

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

**Board of Trustees (Regular meeting)**

**Monday, November 14, 2011**

**MINUTES**

**1.0 PROCEDURAL MATTERS**

1.1 Call to Order

The meeting was called to order at 4:32 p.m. by Mr. Phillip Yarbrough. Other members present were Ms. Arianna Barrios, Dr. David Chapel, Mr. John Hanna, Mr. Andrew Hanson, Mr. Larry Labrado, and Mr. Mark McLoughlin. Mr. Brian Conley was not in attendance due to illness.

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. Jeff McMillan, Chemistry Professor at Santa Ana College (SAC).

1.3 Approval of Additions or Corrections to Agenda

It was moved by Mr. Labrado, seconded by Mr. Hanson, and carried unanimously to approve an addendum for Item 3.2 (Classified Personnel).

1.4 Public Comment

Mr. Craig Nance spoke regarding the district's budget.

1.5 Approval of Minutes

It was moved by Mr. McLoughlin, seconded by Mr. Hanson, and carried unanimously to approve the minutes of the regular meeting held on October 24, 2011.

## 1.6 Approval of Consent Calendar

It was moved by Mr. McLoughlin, seconded by Mr. Hanson, 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 4.11 (Proposed Changes to Student Health Fee at SAC and SCC) removed by Mr. Hanna and Item 5.2 (Additional Legal Services – Law Offices of Gregory Thatch) removed from the Consent Calendar by Mr. Yarbrough.

### 4.1 Approval of New Pharmacy Technology Agreement – Trinity Care Rx Pharmacy

The board approved this contract with Trinity Care Rx Pharmacy in Stanton, California.

### 4.2 Approval of New OTA Agreement – Collaborative Neuroscience Network, Inc.

The board approved the agreement with Collaborative Neuroscience Network, Inc., in Garden Grove, California.

### 4.3 Approval of New OTA Agreement – New Century Rehabilitation, d.b.a. Matt Smith Physical Therapy

The board approved the agreement with New Century Rehabilitation, d.b.a. Matt Smith Physical Therapy in Las Vegas, Nevada.

### 4.4 Approval of New OTA Agreement – County of Los Angeles, Health Services

The board approved the agreement with County Of Los Angeles, Health Services in Los Angeles, California.

### 4.5 Approval of Santa Ana College (SAC) Community Services Program for Spring 2012

The board approved the list of proposed SAC Community services program for spring 2012.

### 4.6 Approval of Santiago Canyon College (SCC) Community Services Program for Spring 2012

The board approved the list of proposed SCC community services program for spring 2012.

### 4.7 Ratification of Santa Ana College Associate Degrees and Certificates Awarded in Summer 2011

The board ratified SAC recipients of associate degrees, certificates of achievement, and certificates for summer 2011 as presented.

### 4.8 Ratification of Santiago Canyon College Associate Degrees and Certificates Awarded in Summer 2011

The board ratified SCC recipients of associate degrees, certificates of achievement, and certificates for summer 2011 as presented.

1.6 Approval of Consent Calendar – (cont.)

4.9 Approval of New Courses and New Programs for 2012-2013 Santa Ana College Catalog

The board approved the new courses and new programs for the 2012-2013 SAC catalog as presented.

4.10 Approval of New Credit and Non-Credit Curricula for 2012-2013 Santiago Canyon College Catalog

The board approved the new credit and non-credit curricula for the 2012-2013 SCC catalog as presented.

5.1 Approval of Payment of Bills

The board approved payment of bills as submitted.

5.3 Approval of Quarterly Financial Status Report (CCFS-311Q) for Period Ended September 30, 2011

The board approved the CCFS-311Q for the period ending September 30, 2011, as presented.

5.5 Approval of Lease Agreement with Reazon Systems

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

5.6 Approval of Lease Agreement with Topgallant Group LLC

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

5.7 Approval of DSA Inspector of Record, Testing and Inspection for College Avenue Street Alignment, Cul-de-sac, Parking Lot Expansion, New Soccer Field and Football Facilities at Santa Ana College

The board approved the agreement with TYR I.O.R. Services to provide DSA inspection services for the College Avenue Street alignment, cul-de-sac, parking lot expansion, new soccer field and football facilities at SAC as presented.

5.8 Approval of RBF Consulting for College Avenue Street Alignment, Cul-de-sac, Parking Lot Expansion, New Soccer Field and Football Facilities at Santa Ana College

The board approved the proposal with RBF Consulting to provide QSP services as presented.

5.9 Adoption of Resolution No. 11-49 for Earthwork for the Athletic/Aquatic Complex at Santiago Canyon College

The board adopted Resolution No. 11-49 for Southern California Grading, Inc., for Bid #1151 for earthwork for the Athletic/Aquatic complex at SCC as presented.

1.6 Approval of Consent Calendar – (cont.)

5.10 Approval of Architect Change Order for Maintenance & Operations Building at Santiago Canyon College

The board approved additional services in the amount of \$25,000 to LPA, Inc., as presented.

5.11 Approval of Additional Architectural Services for Humanities Building at Santiago Canyon College

The board approved additional services provided by LPA, Inc., in the amount of \$367,301 as presented.

5.12 Approval of Additional DSA Inspection Services for Humanities Building and Athletic/Aquatic Complex at Santiago Canyon College

The board approved the extension of services for TYR I.O.R. to provide DSA mandated inspection services for the Humanities building and Athletic/Aquatic complex at SCC as presented.

5.13 Approval of Additional Testing Services for Athletic/Aquatic Complex at Santiago Canyon College

The board approved additional testing services for the Athletic/Aquatic complex at SCC from Reliant Testing Engineers as presented.

5.14 Approval of Change Order #8 for Bid #1139 for Electricity for Athletic/Aquatic Complex at Santiago Canyon College

The board approved change order #8 for Bid #1139 for Dynalectric, Inc., for electricity for the Athletic/Aquatic complex at SCC as presented.

5.15 Approval of Change Order #3 for Bid #1139 for Electricity for Humanities Building at Santiago Canyon College

The board approved change order #3 for Bid #1139 for Dynalectric for electricity for the Humanities building at SCC as presented.

5.16 Approval of Change Order #2 for Bid #1143 for Glass/Glazing for Humanities Building at Santiago Canyon College

The board approved change order #2 for Bid #1143 for Glazcon Productions for glass/glazing for the Humanities building at SCC as presented.

5.17 Approval of Change Order #2 for Bid #1151 for Earthwork for Athletic/Aquatic Complex at Santiago Canyon College

The board approved change order #2 for Bid #1151 for Southern California Grading, Inc., for earthwork for the Athletic/Aquatic complex at SCC as presented.

1.6 Approval of Consent Calendar – (cont.)

5.18 Approval of Change Order #2 for Bid #1181 for Signalization Project at Santiago Canyon College

The board approved change order #2 for Bid #1181 for Dynalectric for the signalization project at SCC as presented.

5.19 Approval of the Settlement and Release Agreement for Baker Electric, Inc., for Science Center at Santiago Canyon College

The board approved the settlement and release agreement with Baker Electric, Inc., as presented.

5.20 Approval of Accuvant Site Survey

The board approved the site survey agreement from Accuvant in the amount of \$51,000 as presented.

5.21 Approval of CMAS Contract #3-07-70-2428D to Accuvant, Inc.

The board approved the use of California Multiple Awards Schedule Contract #3-07-70-2428D and all future contract extensions, supplements and modifications offered by Accuvant, Inc., as presented.

5.22 Approval of Purchase Orders

The board approved the purchase order listing for the period October 9, 2011, through October 27, 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)              | \$693,753 |
| - SBA/CSUF – SBDC (District) – <i>Augmentation</i> | \$ 30,000 |

6.7 Approval of Resolution No. 11-50 regarding Emergency Closure of SAC East and SCC Child Development Centers

The board approved Resolution No. 11-50 certifying that the SAC East and SCC Child Development Centers were closed due to emergencies.

**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

2.3 Report from Student Trustee

Mr. Andrew Hanson 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:

Ms. Evelyn Sanchez, Student President, Santa Ana College  
Mr. Colton Long, Student President, 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.

2.7 Informational Presentation on Communications during Emergencies

Dr. Rodríguez indicated that Mr. Conley requested Item 2.7 and Item 6.3 (Adoption of Revised Board Policies) be postponed until the December 5<sup>th</sup> board meeting.

**RECESS TO CLOSED SESSION**

The board convened into closed session at 5:56 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
2. Conference with Legal Counsel: Existing Litigation (pursuant to Government Code Section 54956.9[a])

*Doe v. Rancho Santiago Community College District et al, Orange County Superior Court Case No. 30-2010-00407356*

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  
California School Employees Association, Chapter 888  
Continuing Education Faculty 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 6:42 p.m.

#### **Closed Session Report**

Mr. McLoughlin reported during closed session the board discussed public employment, public employee discipline, pending litigation, and conferred with its labor negotiator. In addition, the board voted unanimously (Mr. Conley absent) to terminate Mr. Jose Contreras, Senior Custodian/Utility Worker.

#### **Public Comment**

There were no public comments.

### **3.0 HUMAN RESOURCES**

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

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

- Approve Adjusted Effective Dates of Appointments
- Ratify Resignations/Retirements
- Approve Changes of Assignments
- Approve Adjusted Locations/Sites for Interim Assignments
- Approve Adjusted Effective Dates of Leaves of Absence
- Approve 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. McLoughlin, seconded by Mr. Hanson, and carried unanimously to approve the following action on the classified personnel docket:

- Approve Changes in Positions
- Approve Out of Class Assignments
- Approve Leaves of Absence
- Ratify Resignations/Retirements
- Approve New Appointments
- Approve Substitute Assignments
- Approve Miscellaneous Positions
- Approve Community Service Presenters and Stipends
- Approve Volunteers
- Approve Student Assistant Lists

## 4.0 INSTRUCTION

Items 4.1 through 4.10 were approved as part of Item 1.6 (Consent Calendar).

### 4.11 Approval of Proposed Changes to Student Health Fee at SAC and SCC

It was moved by Mr. Hanna and seconded by Mr. Hanson to approve a maximum fee of \$18 per semester and \$15 for summer session for health services provided by the colleges, effective spring 2012, and in the future charge the maximum allowable fee as approved by the California State Chancellor's Office in accordance with the Education Code.

After discussion, Mr. Hanna asked that the motion be amended to remove the following: "*and in the future charge the maximum allowable fee as approved by the California State Chancellor's Office in accordance with the Education Code.*"

The motion carried unanimously to amend the motion to approve a maximum fee of \$18 per semester and \$15 for summer session for health services provided by the colleges effective spring 2012.

The motion carried unanimously.

## 5.0 BUSINESS OPERATIONS/FISCAL SERVICES

Items 5.1, 5.3, and 5.5 through 5.22 were approved as part of Item 1.6 (Consent Calendar).

5.2 Approval of Additional Legal Services – Law Offices of Gregory Thatch

It was moved by Mr. Labrado and seconded by Mr. McLoughlin to approve the increase of additional \$3,462 for the Law Offices of Gregory D. Thatch to provide legal services as presented. After discussion, the motion carried unanimously.

5.4 Quarterly Investment Report as of September 30, 2011

The quarterly investment report as of September 30, 2011, was presented as information.

**6.0 GENERAL**

Items 6.1 and 6.7 were approved as part of Item 1.6 (Consent Calendar).

6.2 First Reading of New and Revised Board Policies

These policies were presented for first reading as information items:

- BP1340 (new) - Campus Security and Access
- BP1370 (new) - Service Animals
- BP3212 (revise) - Alcoholic Beverages
- BP3228 (eliminate) - RSC Foundation Advertising Agent
- BP3405 (revise) - Disposal of Property
- BP3520 (revise) - Local Law Enforcement
- BP3540 (revise) - Sexual and Other Assaults on Campus
- BP5006 (revise) - Residence Determination
- BP5007 (revise) - Non-Resident Tuition
- BP5012 (new) - Prevention of Identity Theft in Student Financial Transactions
- BP5130 (new) - Financial Aid
- BP5410 (new) - Off-Campus Student Organizations
- BP7400 (revise) - Emergency Response Plan

6.3 Adoption of Revised Board Policies

It was moved by Mr. Labrado, seconded by Mr. Hanson, and carried unanimously to postpone action on adopting revisions to BP9003 – Membership and BP9004 – Trustee Areas until the December 5<sup>th</sup> board meeting.

#### 6.4 Approval of RSCCD 2011–2013 Strategic Plan

Mr. Hanna and Mr. Yarbrough commended staff on their work in creating the strategic plan.

Mr. Hanna indicated the objectives for district goal #5 should include pursuing private funding sources to increase the district's fiscal sustainability and implement the district's vision and goals.

Mr. Yarbrough commended staff on the areas regarding distance education in the strategic plan.

Dr. Rodríguez clarified that the timeline dates included in the strategic plan are expected completion dates.

Mr. McLoughlin suggested the district include the recruitment of out-of-state and international students as part of district goal #5.

#### 6.5 Board of Trustees Express Interest in Board Officer Positions

The board vice president solicited expressions of interest from board members regarding service as president, vice president, and clerk for 2011-2012. The following board members expressed interest in the following positions: president - Mr. Yarbrough; vice president - Mr. McLoughlin; and clerk - Ms. Barrios

#### 6.6 Review of RSCCD Board of Trustees Self-Evaluation

The Board of Trustees reviewed the evaluation responses. Mr. Hanna indicated the questionnaire is thorough and he values the evaluation responses. After last year's evaluation, he stated that the board took steps to improve its low-scoring areas and the responses indicate the board is doing a good job. Mr. Hanna indicated there are areas that the board still needs to work on, but overall, the response was positive.

One area the board rated itself low in was "*the awareness of the community and district employees of who their elected trustees are and their role in district governance.*" Mr. Hanna indicated the possible reasons for this low rating is that the board is legally restricted from distributing a large amount of literature that includes their photographs on it to the community, and the current budget crisis has prevented publications from being distributed to the community. He suggested the board think of ideas to make itself better known in the community.

Mr. Hanna indicated the board plans to continue improving the process of seeking the opinion of the student trustee.

Dr. Chapel asked the Board Policy Committee to discuss the student trustee being able to voice his advisory vote before the trustees vote on agenda items.

6.6 Review of RSCCD Board of Trustees Self-Evaluation – (cont.)

Mr. Yarbrough indicated the board relies on the student trustee to represent the students, and the student trustee is able to discuss agenda items along with other board members and voice his opinion at that time.

Mr. Yarbrough stated that the evaluation responses indicate the community has seen improvement in the relationship between the chancellor and the board. He indicated the board's main goal is to implement its vision statement.

After discussing the evaluation responses, the board completed the self-evaluation process for 2011.

6.8 Reports from Board Committees

Mr. Labrado provided a report on the November 10, 2011, Board Facilities Committee meeting.

Mr. Hanna provided a report on the October 31, 2011, Board Policy Committee meeting.

Ms. Barrios provided a report on the November 3, 2011, Orange County Legislative Task Force meeting.

6.9 Board Member Comments

Mr. Hanna reported that he plans to attend the SCC Distinguished Faculty lecture, but is unable to attend the SAC Distinguished Faculty lecture; therefore, he asked for a recording of SAC's faculty presentation.

Mr. Hanna commended SAC staff on its work in partnering with other educational institutions relating to the Adelante program.

Mr. Hanna reported he recently met with a representative of the endowment program at Chapman University.

Ms. Barrios commended SAC and SCC recruiters that she encountered recently at an Orange Unified School District event.

Mr. Yarbrough commented on the recent article he read regarding the importance of supporting improvement of K-12 education in relation to a student's success of postsecondary education.

Mr. Yarbrough expressed appreciation for staff working on recommendations for the student success task force.

**7.0 ADJOURNMENT**

The next regular meeting of the Board of Trustees will be held on December 5, 2011.

There being no further business, Mr. Conley declared this meeting adjourned at 7:20 p.m.

Respectfully submitted,

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Raúl Rodríguez, Ph.D.  
Chancellor

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

Minutes approved: December 5, 2011