

Associated Students of Orange Coast College (ASOCC)
Student Government of Orange Coast College (SGOCC)
Student Senate & Executive Board
MEETING MINUTES

Friday, November 17, 2017; 9:00 a.m.

ASOCC Office

2701 Fairview Road • Costa Mesa, California 92626 • (714) 432-5730

I. Organizational Items

I.01 Call to Order: 9:05 a.m.

I.02 Roll Call

Student Senators: Haley Burg (absent), Jake Chustz, Katherine Hoang, Jesse Lopez (arrived 9:10 a.m.), Caitlyn Nojiri, Jose Sanchez (absent), Viktoriia Vasileva (absent), & Ethan Wien

Executive Board: David Vo, Frances Sanchez (absent), Leanna Gutierrez, Nick Liszewski, Alexandra Junell Brown, Cindy Matuch, & Kristina Tseng

Advisor: Mike Morvice

Staff: Eva Shaffer

I.03 Opportunity for Pledge of Allegiance

I.04 Approval of Minutes

Motion by Nick Liszewski to approve the minutes from Associated Students of Orange Coast College (ASOCC), Student Government of Orange Coast College (SGOCC) Student Senate Meeting dated November 3, 2017; 2nd by Cindy Matuch. Minutes approved without objection.

II. Public Forum

This time is reserved for members of the public to address the Student Senate and Executive Board on issues on or not already appearing on the agenda. A limit of five (5) minutes per speaker and fifteen (15) minutes per topic will be enforced. This is not a period of discussion for the Student Senate and Executive Board; however, the Senate President may respond to specific questions and concerns made by the public.

III. Reports

III.01 Fiscal Affairs Council Report and Recommendation(s) for Possible Student Senate Action

This is an opportunity for the Vice President of Fiscal Affairs to present financial recommendations and reports as well as an opportunity for the Senate to approve financial recommendations. Following deliberation and action by the Fiscal Affairs Council, the Vice President of Fiscal Affairs recommends the following Student Senate and Executive Board action(s) be taken:

1. Club Start-Up Funds: OCC Makerspace, Chinese Union Club, OCC Yoga Club, and OCC Surf Club.

Motion by David Vo to approve the \$50 Club Start-Up Funds for OCC Makerspace, OCC Yoga Club, and OCC Surf Club; 2nd by Nick Liszewski. Motion passes without objection.

Chinese Union not approved as their paperwork was not signed by advisor.

2. One time:

- Algorithm Club will be presenting the request for \$268.25 to attend an ACM-ICPC computer competition at Riverside Community College on November 11, 2017.

Motion by Nick Liszewski to reimburse the Algorithm Club \$268.25 as an exception to current policy due to the fact that no Senate and Executive Board Meeting took place last week. 2nd by Cindy Matuch. Motion passes 9-1.

Recorded Vote:

Katherine Hoang - Aye

Jesse Lopez- Aye

Caitlyn Nojiri-No

Jose Sanchez-Absent

Viktoriia Vasileva-Absent

Ethan Wien- Aye

David Vo- Aye

Frances Sanchez-Absent

Leanna Gutierrez- Aye

Nick Liszewski- Aye

Alexandra Junell Brown- Aye

Cindy Matuch- Aye

Kristina Tseng- Aye

- Circle K will be presenting the request for \$5,808.00 to attend the Circle K District Convention from March 23-25, 2018 in Los Angeles, California.

Motion by Katherine Hoang to approve \$5,808.00 to the Circle K Club to attend the Circle K District Convention from March 23-25, 2018 in Los Angeles, California; 2nd by Leanna Gutierrez. Motion passes without objection.

III.02 Participatory Governance Committee Reports

Opportunity for V.P. of Diplomatic Affairs to make recommendations for appointments to shared governance committees as well as an opportunity for reports from any individual involved in a campus wide committee.

Jesse Lopez reported on the Academic Senate.

Nick Liszewski reported on the College Council.

Caitlyn Nojiri reported on the campus Sustainability Committee.

Cindy Matuch reported on the Institutional Effectiveness Committee.

Cindy Matuch reported on the Student Success and Enrollment Committee on behalf of Frances Sanchez.

Motion by Kristina Tseng to appoint the following student to their respective committee; 2nd by Leanna Gutierrez. Motion passes without objection.

Anna Torres – Curriculum Committee

Minji Suh – Student Services Planning Council

III.03 Student Body President's Report

This is an opportunity for the Student Body President to report.

Leanna Gutierrez provided her report.

- Institutional Advancement and Effectiveness Planning Council.
- Foundation Meeting

III.04 Standing/Ad-hoc/Special Committees

1. Constitution and Bylaws Committee – Jake Chustz reported.

2. Mentorship Task Force - Jake Chustz reported on behalf of Viktoriia Vasileva.

3. Events Task Force – No report.

4. Communications Committee – Alexandra Junell Brown reported.

5. Sustainability Committee – Caitlyn Nojiri reported.

IV. Unfinished Business

V. New Business

All items under new business are discussion and/or action items. Attachments are available in the ASOCC Office.

V.01 OCC Bookstore HVAC System Repair Request

Presentation regarding the request for the Associated Students of Orange Coast College to fund the repairs for Heating, Ventilation, and Air Conditioning (HVAC) for up to **\$82,500.00**. Discussion and possible action to follow.

Motion by Nick Liszewski to approve \$68,240 from Undesignated Funds to the OCC Bookstore's request to fund the repairs for Heating, Ventilation, and Air Conditioning (HVAC); 2nd by Jesse Lopez. Motion passes without objection.

Motion by Caitlyn Nojiri to extend meeting by 15 minutes; 2nd by Kristina Tseng. Motion passes without objection.

V.02 Coast Community College District (CCCD) Administrative Procedure 5500 – Student Code of Conduct

Mike Morvice gave a presentation regarding revisions to CCCD Administrative Procedure 5500 – Student Code of Conduct.

V.03 2017-2018 SGOCC Student Senator Interviews

The Senate and Executive Board discussed the new interview timeline for the open 2017-2018 SGOCC Student Senator position.

V.04 2017-2018 Student Senator Appointment

V.05 Fiscal Affairs Council One Time Funding Request Forms

Presentation, discussion, and possible action regarding the new Fiscal Affairs Council One Time Funding Request forms. – *Item Tabled*

V.06 Events Task Force Presentation

Jesse Lopez gave a presentation on the Events Task Force Taco Event which occurred on October 18, 2017.

Without objection, meeting was extended 15 minutes.

V.07 2017-2018 Student Senate and Executive Board Attendance Record

Jake Chustz gave a report on the attendance record of Student Senators and Executive Board Officers.

V.08 2017-2018 Student Senate and Executive Board Expectations

Mike Morvice discussed the expectations for Student Senators and Executive Board Officers.

Without objection, Cindy Matuch was appointed to the Events Task Force.

VI. Public Forum Two

This time is reserved for members of the public to address the Student Senate and Executive Board on issues on or not already appearing on the agenda. A limit of five (5) minutes per speaker and fifteen (15) minutes per topic will be enforced. This is not a period of discussion for the Student Senate and Executive Board; however, the Senate President may respond to specific questions and concerns made by the public.

VII. General SGOCC Reports

VII.01 Advisors' Report (Limited to 2 minutes per report)

VII.02 Board, Officer and Staff Reports (Limited to 2 minute per person)

VIII. Adjournment: 11:34 a.m.

Attachments

Date: NOV 2 2009



Fiscal Affairs council

Name of Organization/Program: Circle K Club Total requesting from ASOCC: \$ 5808.00

The total amount requested of ASOCC must equal the difference between estimated expenditures and all other sources of funds.

Name of Requestor: Quan Vendinh Phone: 408-805-6735

Email: qvandinh@student.coed.edu

Advisor's or Supervisor's Name: Jeff Dimsdale Phone: 949-929-1201

Advisor's or Supervisor's Signature: [Signature] Email: jeff.dimsdale@gmail.com

Club Start-up Funds (\$50) STOP! Do not complete the rest of this form

Briefly explain the project in which you will use the funds and an approximation of the number of students expected to participate:
See attachment 1

List all other sources of funds and how much you will receive from each, including fund raising. Amount
See attachment 2
Total funding expected from all other sources for this project only

Itemize expenditures by District. Attach documentation (e.g. estimates, quotes) Amount
See attachment 3
Total for treated expenditures for this project only

ALSO REQUIRED:
 Documentation attached (e.g. invoices, quotes, online pricing): ATTACHMENT 5
 Detailed account summary from the Bursar's Office is attached. (if club, ancillary or auxiliary account established): ATTACHMENT 6
 If an annual event, previous year's expenditures and revenues are attached - or - Not an annual event: ATTACHMENT 7
 District approval, pending approval, or ASOCC/Elmer's approval is attached - or - No Board approval required: ATTACHMENT 8



1st. Popsack

Proposal

B & P Services, Inc
771 Newton Way
Costa Mesa, CA 92627
(949) 833-1041 Fax: (949) 548-5047 Lic #594563
Holly - h.bpserv@att.net

August 30, 2017
Summary: CONTRACT
Reference #: 151078

ORANGE COAST COLLEGE
ATTN: RANDY KEY
2701 FAIRVIEW
COSTA MESA, CA 92626

Job Name:
OCC BOOKSTORE
HEAT PUMP REPLACEMENT

Bookstore

We Hereby Submit Specifications And Estimates For:

FURNISH & INSTALL FIVE (5) NEW ROOF TOP PACKAGED HEAT PUMP UNITS TO REPLACE EXISTING.

- Install two (2) new Trane, Model #TWS060, 5-Ton, 14.00 SEER, Commercial Style.
- Install two (2) new Trane, Model #TWS048, 4-Ton, 14.00 SEER, Commercial Style.
- Install one (1) new Trane, Model #4WCC4024, 2-Ton, 14.00 SEER.
- Install four (4) new factory roof curbs & one (1) custom curb adaptor.
- Replace all existing roof top ducting with new spiral circle line type, R-8 internally insulated.
- Install five (5) new outside air eyebrows.
- Install five (5) new electrical disconnect switches.
- Install new copper condensate piping on roof.
- Provide new units with LUVATA coating for condenser & evaporator coils including cabinets.
- Provide roofing for four (4) new roof curbs.
- Includes crane for equipment set.
- includes prevailing wage.

WARRANTY: LABOR 1YR. PARTS, 1YR. COMPRESSOR, 5YRS.

We propose hereby to furnish material and labor - complete in accordance with the above specifications, for the sum of: \$68,240.00

Payment to be made as follows:

UPON COMPLETION

All material is guaranteed to be as specified. All work to be completed in a professional manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the estimate. All agreements contingent upon delays beyond our control. Purchaser agrees to pay all costs of collection, including attorney's fees. This proposal may be withdrawn by us if not accepted within 30 days.

Authorized Signature _____ Acceptance Signature _____ Date _____



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2ND Proposal

August 8, 2017

Mr. Randy Key
Orange Coast College
2701 Fairview Road
Costa Mesa, CA 92626

BOOKSTORE

Subject: Orange Coast College – Bookstore A/C unit Replacements

Dear Mr. Key:

Thank you for the opportunity to provide you with the following proposal. This proposal covers the removal and replacement of five (5) existing roof top package units. The following proposal assumes that the work will be completed during normal working hours.

I have provided two equipment options based on our conversation, "Trane" and "Carrier" replacement units. All new units will be heat pumps per our discussion. The new units include new ductwork above the roof line, new disconnects, new factory curbs for support and the required roofing. The detailed proposal is outlined below along with the related costs.

A/C #1 -#5 Replacement Details:

- Shut down existing roof top A/C units and secure electrical
- Disconnect electrical, controls and drain line
- Disconnect existing unit from ductwork and prepare for removal
- Demo existing duct work above the roof line and dispose of properly
- Furnish and install factory curbs for unit #1 through #4 and secure to roof
- Provide needed roofing to properly seal new curbs to existing roof
- Furnish and install new ductwork from existing roof penetration to new unit
- Properly seal and support new ductwork
- Furnish and install four (4) new Heat pump units 2-4ton & 2-5ton
- Furnish and install new electrical fused service disconnects
- Modify existing conduit and wire above roof to properly connect to new units
- Re-mount control box to new units, modify conduit and wire to re-connect
- Extend main condensate drain line above roof as needed to connect all units
- Re-pipe condensate drain lines in copper to connect to main drain line on roof
- New condensate drain lines to include traps and unions for clean out
- Remove existing unit #5 and dispose of properly
- Furnish and install one new adapter curb on existing curb



Serving all your building comfort systems

August 8, 2017

Mr. Randy Key
Orange Coast College
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A/C #1 -#5 Replacement Details (cont.):

- Furnish and install one (1) new 2-ton heat pump package unit
- Furnish and install new fused disconnect, conduit & wire to connect to new unit
- Re-pipe condensate drain to connect to existing main drain line on roof
- Re-connect existing controls
- Start all systems and record information

The cost for the above unit replacements with "**Carrier**" units is: **\$ 79,450.00** ***

The cost for the above unit replacements with "**Trane**" units is: **\$82,500.00** ***

Note:

New Trane & Carrier units #1 – 4 are all belt drive units. A/C #5 replacement unit in both Carrier & Trane will be the will be a direct drive fan, similar to the existing unit.

****Exclusions:**

Fire smoke dampers / fire caulking / Fire life safety devices or controls
Concrete Coring / Plumbing / Carpentry /Ductwork leakage testing
Mechanical engineering / City permits / Title-24 calculations
Overtime / Holiday Labor / Demolition below the roof line

***Warranty:**

The above replacement includes a one (1) year parts & labor warranty; along with a 5-year parts only on the new unit compressors.

Thank you for your trust and allowing us to improve your HVAC system; should you require any additional information or have any question please contact me directly.

Sincerely,

David B. Miles

David B. Miles
Building Aire Inc.

