

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

Board of Trustees (Regular meeting)

Monday, July 25, 2011

MINUTES

1.0 PROCEDURAL MATTERS

1.1 Call to Order

The meeting was called to order at 4:31 p.m. by Mr. Brian Conley. Other members present were Mr. John Hanna, Mr. Andrew Hanson, Mr. Larry Labrado, Mr. Mark McLoughlin, and Ms. Lisa Woolery. Mr. Phillip Yarbrough arrived at the time noted. Dr. David Chapel was not in attendance due to family business.

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. Lee Mallory, Professor of English as a Second Language at Santa Ana College (SAC).

1.3 Approval of Additions or Corrections to Agenda

It was moved by Mr. McLoughlin, seconded by Mr. Labrado, and carried unanimously to approve a revised page (#10) to the agenda, an addendum for Item 3.1 (Management/Academic Personnel), an addendum to Item 3.2 (Classified Personnel), and a revised page for Item 6.7 (Approval to Fill Trustee Vacancy by Provisional Appointment).

1.4 Public Comment

Ms. Laura Fearn spoke regarding her request for a tuition refund.

1.5 Approval of Minutes

It was moved by Mr. McLoughlin, seconded by Mr. Hanna, and carried unanimously to approve the minutes of the regular meeting held June 20, 2011.

1.6 Approval of Consent Calendar

It was moved by Mr. Labrado, seconded by Mr. Hanna, 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 4.4 (Amendment to Affiliation Agreement with QuickCAPTION), Item 5.3 (Five Year Construction Plan), Item 5.17 (Change Order #2 for Bid #1144 for Roofing on SCC Humanities building), Item 5.22 (Contract with Outsource Technical for 2011-2012), and Item 6.5 (Extension of Consulting Services – Townsend Public Affairs, Inc.) removed from the Consent Calendar by Mr. McLoughlin; and Item 5.18 (Change Order #1 for Bid #1146 for Framing and Elevators for Santiago Canyon College [SCC] Humanities building) and Item 5.19 (Change Order #2 for Bid #1147 for Interiors for SCC Humanities building) removed from the Consent Calendar by Mr. Hanna.

- 4.1 Approval of Instructional Agreement with Taller San Jose
The board approved the agreement with Taller San Jose in Santa Ana, California.
- 4.2 Approval of New OTA Agreement – Yes I Can! Occupational Therapy, Inc.
The board approved the agreement with Yes I Can! Occupational Therapy, Inc. in Walnut, California.
- 4.3 Approval of OTA Agreement Renewal – Gallagher Pediatric Therapy
The board approved the agreement with Gallagher Pediatric Therapy in Fullerton, California.
- 4.5 Approval of Amendment to Affiliation Agreement with CRC Sign Language Interpreting Services
The board approved the amendment to the agreement with CRC Sign Language Interpreting Services in Canoga Park, California, for sign language interpreter services for 2011-2012.
- 4.6 Approval of Amendment to CJA Agreement – California Association of Property and Evidence Officers (CAPE)
The board approved the amendment to the agreement with California Association of Property and Evidence Officers in Salinas, California.
- 4.7 Approval of Amendment to CJA Agreement – City of Santa Ana (Santa Ana Police Department)
The board approved the amendment to the agreement with the City of Santa Ana.
- 4.8 Approval of Amendment to CJA Agreement – Tustin Police Department
The board approved the amendment to the agreement with the Tustin Police Department.

1.6 Approval of Consent Calendar – (cont.)

- 4.9 Approval of Amendment to CJA Agreement – Fullerton City Police Department
The board approved amendment to the agreement with the Fullerton City Police Department.
- 4.10 Approval of Amendment to CJA Agreement – Costa Mesa Police Department
The board approved the amendment to the agreement with the Costa Mesa Police Department.
- 4.11 Approval of Amendment to CJA Agreement – California Narcotics Officers’ Association
The board approved the amendment to the agreement with the California Narcotics Officers’ Association in Valencia, California.
- 4.12 Approval of Amendment to CJA Agreement – California Narcotic Canine Association
The board approved the amendment to the agreement with the California Narcotic Canine Association in Napa, California.
- 4.13 Approval of Amendment to CJA Agreement – Asian Gang Investigators Association of California
The board approved the amendment to the agreement with the Asian Gang Investigators Association of California in West Covina, California.
- 4.14 Approval of Amendment #2 to CJA Agreement – County of Orange
The board approved the second amendment to the agreement with the County of Orange in Santa Ana, California.
- 4.15 Approval of Clinical Affiliation Agreement for Athletic Training – Chapman University
The board approved the agreement with Chapman University in Orange, California.
- 4.16 Approval of SAC Community Services Program – Fall 2011
The board approved the proposed Santa Ana College Community Services Program for Fall 2011.
- 4.17 Approval of SCC Community Services Program – Fall 2011
The board approved the proposed Santiago Canyon College Community Services Program for Fall 2011.
- 4.18 Approval of Metropolitan Water District of Southern California Master Agreement
The board approved the contract with Metropolitan Water District of Southern California for 2011-2012.

1.6 Approval of Consent Calendar – (cont.)

5.1 Approval of Payment of Bills

The board approved payment of bills as submitted.

5.2 Approval of Contract Renewal – Chancellor’s Office Tax Offset Program

The board approved the renewal of the COTOP contract with the State Chancellor’s Office as presented.

5.4 Approval of Additional Architectural Services Related to Miscellaneous Repairs and ADA Upgrades to Gymnasium at Santa Ana College

The board approved additional services for the IBI Group in the amount of \$18,890.28 as presented.

5.5 Approval of Change Order #2 for Bid #1172 for Demolition of Church/Child Development Center at Santa Ana College

The board approved change order #2 for Bid #1172 for Miller Environmental, Inc., for demolition of the church/Child Development Center at SAC as presented.

5.6 Approval of Notice of Completion for Bid #1169 for Sewer and Gas Line Repairs at Santa Ana College

The board approved the notice of completion for the sewer and gas line repairs at SAC as presented.

5.7 Adoption of Resolution No. 11-24 for Electricity for Chapman Avenue Entry Road and Learning Resource Center Parking Lot at Santiago Canyon College

The board approved change order #2 for Bid #1139 for Dynalectric for electricity for the Chapman Avenue Entry Road and Learning Resource Center parking lot at SCC as presented.

5.8 Approval of Awarding Bid #1181 for Signalization Project at Santiago Canyon College

The board approved awarding Bid #1181 for the signalization project at SCC to Dynalectric as presented.

5.9 Approval of Additional Geotechnical Consulting Services at Orange Education Center

The board approved the additional fees for Ninyo & Moore for geotechnical observation and testing services for Orange Education Center as presented.

5.10 Approval of Change Order #2 for Bid #1137 for Masonry for Humanities Building at Santiago Canyon College

The board approved change order #2 for Bid #1137 for Industrial Masonry, Inc., for masonry for the Humanities building at SCC as presented.

1.6 Approval of Consent Calendar – (cont.)

5.11 Approval of Change Order #1 for Bid #1138 for Structural Steel for Humanities Building at Santiago Canyon College

The board approved change order #1 for Bid #1138 for Blazing Industrial Steel, Inc., for structural steel for the Humanities building at SCC as presented.

5.12 Approval of Change Order #5 for Bid #1139 for Electricity for Athletic/Aquatic Complex at Santiago Canyon College

The board approved change order #5 for Bid #1139 for Dynalectric, Inc., for electricity for the Athletic/Aquatic Complex at SCC as presented.

5.13 Approval of Change Order #1 for Bid #1139 for Electricity for Humanities Building at Santiago Canyon College

The board approved change order #1 for Bid #1139 for Dynalectric for electricity for the Humanities building at SCC as presented.

5.14 Approval of Change Order #3 for Bid #1140 for Plumbing for Athletic/Aquatic Complex at Santiago Canyon College

The board approved change order #3 for Bid #1140 for Interpipe Contracting, Inc., for plumbing for the Athletic/Aquatic complex at SCC as presented.

5.15 Approval of Change Order #1 for Bid #1140 for Plumbing for Humanities Building at Santiago Canyon College

The board approved change order #1 for Bid #1140 for Interpipe Contracting, Inc., for plumbing for the Humanities building at SCC as presented.

5.16 Approval of Change Order #1 for Bid #1143 for Glass/Glazing for Humanities Building at Santiago Canyon College

The board approved change order #1 for Bid #1143 for Glazcon Productions for glass/glazing for the Humanities building at SCC as presented.

5.20 Approval of Change Order #2 for Bid #1147 for Interiors for Athletic/Aquatic Complex at Santiago Canyon College

The board approved change order #2 for Bid #1147 for IEAS for interiors for the Athletic/Aquatic Complex at SCC as presented.

5.21 Approval of Lease Agreement with iSkupe LLC

The board approved the lease agreement with iSkupe and authorized the Vice Chancellor of Business Operations and Fiscal Services to execute the agreement on behalf of the district.

5.23 Approval of Surplus Property

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

1.6 Approval of Consent Calendar – (cont.)

5.24 Approval of Donation of Surplus Items

The board approved the donations to Orange Unified School District - Parkside Pre-School/Kindergarten and The Vietnamese Community of Orange County, Inc., as presented.

5.25 Approval of Donation of Surplus Vehicle

The board approved the donation of a 1984 Chevrolet Diesel 70 Beverage Truck to the Fullerton School District as presented.

5.26 Approval of Purchase Orders

The board approved the purchase order listing for the period June 5, 2011, through July 9, 2011.

5.27 Approval of Renewal Agreement with Greentree Systems, Inc.

The board approved the agreement with Greentree Systems, Inc., for an additional 48 months.

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:

- Business Entrepreneurship Center (BEC) – HUB (District) \$100,000
- Business Entrepreneurship Centers Statewide Leadership (District) \$172,500
- Math Engineering and Science Achievement (MESA) Program (SAC) \$ 50,500
- Vietnamese American Technical Assistance Program (VATAP) (District) – Year 2 of 2 \$ 50,000

6.2 Adoption of Resolution No. 11-26 – California Department of Education CSPP-1354)

The board adopted the resolution agreement with the California Department of Education that authorizes the chancellor or his designee to sign the contract documents for the 2011-2012 fiscal year.

6.3 Adoption of Resolution No. 11-27 – California Department of Education (CCTR-1184)

The board adopted the resolution agreement with the California Department of Education that authorizes the chancellor or his designee to sign the contract documents for the 2011-2012 fiscal year.

6.4 Approval of Sub-Agreements between RSCCD and 23 Designated Colleges for the Faculty Entrepreneurship Project

The board approved the sub-award agreements and authorized the Vice Chancellor of Business Operations/Fiscal Services or his designee to sign the agreements.

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
Mr. Juan Vázquez, President, Santiago Canyon College

Mr. Yarbrough arrived during Mr. Vázquez' report.

2.3 Report from Student Trustee

Mr. Andrew Hanson provided a report to the board.

2.4 Reports from Student Presidents

Ms. Evelyn Sanchez, Student President, Santa Ana College, provided a report to the board.

There was no representation from Santiago Canyon 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. Raymond Hicks, Academic Senate President, Santa Ana College

2.6 Informational Presentation on the Budget

Mr. Hardash provided an informational presentation on the budget.

RECESS TO CLOSED SESSION

The board convened into closed session at 5:25 p.m. to consider the following items:

1. Public Employment (pursuant to Government Code Section 54957[b][1])
 - a. Full-time Faculty
 - b. Part-time Faculty
 - c. Classified Staff
 - d. Student Workers
 - e. Professional Experts

1. Public Employment (pursuant to Government Code Section 54957[b][1]) – (cont.)
 - f. Educational Administrator Appointments
 - (1) Interim Administrative Dean
 - (2) Assistant Dean
 - (3) Classified Supervisory Appointments
 - (4) Associate Deans
 - (5) Interim Assistant Vice Chancellor
 - (6) Vice President
 - g. Other Educational and Classified Administrators
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
Employees Not Represented by a Union
4. Public Employee Discipline/Dismissal/Release (pursuant to Government Code Section 54957[b][1])

RECONVENE

The board reconvened at 6:54 p.m.

Closed Session Report

Mr. McLoughlin reported during closed session the board discussed the abovementioned items, and the board voted unanimously (Dr. Chapel absent) to approve the suspension of Jose Contreras, Senior Custodian/Utility Worker, for five days.

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. Hanson, and carried unanimously to approve the following action on the management/academic personnel docket:

- Approve Appointments
- Approve Adjusted Effective Date of Appointments
- Approve Interim to Permanent Assignments

3.1 Management/Academic Personnel – (cont.)

- Approve Extensions of Interim Assignments
- Approve Employment Agreements
- Approve Revised Job Descriptions/Titles
- Approve 2011-2012 Contract and Part-time Coaching Stipends
- Approve Changes of Assignments
- Approve Interim Assignments
- Approve Leaves of Absence
- Approve Final Salary Placements
- Approve Adjusted Tentative Class Placements for Appointments
- Approve 2011-2012 Contract Extension Days
- Approve 2011-2012 Faculty Coordinator Assignments/Stipends for 192 and 225 Day Faculty
- Approve Beyond Contract/Overload Stipends
- Approve Part-time/Hourly Hires/Rehires
- Approve Non-paid Instructors of Record
- Approve Non-paid Intern Services

3.2 Classified Personnel

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

- Approve Reduction in Force Lay Offs
- Approve Revised Job Descriptions
- Approve New Appointments
- Approve Hourly On Going to Contract Assignments
- Approve Out of Class Assignments
- Approve Return to Regular Assignments
- Approve Changes in Assignments
- Approve Changes in Positions
- Approve Voluntary Furloughs
- Approve Leaves of Absence
- Ratify Resignations/Retirements
- Approve Temporary to Hourly On Going Assignments
- Approve Temporary Assignments
- Approve Changes in Temporary Assignments
- Approve Additional Hours for On Going Assignments
- Approve Substitute Assignments
- Approve Miscellaneous Positions
- Approve Community Services Presenters
- Approve Instructional Associates/Associate Assistants
- Approve Student Assistant Lists

3.3 Adoption of Resolution No. 11-25 regarding Reduction in Force of Classified Staff

It was moved by Mr. Yarbrough, seconded by Mr. Hanson, and carried unanimously to adopt Resolution No. 11-25.

3.4 Approval of Agreement with Liebert Cassidy Whitmore for Management Training and Legal Services

It was moved by Mr. Yarbrough, seconded by Mr. Hanson, and carried unanimously to authorize the chancellor to renew the agreement with Liebert Cassidy Whitmore for the 2011-2012 fiscal year.

3.5 Authorization for Board Travel/Conferences

It was moved by Mr. Yarbrough, seconded by Mr. Hanson, and carried unanimously to approve the submitted conferences and travel by board members.

It was moved by Mr. Yarbrough, seconded by Mr. Labrado, and carried unanimously to suspend the rules and consider item 6.5 (Approval of Extension of Consulting Services – Townsend Public Affairs, Inc.) at this time.

6.5 Approval of Extension of Consulting Services – Townsend Public Affairs, Inc.

It was moved by Mr. Yarbrough and seconded by Mr. Labrado to approve the Supplement to Contract for Consulting Services (#1) as presented. Discussion ensued. The motion carried unanimously.

4.0 INSTRUCTION

Items 4.1, 4.2, 4.3, and 4.5 through 4.18 were approved as part of Item 1.6 (Consent Calendar).

4.4 Approval of Amendment to Affiliation Agreement with QuickCAPTION

It was moved by Mr. Yarbrough, seconded by Mr. Hanson, and carried unanimously to approve the amendment to the agreement with QuickCAPTION in Riverside, California, for real time computer aided captioning services for 2011-2012. Discussion ensued. The motion carried unanimously.

5.0 BUSINESS OPERATIONS/FISCAL SERVICES

Items 5.1, 5.2, 5.4 through 5.16, 5.20, 5.21, and 5.23 through 5.27 were approved as part of Item 1.6 (Consent Calendar).

5.3 Approval of Five Year Construction Plan (2013-2017)

It was moved by Mr. Yarbrough and seconded by Mr. Labrado to approve the Five Year Construction Plan (2013-2017) as presented. Discussion ensued. The motion carried unanimously.

5.17 Approval of Change Order #2 for Bid #1144 for Roofing on Humanities Building at Santiago Canyon College

It was moved by Mr. Yarbrough and seconded by Mr. Hanson to approve change order #2 for Bid #1144 for Troyer Contracting Company for roofing on the Humanities building at SCC as presented. Discussion ensued during item 5.18. The motion carried unanimously.

5.18 Approval of Change Order #1 for Bid #1146 for Framing and Elevators for Humanities Building at Santiago Canyon College

It was moved by Mr. Yarbrough and seconded by Mr. Hanson to approve change order #1 for Bid #1146 for Inland Building Construction Company for framing and elevators for the Humanities building at SCC as presented. Discussion ensued on Items 5.17, 5.18 and 5. 19. The motion carried unanimously.

5.19 Approval of Change Order #2 for Bid #1147 for Interiors for Humanities Building at Santiago Canyon College

It was moved by Mr. Yarbrough and seconded by Mr. Hanson to approve change order #2 for Bid #1147 for Inland Empire Architectural Specialties for interiors for the Humanities building at SCC as presented. Discussion ensued during item 5.18. The motion carried unanimously.

5.22 Approval of Contract with Outsource Technical for 2011-2012

It was moved by Mr. Yarbrough and seconded by Mr. Hanson to approve hiring Outsource Technical Contract programmers for the 2011-2012 fiscal year as presented. Discussion ensued. The motion carried unanimously.

6.0 GENERAL

Items 6.1 through 6.4 were approved as part of Item 1.6 (Consent Calendar). Item 6.5 was considered after Item 3.5 (page 10).

6.6 Update on District Vision Statement and Goals for 2011-2012

The draft strategic plan was provided as an update on the district's Vision Statement and Goals for 2011-2012. Discussion ensued regarding the inventory of current partnerships on district goal #7. Mr. Hanna asked that the current inventory be maintained and new companies be pursued as partners. Dr. Rodríguez reminded board members of current successful partnerships. Mr. McLoughlin asked that the pursuit of partnership efforts be consolidated in order that companies are not overwhelmed by numerous requests.

Ms. Woolery recused herself of discussion on Items 6.7 and 6.8, and left the meeting at this time.

6.7 Approval to Fill Trustee Vacancy by Provisional Appointment

It was moved by Mr. Yarbrough and seconded by Mr. Labrado to approve filling the vacancy in Trustee Area 3 by provisional appointment and authorizing the chancellor to advertise the vacancy, solicit applications from interested candidates, and take all necessary actions to complete the appointment process within the time prescribed by law and Board Policy. Discussion ensued. The motion carried unanimously.

6.8 Adoption of Resolution No. 11-28 Establishing the Process to Fill Vacancy in Trustee Area 3

It was moved by Mr. Yarbrough and seconded by Mr. Hanson to adopt Resolution No. 11-28 establishing the process and timeline to fill the vacancy in Trustee Area 3 by provisional appointment. Discussion ensued.

It was moved by Mr. Yarbrough and seconded by Mr. Labrado to amend the motion to revise the documents with the following (shown in italics):

Candidates must reside in Trustee Area #3 which includes the communities of Orange, Villa Park, Anaheim Hills, the eastern portion of Garden Grove, as well as unincorporated areas.

After discussion, it was determined the board president and the chancellor would review and select questions to be used to interview the candidates.

It carried unanimously to approve the original motion and the amendment to the motion.

6.9 Reports from Board Committees

Mr. Labrado provided a report on the July 21, 2011, Board Facilities Committee meeting.

6.10 Board Member Comments

Mr. Yarbrough extended best wishes to Ms. Woolery on her decision to step down as a board member to raise her children.

Mr. Hanson announced that his wife is expecting. In addition, Mr. Hanson stated that his wife officially became a permanent resident of the United States on July 22nd.

Mr. McLoughlin asked that the meeting be closed in honor of Mr. Norm Fujimoto.

6.10 Board Member Comments – (cont.)

Mr. Conley extended best wishes to Mr. Hanna on his nomination for a Trustee Leadership award with the Association of Community College Trustees.

Mr. Conley reported he will be attending a meeting for the California Student Aid Commission on August 11.

7.0 ADJOURNMENT

The next regular meeting of the Board of Trustees will be held on August 22, 2011.

There being no further business, Mr. Conley declared this meeting adjourned at 7:32 p.m., in honor of Mr. Norm Fujimoto for his retirement and in honor of the recent deaths of Ms. Lupe Ruiz, EOPS student advocate; Mr. John Dowden, founding RSCCD board member; and Ms. Keshia Hondo, SAC speech and communications professor.

Respectfully submitted,

Dr. Raúl Rodríguez
Chancellor

Approved: _____
Clerk of the Board

Minutes approved: August 22, 2011