumbing and aging electrical systems that will make Orange Coast College clean and safe for learning, need to be done:

- Remove asbestos.
- Repair decaying walls, drainage systems and leaky roofs.
- Construct more classroom space.
- Implement ADA accessibility improvements throughout the campus' buildings, classrooms, and other facilities to ensure availability to persons with disabilities.

- Install and repair fire safety equipment including alarms, smoke detectors, sprinklers, emergency lighting and fire safety doors.
- Upgrade outdated electrical systems and wiring for computer technology and Internet access.
- Renovate, repair or replace outdated laboratories, classrooms, training centers and support facilities.
- Upgrade and replace technology, hardware and software systems.
- Upgrade and replace classroom instructional equipment.

\* \* \*

The listed projects will be completed as needed. Each project is assumed to include its share of furniture, equipment, architectural, engineering, and similar planning costs, program/project management, staff training expenses and a customary contingency. In addition to the listed projects stated above, the Project List also includes the acquisition of a variety of instructional, maintenance and operational equipment, including the reduction or retirement of outstanding lease obligations and interim funding incurred to advance fund projects from the Project List, payment of the costs of preparation of all facility planning, facility studies, assessment reviews, facility master plan preparation and updates, environmental studies (including environmental investigation, remediation and monitoring), design and construction documentation, and temporary housing of dislocated college activities caused by construction projects. In addition to the projects listed above, repair, renovation and construction projects may include, but not be limited to, some or all of the following: renovation of student and staff restrooms; replace aging electrical and plumbing systems; repair and replacement of heating and ventilation systems; upgrade of facilities for energy efficiencies, including photovoltaic/solar installations; repair and replacement of worn-out and leaky roofs, windows, walls doors and drinking fountains; removal of outdated buildings and construction of new classrooms and support buildings; installation wiring and electrical systems to safely accommodate computers, technology and other electrical devices and needs; upgrade facilities to meet current earthquake safety standards; construct student housing; repair and replacement of fire alarms, emergency communications and security systems; upgrading, resurfacing, replacing or relocating of hard courts, fields, turf and irrigation systems; upgrade classrooms; upgrade existing parking lots/garages; repair, upgrade and install interior and exterior lighting systems; upgrade early education job training facilities; replace water and sewer lines and other plumbing systems; upgrade to sustainable landscaping; improve water conservation and energy efficiency; replace elevators; replace outdated security systems; replace existing window systems with energy efficient systems to reduce costs; replace outdated heating and ventilation systems; improve insulation, weather proofing and roofs to reduce costs; improve access for the disabled; install and repair fire safety equipment, including alarms, smoke detectors, sprinklers, emergency lighting, and fire safety doors; inspect for/repair gas pipe leaks, replace broken concrete walks, deteriorated asphalt; replace/upgrade existing signage, bells and clocks; install new security systems, such as security (surveillance) cameras, outdoor lighting, fencing, gates and classroom door locks; replace sewer lines and improve drainage systems to prevent flooding; upgrade roadway and pedestrian paths for improved safety and access for emergency vehicles, site parking, utilities and grounds. The upgrading of technology infrastructure includes, but is not limited to, the funding of a technology endowment, LCD projectors, portable interface devices, servers, switches, routers, modules, sound projection systems, laser printers, digital white boards, document projectors, upgrade voice-over-IP, call manager and network security/firewall, and other miscellaneous equipment and software. In addition, at Coastline

College, the Project List includes upgrades to the student learning center, acquisition of land, and solar energy projects to reduce operating costs. At Golden West College, the Project List includes renovations of the design technology, cosmetology, rehab center buildings, expansion of the community center, and central warehouse. At Orange Coast College, upgrades to the business, math and computing center, parking upgrades, student union, support center, administration building improvements.

The allocation of bond proceeds will be affected by the District's receipt of State matching funds and the final costs of each project. In the absence of State matching funds, which the District will aggressively pursue to reduce the District's share of the costs of the projects, the District will not be able to complete some of the projects listed above. Some projects, such as physical education facilities, planetarium, student housing, may be undertaken as joint use projects in cooperation with other local public or non-profit agencies. The budget for each project is an estimate and may be affected by factors beyond the District's control. The final cost of each project will be determined as plans and construction documents are finalized, construction bids are received, construction contracts are awarded and projects are completed. Based on the final costs of each project, certain of the projects described above may be delayed or may not be completed. Demolition of existing facilities and reconstruction of facilities scheduled for repair and upgrade may occur, if the Board determines that such an approach would be more cost-effective in creating more enhanced and operationally efficient campuses. Necessary site preparation/restoration may occur in connection with new construction, renovation or remodeling, or installation or removal of relocatable classrooms, including ingress and egress, removing, replacing, or installing irrigation, utility lines, trees and landscaping, relocating fire access roads, and acquiring any necessary easements, licenses, or rights of way to the property. Proceeds of the bonds may be used to pay or reimburse the District for the cost of District staff when performing work on or necessary and incidental to bond projects. Bond proceeds shall only be expended for the specific purposes identified herein. The District shall create an account into which proceeds of the bonds shall be deposited and comply with the reporting requirements of Government Code § 53410.

**NO ADMINISTRATOR SALARIES.** PROCEEDS FROM THE SALE OF THE BONDS AUTHORIZED BY THIS PROPOSITION SHALL BE USED ONLY FOR THE ACQUISITION, CONSTRUCTION, RECONSTRUCTION, REHABILITATION, OR REPLACEMENT OF SCHOOL FACILITIES, INCLUDING THE FURNISHING AND EQUIPPING OF SCHOOL FACILITIES, AND NOT FOR ANY OTHER PURPOSE, INCLUDING TEACHER AND COLLEGE ADMINISTRATOR SALARIES, PENSIONS AND OTHER OPERATING EXPENSES.

**FISCAL ACCOUNTABILITY.** THE EXPENDITURE OF BOND MONEY ON THESE PROJECTS IS SUBJECT TO STRINGENT FINANCIAL ACCOUNTABILITY REQUIREMENTS. BY LAW, PERFORMANCE AND FINANCIAL AUDITS WILL BE PERFORMED ANNUALLY, AND ALL BOND EXPENDITURES WILL BE MONITORED BY AN INDEPENDENT CITIZENS' OVERSIGHT COMMITTEE TO ENSURE THAT FUNDS ARE SPENT AS PROMISED AND SPECIFIED. THE CITIZENS' OVERSIGHT COMMITTEE MUST INCLUDE, AMONG OTHERS, REPRESENTATION OF A BONA FIDE TAXPAYERS ASSOCIATION, A BUSINESS ORGANIZATION AND A SENIOR CITIZENS ORGANIZATION. NO DISTRICT EMPLOYEES OR VENDORS ARE ALLOWED TO SERVE ON THE CITIZENS' OVERSIGHT COMMITTEE.

**Coast Community College District**  
**BOARD POLICY**  
Chapter 2  
Board of Trustees

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**BP 2715 Code of Ethics for Members of the Board of Trustees**

Accreditation Standard IV.B.1.a, e, & h

**PREFACE**

As elected representatives of the community, Members of the Board of Trustees of the Coast Community College District have been granted a position of "Trusteeship" over the District and its three colleges. Trustees and governing boards have the responsibility to be fair, legal, ethical, and accountable. Trustees shall be independent, impartial, and responsible in their judgment and actions in the governance of the District. District Trustees shall conduct themselves in an ethical manner that does not present even the appearance of a Conflict of Interest.

In recognition of these goals, the Board of Trustees has set forth the following:

**ETHICAL RESPONSIBILITIES**

The Board of Trustees shall:

1. Recognize that the primary responsibility of the Board of Trustees is to govern in the best interest of the education needs of the entire District. Trustees shall recognize they are an independent policy-making body that reflects the public interest in Board activities and decisions. Trustees shall be aware that they are responsible to everyone served by the District.
2. Understand that it has ultimate responsibility for educational quality, legal matters, financial integrity, and operational efficiency. Use the powers of the office honestly and constructively, communicating and promoting the needs of the community to the District, and the needs of the District to the community.
3. Advocate for and defend the District, and protect the District from undue influence and pressure.
4. Keep in mind at all times that the District exists to serve students. Protect the interest of students in every decision and assure the opportunity for high-quality education for every student. Maintain consistent and vigilant oversight of the District as a policy-setting Board.
5. Be responsible for establishing policies to assure the quality, integrity, and effectiveness of the student learning programs and services of the District. Act in a manner consistent with Board Policies.

6. Recognize that a Trustee is a member of an educational team, and that the strength and effectiveness of the Board is as a Board, not as individuals. Unless otherwise delegated, Trustees have authority only when the Board is in official meetings; an individual member cannot bind the Board outside of such meetings; and that majority decisions of the Board shall be abided by.
7. Recognize that deliberations of the Board in closed session are confidential and not for release or discussion outside the Closed Session to anyone or in public without the prior approval of the Board by majority vote. Maintain confidentiality of closed session material, private employee and student information, and matters subject to attorney-client privilege. Confine Board action to policy determination, planning and budget, performance evaluation, maintaining the fiscal stability of the District, and other duties set forth in law or policy. Delegate administrative authority to the Chancellor as the Board Executive Officer. Support District personnel in the appropriate performance of their duties and ensure that they have the requisite responsibility, adequate resources, and necessary authority to perform effectively. The Board will hold the Chancellor accountable for the administration of the educational program and the conduct of District business.
8. Create a positive climate by encouraging and supporting innovation and creativity in District programs and operations. Recognize that the Board sets an example for the entire institution; therefore, act with integrity and reflect the values of trustworthiness, respect, fairness, team, and caring at all times when performing Trustee responsibilities. Maintain an atmosphere in which controversial issues can be debated openly and fairly, protecting the dignity of individuals.
9. Focus requests for information and discussions at Board meetings on topics that address the fulfillment of the District mission, the future of the District, and long-term strategies. Seek pertinent information by asking timely and substantive questions, and request data and information through protocols established by the Board and the Chancellor.
10. Accurately account for Trustee expenses; establish and uphold fair and prudent expense standards and reporting procedures.
11. Avoid any conflict of interest or the appearance of impropriety that could result because of the Trustee's position, and avoid intentionally using the Trusteeship for personal gain.
12. Adhere to the principles of nondiscrimination and equality without regard to race, color, sex, gender identity, gender expression, religion, age, national origin, ancestry, sexual orientation, marital status, medical condition, physical or mental disability, military or veteran status, or generic information.

#### STEPS IN ADDRESSING ETHICAL VIOLATIONS

1. The Board of Trustees has responsibility for monitoring itself.

2. The President of the Board plays a key role in ensuring that laws and codes of ethics are followed.
3. Violations or suspected violations of the Board's Code of Ethics will be addressed by the President of the Board, who will first discuss the violation with the Trustee in question to reach a resolution.
4. If resolution is not achieved and further action is deemed necessary, the President may appoint an ad hoc committee to examine the matter and recommend further courses of action to the Board, which may include a recommendation for censure of the Trustee in question.
5. If the President is perceived by another Trustee to have violated the Code, the Vice President is authorized to pursue resolution.
6. If the violation is perceived to be a criminal or legal offense, the matter will be referred by the Board to the District's General Counsel and/or the Orange County District Attorney.

#### TRUSTEE STANDARDS OF PRACTICE

In support of effective community college governance, the ~~governing board~~Board of Trustees of the Coast Community College District believes:

- That it derives its authority from the community and that it must always act as an advocate on behalf of the entire community;
- That it strives to support diversity in hiring and employment to reflect the community it serves;
- That it must clearly define and articulate its role;
- That it is responsible for creating and maintaining a spirit of true cooperation and a mutually supportive relationship with its CEO;
- That it always strives to differentiate between external and internal processes in the exercise of its authority;
- That its trustee members should engage in a regular and ongoing process of in-service training and continuous improvement;
- That its trustee members come to each meeting prepared and ready to debate issues fully and openly;
- That its trustee members vote their conscience, but support the Board's decisions once made;
- That its behavior, and that of its members, exemplify ethical behavior and conduct that is above reproach;
- That it endeavors to remain always accountable to the community;

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