

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**  
**2323 North Broadway, #107**  
**Santa Ana, CA 92706**

**Board of Trustees (Regular meeting)**

**Tuesday, February 22, 2011**

**MINUTES**

**1.0 PROCEDURAL MATTERS**

**1.1 Call to Order**

The meeting was called to order at 4:31 p.m. by Mr. Phillip Yarbrough. Other members present were Dr. David Chapel, Mr. John Hanna, Mr. Larry Labrado, Mr. Mark McLoughlin, and Ms. Lisa Woolery. Due to class on Tuesday evenings for Mr. Brian Conley and Mr. Nathan Selvidge, Mr. Conley arrived at the time noted, and Mr. Selvidge was unable to attend the meeting.

Administrators present during the regular meeting were Mr. John Didion, Mr. Peter Hardash, Dr. Erlinda Martinez, Dr. Raúl Rodríguez, and Mr. Juan Vázquez. Ms. Anita Lucarelli was present as record keeper.

**1.2 Pledge of Allegiance to the United States Flag**

The Pledge of Allegiance was led by Mr. Steven Mendoza, Student Vice President, Santa Ana College (SAC).

**1.3 Approval of Additions or Corrections to Agenda**

It was moved by Mr. Labrado, seconded by Mr. McLoughlin, and carried unanimously to approve an addendum to Item 3.1 (Approval of Management/ Academic Personnel) and Item 3.2 (Approval of Classified Personnel).

**1.4 Public Comment**

There were no public comments.

**1.5 Approval of Minutes**

It was moved by Mr. Hanna, seconded by Mr. Labrado, and carried unanimously to approve the minutes of the regular meeting held January 18, 2011.

It was moved by Mr. Hanna, seconded by Mr. McLoughlin, and carried unanimously to approve the minutes of the regular meeting held February 7, 2011.

## 1.6 Approval of Consent Calendar

It was moved by Mr. Labrado, seconded by Mr. McLoughlin, and carried unanimously to approve the recommended action on the following items as listed on the Consent Calendar (as indicated by an asterisk on the agenda), with the exception of Item 5.8 (Quarterly Investment Report as of December 31, 2010), Item 5.34 (Approval of RSCCD Strategic Technology Plan), Item 5.35 (Approval of Lease Agreement with MelRok Corporation), Item 5.36 (Approval of Lease Agreement with Reason Systems, Inc.), and Item 5.39 (Approval of Sole Source Vendor for Perceptive Software, Inc.), removed by Mr. McLoughlin:

- 4.1 Approval of Santa Ana College Community Services Program Revenue Contract MA-026-11011392  
The board approved Revenue Contract MA-026-11011392 between the County of Orange District Attorney and SAC Community Services Program.
- 4.2 Approval of New Pharmacy Technology Agreement – Tran Pharmacy  
The board approved this contract with Tran Pharmacy in Garden Grove, California.
- 4.3 Approval of OTA Agreement Renewal – Long Beach Memorial Medical Center dba Miller Children’s Hospital  
The board approved this agreement with Long Beach Memorial Medical Center dba Miller Children’s Hospital in Long Beach, California.
- 4.4 Approval of Affiliation Agreement with University of California, Irvine – Summer Scholars Transfer Institute (SSTI)  
The board approved this affiliation agreement with University of California, Irvine – Summer Scholars Transfer Institute.
- 4.5 Approval of Amendment #3 of OTA Agreement – Cedars-Sinai Medical Center  
The board approved this contract with Cedars-Sinai Medical Center in Los Angeles, California.
- 5.1 Approval of Payment of Bills  
The board approved payment of bills as submitted.
- 5.2 Approval of Budget Transfers and Budget Increases/Decreases  
The board approved budget transfers, increases, and decreases during the month of January 2011.
- 5.4 Adoption of Resolution No. 11-02 – Conflict of Interest Code  
The board adopted Resolution No. 11-02 – Conflict of Interest Code as presented.

1.6 Approval of Consent Calendar – (cont.)

- 5.5 Approval of Appointment for Measure E Citizens' Bond Oversight Committee  
The board approved the appointment of Ken Purcell as the Santa Ana College Foundation representative to the Citizens' Bond Oversight Committee for 2011 as presented.
- 5.6 Approval to Hire Vicenti, Lloyd & Stutzman LLP  
The board approved hiring Vicenti, Lloyd & Stutzman LLP for auditing services for the 2010-2011 fiscal year and authorized the Vice Chancellor of Business Operations/Fiscal Services to enter into the contract agreement on the district's behalf as presented.
- 5.7 Approval of Quarterly Financial Status Report (CCFS311Q) for Period Ended December 31, 2010  
The board approved the CCFS-311Q for the period ending December 31, 2010, as presented.
- 5.9 Approval of Southland Industries – Science Building Review at Santiago Canyon College  
The board approved the Santiago Canyon College Science Center review proposal from Southland Industries as proposed.
- 5.10 Approval of Additional Architectural Services for Baseball Complex at Santa Ana College (SAC)  
The board approved additional services provided by LPA, Inc., in the amount of \$3,000 as presented.
- 5.11 Approval of Additional Fees for Construction Management Services for Child Development Center at Santa Ana College  
The board approved additional operating costs for Bernards Management Services as presented.
- 5.12 Approval of Agreement to Provide Civil Engineering Services at Santa Ana College  
The board approved the proposal from Luzuriaga-Taylor, Inc., for civil engineering services at SAC as presented.
- 5.13 Approval of Change Order #1 for Bid #1166 for Exterior Siding Replacement, Metal Work, and Painting at Centennial Education Center (CEC)  
The board approved change order #1 for Bid #1166 for Color New Company, Inc., for exterior siding replacement, metal work, and painting at CEC as presented.

1.6 Approval of Consent Calendar – (cont.)

5.14 Approval of Change Order #3 for Bid #1098 for Landscaping for the Child Development Center at Santa Ana College

The board approved change order #3 for Nature Tech Landscaping, Inc., for Bid #1098 for landscaping for the Child Development Center at SAC as presented.

5.15 Approval of Notice of Completion for Bid #1098 for Child Development Center at Santa Ana College

The board approved the notice of completion for landscaping of the Child Development Center at SAC as presented.

5.16 Approval of Notice of Completion for Bid #1102 for Child Development Center at Santa Ana College

The board approved the notice of completion for roofing of the Child Development Center at SAC as presented.

5.17 Approval of Notice of Completion for Bid #1108 for Child Development Center at Santa Ana College

The board approved painting of the Child Development Center at SAC as presented.

5.18 Approval of Notice of Completion for Bid #1121 for Child Development Center at Santa Ana College

The board approved the notice of completion for structural steel of the Child Development Center at SAC as presented.

5.19 Approval of Notice of Completion for Bid #1124 for Child Development Center at Santa Ana College

The board approved the notice of completion for HVAC of the Child Development Center at SAC as presented.

5.20 Approval of Notice of Completion for Bid #1165 for Roof Maintenance/Rain Gutter Repair at Centennial Education Center

The board approved the notice of completion for roof maintenance/rain gutter repair at CEC as presented.

5.21 Approval of Notice of Completion for Bid #1166 for Exterior Siding Replacement, Metal Work, and Painting at Centennial Education Center

The board approved the notice of completion for exterior siding replacement, metal work, and painting at CEC as presented.

5.22 Approval of Architect Change Order for Athletic/Aquatic Center at Santiago Canyon College (SCC)

The board approved amending and increasing the Austin Company architectural agreement in the amount of \$245,421 as presented.

1.6 Approval of Consent Calendar – (cont.)

5.23 Approval of Architect Change Order for SCC Science Building (Bond funded portion)

The board approved additional services in the amount of \$18,000 as presented.

5.24 Approval of Architect Change Order for SCC Science Building (State funded portion)

The board approved additional services in the amount of \$18,000 as presented.

5.25 Approval of Change Order #1 for Bid #1134 for Landscaping for Santiago Canyon Road Entry and Parking Lot at Santiago Canyon College

The board approved change order #1 for Bid #1134 for Sierra Landscaping Company, Inc., for landscaping for the Santiago Canyon Road Entry and parking lot at SCC as presented.

5.26 Approval of Change Order #1 for Bid #1136 for Concrete for Santiago Canyon Road Entry and Parking Lot at Santiago Canyon College

The board approved change order #1 for Bid #1136 for Tidwell Concrete Construction for concrete for the Santiago Canyon Road Entry and parking lot at SCC as presented.

5.27 Approval of Change Order #1 for Bid #1139 for Electric for the Athletic/Aquatic Complex at Santiago Canyon College

The board approved change order #1 for Bid #1139 for Dynalectric, Inc., for electric at the Athletic/Aquatic Complex at SCC as presented.

5.28 Approval of Notice of Completion for Bid #1053 for Science Building at Santiago Canyon College

The board approved the notice of completion for earthwork at the science building at SCC as presented.

5.29 Approval of Notice of Completion for Bid #1057 for Science Building at Santiago Canyon College

The board approved the notice of completion for thermal/moisture protection at the science building at SCC as presented.

5.30 Approval of Notice of Completion for Bid #1060 for Science Building at Santiago Canyon College

The board approved the notice of completion for lab, casework, and fixtures at the science building at SCC as presented.

5.31 Approval of Notice of Completion for Bid #1062 for Science Building at Santiago Canyon College

The board approved the notice of completion for fire protection installation at the science building at SCC as presented.

1.6 Approval of Consent Calendar – (cont.)

5.32 Approval of Notice of Completion for Bid #1068 for Science Building at Santiago Canyon College

The board approved the notice of completion for passenger elevator installation at the science building at SCC as presented.

5.33 Approval of Notice of Completion for Bid #1076 for Science Building at Santiago Canyon College

The board approved the notice of completion for glass/glazing of the science building at SCC as presented.

5.37 Ratification of Sub-Agreement of the Business & Entrepreneurship Center Leadership Grant, between RSCCD and Academic Project Solutions

The board ratified the sub-agreement with Academic Project Solutions.

5.38 Approval of Bid #1170 – Purchase of Miscellaneous Science Equipment & Supplies – Partial Award

The board accepted bids and approved awarding Fisher Scientific, Sargent Welch, Wards Natural Science, Carolina Biological, Frey Scientific, Parco Scientific, Science Kit & Boreal Labs, and Triarch Inc. for Bid #1170 – Purchase of Miscellaneous Science Equipment & Supplies – Partial Award as presented.

5.40 Approval of Surplus Property

The board declared the listed equipment as surplus property and utilization of The Liquidation Company to conduct an auction as presented.

5.41 Approval of Donation of Surplus Items

The board approved donations to Cypress School District, Orange Unified School District, Santa Ana Unified School District, Magnolia School District, and Garden Grove Unified School District as presented.

5.42 Approval of Purchase Orders

The board approved the purchase order listing for the period January 4, 2011, through February 5, 2011.

6.1 Approval of Resource Development Items

The board approved budgets, accepted grants, and authorized the chancellor or his designee to enter into related contractual agreements on behalf of the district for the following:

-Basic Skills Initiative (SAC & SCC)	\$655,131
-Board Financial Assistance Program (BFAP) (SCC)	\$292,792
-CalWORKS/TANF/Child Care (District/SAC/CEC/SCC)	\$418,304
-Cooperative Agencies Resources for Education (CARE) (SAC)	\$ 60,043
-Disabled Students Programs and Services (DSPS) (SCC)	\$334,425
-Youth Entrepreneurship Program (YEP) – BEC (District)	\$ 90,000

1.6 Approval of Consent Calendar – (cont.)

6.1 Approval of Resource Development Items – (cont.)

-Youth Entrepreneurship Program (YEP) - CITD (District)	\$ 90,000
-Extended Opportunity Programs & Services (EOPS) (SAC)	\$992,848
-Matriculation – Credit (SCC)	\$390,947
-NOCCD – Digital Media Support Grant (SAC)	\$ 2,500
-SBA/CSUF – SBDC (District)	\$602,365

6.2 Adoption of Resolution #11-01 in Support of Expedited Implementation of SB1440 – Student Transfer Achievement Act

The board adopted Resolution #11-01 in support of SB 1440.

6.3 Adoption of Resolution #11-03 authorizing payment to Trustee Absent from Board Meetings

The board adopted Resolution #11-03 that authorized payment to Phillip Yarbrough for his absence from the February 7, 2011, board meeting due to a surgical procedure.

6.4 Adoption of Resolution #11-04 authorizing payment to Trustee Absent from Board Meetings

The board adopted Resolution #11-04 that authorized payment to Lisa Woolery for her absence from the February 7, 2011, board meeting due to a surgical procedure.

**2.0 INFORMATIONAL ITEMS AND ORAL REPORTS**

2.1 Report from Chancellor

Dr. Raúl Rodríguez, Chancellor, provided a report to the board.

2.2 Reports from College Presidents

The following college presidents provided reports to the board:

Dr. Erlinda Martinez, President, Santa Ana College (SAC)  
Mr. Juan Vázquez, President, Santiago Canyon College (SCC)

2.3 Report from Student Trustee

Mr. Nathan Selvidge was unable to attend the meeting due to class attendance.

2.4 Reports from Student Presidents

The following student presidents provided reports to the board on behalf of the Associated Student Government (ASG) organizations:

Mr. Kevin Dilger, Student President, Santiago Canyon College  
Mr. Steven Mendoza, Student Vice President, Santa Ana College

## 2.5 Reports from Academic Senate Presidents

The following academic senate presidents provided reports to the board:

Mr. Morrie Barembaum, Academic Senate President, Santiago Canyon College  
Mr. John Zarske, Academic Senate President, Santa Ana College

Mr. Conley arrived at this time.

## 2.6 Informational Presentation on CurricUNET

Mr. Craig Rutan, Associate Professor of Physics, provided a report to the board on CurricUNET.

## **RECESS TO CLOSED SESSION**

The board convened into closed session at 5:34 p.m. to consider the following items:

1. Public Employment (pursuant to Government Code Section 54957[b][1])
  - a. Part-time Faculty
  - b. Classified Staff
  - c. Student Workers
  - d. Professional Experts
  - e. Educational Administrator Appointments
    - (1) Associate Dean
  - f. Other Educational and Classified Administrators
    - (1) Child Development Center Director I
    - (2) Child Development Center Associate Director
    - (3) Bookstore Manager
2. Conference with Legal Counsel: Anticipated/Potential Litigation (pursuant to Government Code Section 54956.9[b]-[c]) (1 case)
3. Conference with Labor Negotiator (pursuant to Government Code Section 54957.6)  
Agency Negotiator: Mr. John Didion, Executive Vice Chancellor of Human Resources & Educational Services  
Employee Organizations: Faculty Association of Rancho Santiago Community College District  
California School Employees Association, Chapter 579  
Continuing Education Faculty Association  
Child Development Centers Teachers Association
4. Public Employee Performance Evaluation (pursuant to Government Code Section 54957)
  - a. Chancellor
5. Public Employee Discipline/Dismissal/Release (pursuant to Government Code Section 54957[b][1])

## **RECONVENE**

The board reconvened at 6:15 p.m.

### **Closed Session Report**

Mr. McLoughlin reported the board discussed the above-mentioned items, and there was no action taken during closed session.

### **Public Comment**

There were no public comments.

## **3.0 HUMAN RESOURCES**

### **3.1 Management/Academic Personnel**

It was moved by Mr. Yarbrough, seconded by Mr. Labrado, and carried unanimously to approve the following action on the management/academic personnel docket:

- Approve Revised Job Descriptions
- Approve Employment Agreements
- Approve Appointments
- Approve Interim to Permanent Positions
- Ratify Resignations/Retirements
- Approve Extension of Long-term Substitute (Temporary Employees per E.C. 87482) Assignments
- Approve Return to Regular Assignments/Contract Workloads
- Approve Contract Extension Days for 2011-2012
- Remove Head Coach Stipends
- Approve Stipends
- Approve Adjusted New Hire Part-time/Hourly Rates
- Approve Part-time/Hourly Hires/Rehires
- Approve Non-paid Intern Services

### **3.2 Classified Personnel**

It was moved by Yarbrough, seconded by Mr. Labrado, and carried unanimously to approve the following action on the classified personnel docket:

- Approve Revised Job Descriptions
- Approve New Appointments
- Approve Out of Class Assignments
- Approve Hourly On Going to Full Time Positions

### 3.2 Classified Personnel – (cont.)

- Approve Temporary to Contract Positions
- Approve Changes in Positions
- Approve Changes in Salary Placement
- Approve Leaves of Absence
- Ratify Resignations/Retirements
- Approve New Appointments
- Approve Temporary to Hourly On Going Positions
- Approve Temporary Assignments
- Approve Changes in Temporary Assignments
- Approve Additional Hours for On Going Assignments
- Approve Substitute Assignments
- Approve Miscellaneous Positions
- Approve Instructional Associates/Associate Assistants
- Approve Community Service Presenters
- Approve Volunteers
- Approve Student Assistant Lists

### 3.3 Presentation of California School Employees Association Chapter 579 Initial Bargaining Proposal to Rancho Santiago Community College District

It was moved by Mr. Yarbrough, seconded by Mr. Labrado, and carried unanimously to schedule a public hearing for March 14, 2011.

### 3.4 Approval of Non-Credit Instructional Calendar 2011-2012

It was moved by Mr. Yarbrough, seconded by Mr. Labrado, and carried unanimously to approve the 2011-2012 Non-Credit Instructional Calendar.

## 4.0 **INSTRUCTION**

All items were approved as part of Item 1.6 (Consent Calendar).

## 5.0 **BUSINESS OPERATIONS/FISCAL SERVICES**

Items 5.1, 5.2, 5.4, 5.5, 5.6, 5.7, 5.9 through 5.34, 5.37, 5.38, 5.40, 5.41, and 5.42 were approved as part of Item 1.6 (Consent Calendar).

Item 5.3 (Acceptance of Bond Oversight Committee Annual Report of Activities 2020) was heard after Item 5.36.

### 5.8 Quarterly Investment Report as of December 31, 2010

The quarterly investment report as of December 31, 2010, was presented as information.

5.34 Approval of Rancho Santiago Community College District Strategic Technology Plan

It was moved by Mr. Yarbrough and seconded by Mr. Labrado to approve the Rancho Santiago Community College District Strategic Technology Plan as presented. Discussion ensued. The motion carried with the following vote: Aye: Mr. Conley, Mr. Hanna, Mr. Labrado, Ms. Woolery, and Mr. Yarbrough; Nay – Dr. Chapel and Mr. McLoughlin.

5.35 Approval of Lease Agreement with MelRok Corporation

It was moved by Mr. Yarbrough and seconded by Mr. Labrado to approve the lease agreement with MelRok Corporation and authorize the Vice Chancellor of Business Operations/Fiscal Services to execute the agreement on behalf of the district. Discussion ensued. The motion carried unanimously.

5.36 Approval of Lease Agreement with Reazon Systems, Inc.

It was moved by Mr. Yarbrough, seconded by Mr. Labrado, and carried unanimously to approve the lease agreement with Reazon Systems, Inc., and authorize the Vice Chancellor of Business Operations/Fiscal Services to execute the agreement on behalf of the district.

5.3 Acceptance of Bond Oversight Committee Annual Report of Activities 2010

It was moved by Mr. Yarbrough and seconded by Mr. Labrado to accept the Bond Oversight Committee's Annual Report for 2010 as presented. Discussion ensued. The motion carried unanimously.

5.39 Approval of Sole Source Vendor for Perceptive Software, Inc.

It was moved by Mr. Labrado and seconded by Mr. Yarbrough to declare and approve Perceptive Software, Inc., as the sole source provider for document management products and services including future upgrades, additions, and enhancements as presented. Discussion ensued. The motion carried with one nay vote from Mr. McLoughlin.

**6.0 GENERAL**

Items 6.1, 6.2, 6.3 and 6.4 were approved as part of Item 1.6 (Consent Calendar).

6.5 Reports from Board Committees

Mr. Labrado provided a report on the February 17, 2011, Board Facilities Committee meeting.

6.5 Reports from Board Committees – (cont.)

Ms. Woolery provided a report on the February 7, 2011, Board Legislative Committee meeting and a report on the January 2011, legislative advocacy trip to Sacramento. Mr. Hanna and Dr. Rodriguez provided a report on the February 2011 legislative advocacy trip to Washington, D.C.

Mr. Hanna provided a report on the February 17, 2011, Board Policy Committee meeting.

6.6 Review of Meetings with Councils and Boards of Local Cities and School Districts

Board members and staff discussed possible agenda items to discuss at upcoming meetings with councils and boards of local cities and school districts.

6.7 Board Member Comments

Dr. Chapel reported that although he cancelled his plans to attend the upcoming Community Colleges for International Development, Inc., conference in Florida, he plans to provide board members with information from the conference relating to international programs.

As a result of legislative meetings in Sacramento, Mr. Labrado asked for information relating to student enrollment and prioritization of freshmen enrollment.

Mr. Labrado asked questions regarding the integrity of categorical programs.

Mr. Hanna commented on the community college legal overview presented on risk allocation and construction allegation at the recent Association of Community College Trustees conference in Washington, D.C.

Mr. Hanna asked that Title IX changes from last year to this year be provided to board members.

Mr. Hanna expressed well wishes to Ms. Libby Fuller on her upcoming retirement.

Mr. Yarbrough reported he plans to attend the tour/overview of SAC's Middle College High School on February 28 and SCC Community Science Night on March 4.

Mr. Conley thanked Ms. Laurie Weidner and staff at Townsend Public Affairs for their hard work on the legislative advocacy trip in Washington, D.C.

Mr. Conley asked that thank you letters be sent to individuals the board recently met with in Sacramento and Washington, D.C., and Ms. Allison Conley, who assisted in making arrangements in Washington, D.C.

**7.0 ADJOURNMENT –**

The next regular meeting of the Board of Trustees will be held on March 14, 2011.

There being no further business, Mr. Conley declared this meeting adjourned at 7:10 p.m.

Respectfully submitted,

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Dr. Raúl Rodríguez  
Chancellor

Approved: \_\_\_\_\_  
Clerk of the Board

Minutes approved: March 14, 2011