

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

**Board of Trustees (Regular meeting)**

**Monday, September 13, 2010**

**MINUTES**

**1.0 PROCEDURAL MATTERS**

1.1 Call to Order

The meeting was called to order at 4:30 p.m. by Mr. Larry Labrado. Other members present were Mr. Brian Conley, Dr. David Chapel, Mr. John Hanna, Mr. Mark McLoughlin, Mr. Nathan Selvidge, and Mr. Phillip Yarbrough. Ms. Lisa Woolery was not in attendance due to family business requiring travel out of the country.

Administrators present during the regular meeting were Mr. John Didion, Mr. Peter Hardash, Dr. Erlinda Martinez, Dr. Raúl Rodriguez, 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. John Acosta, Santa Ana College Foundation Board Member.

1.3 Public Comment

There were no public comments.

1.4 Approval of Minutes

It was moved by Mr. Conley and seconded by Mr. Selvidge to approve the minutes of the regular meeting held August 23, 2010. Discussion ensued. Mr. McLoughlin asked that the following sentence be removed due to redundancy: “*Mr. Labrado commended the college presidents on their convocations.*” The motion carried unanimously.

1.5 Approval of Consent Calendar

It was moved by Mr. Conley, seconded by Dr. Chapel, and carried unanimously to approve the recommended action on the following items on the Consent Calendar (as indicated by an asterisk on the agenda) with the exception of Item 5.2 (Approval of Addendum to Vicenti, Lloyd & Stutzman, LLP Agreement) and Item 5.3 (Approval of Legal Services Agreement with the Law Offices of Gregory D. Thatch) removed by Mr. McLoughlin; and Item 5.5 (Approval of Architect Contract – Westberg + White, Inc.) and Item 6.3 (First Reading of Accreditation Follow-up Report) removed by Mr. Hanna:

1.5 Approval of Consent Calendar – (cont.)

- 4.1 Approval of Santa Ana College (SAC) School of Continuing Education High School Diploma Program Graduate List 2009-2010  
The board approved and certified the list attached to the agenda of 2009-2010 high school program graduates for the Santa Ana College School of Continuing of Education.
- 4.2 Approval of Santiago Canyon College (SCC), Orange Education Center High School Diploma Program Graduates for 2009-2010  
The board approved and certified the list attached to the agenda of 2009-2010 high school program graduates for the SCC Orange Education Center.
- 4.3 Approval of First Amendment to Fire Technology Classroom Training Agreement with City of Santa Ana: N-2009-135  
The board approved this contract renewal for an additional one-year period through December 31, 2011, with the City of Santa Ana.
- 4.4 Approval of Amendment #1 to Criminal Justice Academies Agreement – County of Orange  
The board approved this amendment with the County of Orange in Santa Ana, California.
- 4.5 Approval of New OTA Agreement – Torrance Memorial Medical Center  
The board approved this contract with Torrance Memorial Medical Center in Torrance, California.
- 4.6 Approval of Nursing Agreement for Buena Park Senior Center  
The board approved this clinical affiliation agreement with Buena Park Senior Center.
- 4.7 Approval of Speech-Language Pathology Assistant Program Agreement with Children’s Speech Care Center  
The board approved the speech-language pathology assistant program agreement with the Children’s Speech Care Center in Torrance, California.
- 4.8 Approval of Distance Education Agreement Renewal with City of Santa Ana  
The board approved the inmate education program affiliation agreement with the City of Santa Ana, California.
- 4.9 Approval of Renewal of OTA Agreement – HCR Healthcare, LLC  
The board approved this contract with HCR Healthcare, LLC, in Toledo, Ohio.

1.5 Approval of Consent Calendar – (cont.)

5.1 Approval of Payment of Bills

The board approved payment of bills as submitted.

5.6 Approval of Proposal – HMC Architects – Space Inventory Update

The board approved the proposal from HMC Architects to conduct a space inventory update as presented.

5.7 Approval of Additional Construction Management Services for Santa Ana College Child Development Center, Baseball Field ADA Improvements Project and Project Filing/DSA Closeout Assistance

The board approved the extension of management services for Bernards Management Services as presented.

5.8 Approval of Award of Bid #1164 for Asbestos/Hazardous Material Removal

The board approved awarding Bid #1164 for the asbestos/hazardous material removal to AMPCO Contracting, Inc. as presented.

5.9 Approval of Change Order #6 for Bid #1097 for General Construction for Child Development Center at Santa Ana College

The board approved change order #6 for ISEC, Inc. for Bid #1097 for general construction at the SAC Child Development Center as presented.

5.10 Approval of Change Order #3 for Bid #1109 for Plumbing for Child Development Center at Santa Ana College

The board approved change order #3 for J.M. Farnan Company, Inc. for Bid #1109 for plumbing at the SAC Child Development Center as presented.

5.11 Approval of Notice of Completion for Bid #1156 for Renovation of Child Development Center at Centennial Education Center

The board approved the notice of completion for the renovation of the CEC Child Development Center as presented.

5.12 Approval of Architect Change Order for Humanities Building at Santiago Canyon College

The board approved additional services provided by LPA, Inc. in the amount of \$37,200 as presented.

5.13 Approval of Architect Change Order for Infrastructure Projects at Santiago Canyon College

The board approved additional services provided by LPA, Inc. in the amount of \$46,400 as presented.

1.5 Approval of Consent Calendar – (cont.)

5.14 Approval of Change Order #1 for Bid #1034 for Landscaping for Athletic/Aquatic Center at Santiago Canyon College

The board approved change order #1 for Sierra Landscape Company, Inc., for Bid #1034 for landscaping for the SCC Athletic/Aquatic Center.

5.15 Approval of Change Order #6 for Bid #1076 for Glass/Glazing for the Science Building (Bond Portion) at Santiago Canyon College

The board approved change order #6 for Best Contracting Services, Inc., for Bid #1076 for glass and glazing at the SCC science building as presented.

5.16 Approval of Change Order #6 for Bid #1076 for Glass and Glazing for the Science Building (State Portion) at Santiago Canyon College

The board approved change order #6 for Best Contracting Services, Inc. for Bid #1076 for glass and glazing at the SCC science building as presented.

5.17 Approval of Change Order #1 for Bid #1140 for Plumbing at Chapman Avenue Entry Road and LRC Parking Lot at Santiago Canyon College

The board approved change order #1 for Interpipe Contracting, Inc. for Bid #1140 for plumbing at Chapman Avenue Entry Road and LRC Parking Lot at SCC as presented.

5.18 Approval of Award of Classroom Lease Renewal – Orange Unified School District (OUSD)

The board approved the one-year lease of classroom space with the OUSD for the period of July 1, 2010, through June 30, 2011, as presented.

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
- College Assistance Migrant Program (CAMP) – Year 4 (SCC) \$425,000
- NSF Teachers Assisting Students to Excel in Mathematics (TASEL-M) – Year 2 (SAC) \$ 15,902
- NSF TEST:UP – Year 3 (SAC) \$163,390
- Project ASPEN (After School Program Educational Network) (SAC & SCC) \$ 40,000
- Talent Search – Year 2 (SAC) \$320,832
- Youth Empowerment Strategies for Success – Independent Living Program (YESS – ILP) (SAC) \$ 22,500

6.2 Adoption of Resolution No. 10-20 – California Department of Education (CRPM-0080)

The board approved this resolution with the California Department of Education which authorizes the chancellor or his designee to sign the contract agreement and related documents for the 2010-2011 through 2012-2013 fiscal years.

6.4 Adoption of Agreement with University of Southern California School of Social Work for Federal Work Study Interns in Child Development Program

The board approved the agreement with USC School of Social Work, and authorization was given to the Vice Chancellor of Business Operations and Fiscal Services to execute the agreement on behalf of the district.

6.5 Authorization of Signatures

The board approved the list of individuals authorized to sign various documents on behalf of the district.

1.6 Presentation of Proceeds from A Celebration of Leadership: A Tribute to Dr. Edward Hernandez, Jr.

Mr. Labrado asked that this item be delayed until Dr. Hernandez' arrival.

**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 Martínez, President, Santa Ana College (SAC)  
Mr. Juan Vázquez, President, Santiago Canyon College (SCC)

2.3 Report from Student Trustee

Mr. Nathan Selvidge provided a report to the board.

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  
Ms. Nadia Lopez, Student 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

It was moved by Mr. Yarbrough, seconded by Mr. McLoughlin, and carried unanimously to suspend the rules and consider Item 6.3 (First Reading of Accreditation Follow-up Report) at this time.

## 6.3 First Reading of Accreditation Follow-up Report

This item was presented as an informational item for first reading by the board. The board reviewed the documents and Mr. Hanna thanked staff members for their efforts on completing the report.

Mr. Hanna expressed concern that the minutes of the February 22, 2010, board meeting were used as a reference for the presentation of the Board of Trustees timeline for accreditation purposes. Upon reviewing these minutes, Mr. Hanna stated he did not find this reference and expressed concern that an accreditation team member may have the same difficulty. Ms. Jaros and Mr. Didion indicated the timeline was presented as part of the chancellor's report.

It was moved by Mr. Hanna to amend the February 22, 2010, minutes to include:  
*"On February 22, 2010, the chancellor and college presidents reviewed the Commission's action with the Board of Trustees, including the proposed activities and timelines for the preparation of the October 2010 Follow-up Report."*

Mr. Didion indicated the action requested to amend the February 22, 2010, minutes was not included as an agenda item; therefore, the board is unable to take action on it. If the board requested action on this item, a motion to reconsider the February 22, 2010, minutes would be needed first since the board already approved the minutes. He suggested the accreditation follow-up report include that as part of his report, the chancellor indicated he reviewed the commission's action and presented the proposed activities and timeline for accreditation purposes to the board.

Mr. Hanna withdrew his motion and asked that a transcript of the chancellor's report from February 22, 2010, board meeting be included in the accreditation follow-up report. Mr. Didion indicated this request is possible if the tape is in good condition. Mr. Hanna, Ms. Jaros, and Mr. Didion remembered the chancellor reviewed the commission's action and presented proposed activities and timeline for accreditation purposes to the board at its February 22, 2010, board meeting as part of his report.

Mr. Hanna indicated the tenth page of the accreditation follow-up report references the board's plans to discuss its goals and vision statement for 2010-2011 on November 8. According to BP9022.5 (Board of Trustees Annual Evaluation of District Goals) review of the board's goals and vision statement is separate from the annual self-evaluation meeting which is scheduled to take place on November 8. Mr. Didion will follow-up on Mr. Hanna's concerns.

Mr. Labrado apologized for overlooking Item 2.6.

2.6 Informational Presentation on the Budget

No presentation on the budget was provided since a new budget for California has not been approved.

It was moved by Mr. Yarbrough, seconded by Dr. Chapel, and carried unanimously to suspend the rules and consider Item 5.2 at this time.

5.2 Approval of Addendum to Vicenti, Lloyd & Stutzman, LLP Agreement

It was moved by Mr. Yarbrough and seconded by Mr. Conley to approve the addendum to contract services provided by Vicenti, Lloyd & Stutzman, LLP as presented. Discussion ensued. The motion carried unanimously.

It was moved by Mr. Yarbrough, seconded by Mr. Conley, and carried unanimously to suspend the rules and consider Item 5.3 at this time.

5.3 Approval of Legal Services Agreement with the Law Offices of Gregory D. Thatch

It was moved by Mr. Yarbrough and seconded by Mr. Conley to approve this agreement with the law offices of Gregory D. Thatch to provide legal services as presented. Discussion ensued.

It was moved by Mr. Yarbrough and seconded by Mr. McLoughlin to amend the motion to include a not to exceed limit of \$10,000 on the agreement with the law offices of Gregory D. Thatch to provide legal services as presented. Discussion ensued. The motion carried unanimously.

The motion carried unanimously to approve the agreement with the law offices of Gregory D. Thatch to provide legal services not to exceed \$10,000 as presented.

It was moved by Mr. Yarbrough, seconded by Mr. Conley, and carried unanimously to suspend the rules and consider Item 5.5 at this time.

5.5 Approval of Architect Contract – Westberg + White, Inc.

It was moved by Mr. Yarbrough and seconded by Mr. Conley to approve the contract with Westberg + White, Inc. as presented. Discussion ensued. The motion carried unanimously.

1.6 Presentation of Proceeds from A Celebration of Leadership: A Tribute to Dr. Edward Hernandez, Jr.

As a result of proceeds raised during Dr. Hernandez' retirement celebration, the following funds were disbursed to college foundations: \$42,256.53 (\$21,125.26 each); restricted funds specific to the SCC soccer program: \$2,000; and restricted funds specific to the SAC nursing program: \$3,500.

Dr. Hernandez was delayed due to traffic and missed the presentation.

**RECESS TO CLOSED SESSION**

The board convened into closed session at 5:38 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
2. Conference with Legal Counsel: Anticipated/Potential Litigation (pursuant to Government Code Section 54956.9[b]-[c]) (1 case)
3. Public Employee Discipline/Dismissal/Release (pursuant to Government Code Section 54957[b][1])

Mr. Conley recused himself by leaving the room during discussion of Public Employee Discipline/Dismissal/Release.

Dr. Hernandez arrived during closed session. The board came out of closed session for a short time to take photos with Dr. Hernandez.

**RECONVENE**

The board reconvened at 6:19 p.m.

### Closed Session Report

Mr. Yarbrough reported the board discussed the abovementioned items and took action during closed session to suspend Mr. Peter Martinez, District Safety Officer, for three 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. Conley, and carried unanimously to approve the following action on the management/academic personnel docket:

- Approve Revised Job Descriptions
- Approve Permission to Accept Outside Assignments
- Approve Interim to Permanent Positions
- Approve Interim Assignments
- Approve Changes of Location
- Approve Leaves of Absence
- Approve Adjusted End Date for Leave of Absence
- Approve Adjusted Effective Date for Ratification of Resignations/Retirements
- Approve Addition to Assistant Director Assignments/Stipends
- Approve Remove Assistant Assignments/Director Stipends
- Approve Adjusted 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. Conley, and carried unanimously to approve the following action on the classified personnel docket:

- Approve Out of Class Assignments
- Approve Return to Regular Assignments
- Approve Changes in Position
- Approve Leaves of Absence
- Ratify Resignations/Retirements

### 3.2 Classified Personnel – (cont.)

- Approve New Appointments
- Approve Out of Class Assignments
- Approve Temporary Assignments
- Approve Change in Temporary Assignments
- Approve Additional Hours for On Going Assignments
- Approve Substitute Assignments
- Approve Miscellaneous Positions
- Approve Community Service Presenters
- Approve Volunteers
- Approve Student Assistant Lists

### 3.3 Approval of Modification to 2010-2011 Employee Calendar

It was moved by Mr. Yarbrough, seconded by Mr. Conley, and carried unanimously to approve the revised 2010-2011 employee calendar.

## 4.0 INSTRUCTION

All items were approved as part of Item 1.5 (Consent Calendar).

## 5.0 BUSINESS OPERATIONS/FISCAL SERVICES

Items 5.1 and 5.6 through 5.18 were approved as part of Item 1.5 (Consent Calendar). Items 5.2, 5.3, and 5.5 were considered after Item 2.6 (Informational Presentation on the Budget). Item 5.4 was deleted from the agenda.

## 6.0 GENERAL

Items 6.1, 6.2, 6.4, and 6.5 were approved as part of Item 1.5 (Consent Calendar). Item 6.3 (First Reading of Accreditation Follow-up Report) was considered after Item 2.5 (Reports from Academic Senate Presidents).

### 6.6 Reports from Board Committees

Mr. Hanna provided a report on the September 13, 2010, Board Facilities Committee meeting.

Mr. Yarbrough provided a report on the August 30, 2010, meeting with Mr. Guy Fox, District Export Council.

6.7 Board Member Comments

Dr. Chapel reported he recently attended the Key to the County breakfast and on behalf of Mr. Hanna, accepted a challenge to the loser of the SAC vs. Fullerton game.

Dr. Chapel indicated he recently asked the chancellor to establish the definition of a quorum relating to board committee meetings.

Mr. Yarbrough expressed favorable comments regarding his recent tour of Santiago Canyon College.

Mr. Yarbrough asked that the following items be provided to the board prior to the Board Retreat on Sept. 18: 1) chancellor's contract; 2) chancellor's job description; and 3) 2010-2011 goals and vision statement.

Board members indicated they were looking forward to the Board Retreat on September 18.

Mr. Hanna challenged Fullerton College to a SCC game of soccer.

Mr. Hanna asked that Board Policy 3503 (Selection of Architects) be placed on the agenda for the Board Policy Committee's review at its September 22 meeting.

7.0 ADJOURNMENT

The next regular meeting of the Board of Trustees will be held on September 27, 2010, at the District Office, 2323 N. Broadway, Santa Ana, California.

There being no further business, Mr. Labrado declared this meeting adjourned at 6:33 p.m.

Respectfully submitted,

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Dr. Raúl Rodríguez  
Chancellor

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

Minutes approved: September 27, 2010