

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

Board of Trustees (Regular meeting)

Monday, November 16, 2009

MINUTES

1.0 PROCEDURAL MATTERS

1.1 Call to Order

The meeting was called to order at 4:30 p.m. by Dr. David Chapel. Other members present were Mr. Brian Conley, John Hanna, Ms. Gloria Holguin, Mr. Mark McLoughlin, and Mr. Phillip Yarbrough. Mr. Larry Labrado and Ms. Lisa Woolery arrived at the time noted.

Administrators present during the regular meeting were Mr. John Didion, Mr. Peter Hardash, Dr. Edward Hernandez, Jr., Dr. Erlinda Martinez, 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. Don Sneddon, Baseball Coach at Santa Ana College.

Mr. Larry Labrado and Ms. Lisa Woolery arrived at this time.

1.3 Public Comment

Mr. Andrew Cowre, Ms. Natalie Draffen, and Mr. William Neri spoke regarding Item 3.3 – Approval of Search Consultant and Timeline for Chancellor Search.

1.4 Approval of Minutes

It was moved by Mr. Yarbrough, seconded by Mr. Labrado, and carried unanimously to approve the minutes of the regular meeting held October 26, 2009

1.5 Approval of Consent Calendar

It was moved by Mr. Yarbrough, seconded by Mr. Conley, and carried unanimously to approve the recommended action on the following items as listed on the Consent Calendar, with the exception of Item 4.3 (Approval of Community Services Program at Santa Ana College for Spring 2010) and Item 4.4 (Approval of Community Services Program at Santiago Canyon College for Spring 2010), removed by Mr. McLoughlin; and Item 4.9 (Authorization of Student Representation Fee at Santiago Canyon College), removed by Mr. Yarbrough:

1.5 Approval of Consent Calendar – (cont.)

4.1 Ratification of Recipients of Associate Degrees and Certificates for Summer 2009 at Santa Ana College (SAC)

The board ratified the recipients of associate degrees and certificates for Summer 2009 at Santa Ana College.

4.2 Ratification of Recipients of Associate Degrees and Certificates for Summer 2009 at Santiago Canyon College (SCC)

The board ratified the recipients of associate degrees and certificates for Summer 2009 at Santiago Canyon College.

4.5 Approval of Memorandum of Understanding with Our Lady of Pilar Church

The board approved this memorandum of understanding on behalf of Santa Ana College School of Continuing Education with Our Lady of Pilar Church in Santa Ana, California.

4.6 Approval of New OTA Agreement – Head To Toe Therapy

The board approved this new OTA agreement with Head To Toe Therapy in Santa Ana, California.

4.8 Approval of Apprenticeship Barbering Lease Agreement

The board approved this contract with Creation Salon for 2009-2010 as presented.

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 October 2009.

5.3 Approval of Quarterly Financial Status Report (CCFS-311Q) for Period Ended September 30, 2009

The board approved the CCFS-311Q for the period ending September 30, 2009, as presented.

5.6 Approval of Change Order #3 - Bid #1064 – Electrical for the New Science Building (State Portion) at Santiago Canyon College

The board approved change order #3, Baker Electric for Bid #1064 for electrical in the SCC science building as presented.

1.5 Approval of Consent Calendar – (cont.)

- 5.7 Approval of Change Order #1 - Bid #1076 – Glass/Glazing for the New Science Building (State Portion) at Santiago Canyon College
The board approved change order #1, Best Contracting Services for Bid #1076 for glass and glazing for the SCC Science building as presented.
- 5.8 Approval of Change Order #1 - Bid #1076 – Glass/Glazing for the New Science Building (Bond Portion) at Santiago Canyon College
The board approved change order #1, Best Contracting Services for Bid #1076, glass and glazing for SCC science building as presented.
- 5.9 Approval of Change Order #4 – Bid #1063 – Plumbing for the New Science Building (State Portion) at Santiago Canyon College
The board approved change order #4, J.M. Farnan Company, Inc. for Bid #1063, plumbing in the SCC science building as presented.
- 5.10 Approval of Change Order #3 – Bid #1116 – Gym Restroom Addition, Gym Floor Replacement and Fire Sprinkler Installation at Santa Ana College
The board approved change order #3, General Consolidated Constructors, Inc. for Bid #1116, construction of the gym restroom addition, gym floor replacement, and fire sprinkler installation at SAC as presented.
- 5.11 Approval of Change Order #1 – Bid #1099 – Earthwork, Demolition, and Paving for the New Child Development Center at Santa Ana College
The board approved change order #1, Triangle Enterprises, Inc. for Bid #1099, earthwork, demolition, and paving for the SAC child development center as presented.
- 5.12 Approval of Architectural Contract: Miscellaneous SAC and SCC Projects
The board approved the request for additional services provided by LPA, Inc. in the amount of \$170,030 as presented.
- 5.14 Approval of Construction Management Services for Various Santiago Canyon College Projects
The board authorized the chancellor or his designee to enter into an agreement with Seville Construction Management Services in the amount of \$3,031,485 for the various SCC projects as presented.
- 5.15 Approval of Surplus Property
The board declared the list of equipment attached to the agenda as surplus property and authorized utilization of The Liquidation Company to conduct an auction as presented.

1.5 Approval of Consent Calendar – (cont.)

5.16 Approval of Donation of Surplus Items

The board approved the donations to Tustin Unified School District, Santa Ana Unified School District, Irvine Unified School District, and Orange Unified School District as presented.

5.17 Approval of Bid #1125 – Santiago Canyon College Audio Visual Equipment and Installation

The board accepted the bid and approved awarding the bid to Troxell Communications, Inc. for Bid #1125 – SCC audio visual equipment and installation as presented.

5.18 Approval of Contracts with Dell Marketing L.P. and Hewlett Packard Company

The board approved a contract with Dell Marketing L.P. pursuant to the Master Price Agreement #B27160 and approved the contract with Hewlett Packard Company pursuant to the Master Price Agreement #B27164, awarded by the State of Minnesota on behalf of the National Association of State Procurement Officials/Western States Contracting Alliance (NASPO/WSCA) and approved for usage by the State of California pursuant to California Participating Addendums, for the purchase of computer equipment, software, peripherals, and related services, and any future renewals, extensions, and addendums as presented.

5.19 Approval of Purchase Orders

The board approved the purchase order listing for the period October 11, 2009, through October 31, 2009.

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:

- AB1725 – Equality Employment Opportunity (EEO)	\$ 13,958
- Diversity Allocation Funds (District)	
- Board Financial Assistance Program (BFAP) (SCC)	\$322,142
- Taller San Jose – Medical Career Academy (CEC)	\$ 4,000
- Teachers Assisting Students to Excel in Mathematics (TASEL-M) – Year 1 (SAC)	\$ 15,440

6.2 Approval of Resolution #09-27 Authorizing Payment to Trustee Absent from Board Meetings

The board authorized payment to R. David Chapel for his absence on October 12, 2009, due to illness and October 26, 2009, due to a family emergency.

1.5 Approval of Consent Calendar – (cont.)

6.3 Approval of Resolution #09-28 Authorizing Payment to Trustee Absent from Board Meeting

The board authorized payment to Brian Conley for his absence on October 26, 2009, due to illness.

It was moved by Mr. Yarbrough and seconded by Mr. Hanna to suspend the rules and consider Item 3.3 (Approval of Search Consultant and Timeline for Chancellor Search) and Item 4.9 (Authorization of Student Representation Fee at Santiago Canyon College) at this time. Discussion ensued. The motion failed with the following vote: Aye – Mr. Hanna, Mr. Labrado, and Ms. Holguin (student trustee advisory vote); Nay – Dr. Chapel, Mr. Conley, Mr. McLoughlin, Mr. Yarbrough, and Ms. Woolery.

2.0 INFORMATIONAL ITEMS AND ORAL REPORTS

2.1 Report from Chancellor

Dr. Edward Hernandez, Jr. provided a report to the board.

It was moved by Mr. Yarbrough, seconded by Mr. McLoughlin, and carried unanimously to suspend the rules and recess to closed session at this time.

RECESS TO CLOSED SESSION

The board convened into closed session at 4:49 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 and Classified Administrators
2. Personnel (pursuant to Government Code Section 54957.6)
 - a. Evaluation of the Chancellor

RECONVENE

The board reconvened at 6:20 p.m.

Closed Session Report

Mr. Conley reported the board met with its attorney and discussed the aforementioned items, and there was no action taken during closed session.

It was moved by Mr. Yarbrough, seconded by Mr. Labrado, and carried unanimously to suspend the rules and consider Item 3.3 (Approval of Search Consultant and Timeline for Chancellor Search), Item 4.7 (Approval to Name the Santa Ana College Baseball Field), and Item 4.9 (Authorization of Student Representation Fee at Santiago Canyon College) at this time.

It was moved by Mr. Yarbrough, seconded by Mr. Labrado, and carried unanimously to hear public comments at this time.

Public Comment

Mr. Oscar De La Riva, Mr. Alex Flores, Ms. Nadia Lopez, Ms. Claudia Manzo, Dr. Jeff McMillan, Ms. Kimberly O'Neill, Mr. Ninh Tran, Mr. Richard Santana, Mr. Osvaldo Vences, and Mr. Phien Vu spoke regarding Item 3.3 – Approval of Search Consultant and Timeline for Chancellor Search.

Ms. Tina Lam indicated she would like to comment on Item #4.9 (Authorization of Student Representation Fee at Santiago Canyon College) when the board takes action on this item.

4.7 Approval to Name the Santa Ana College Baseball Field

It was moved by Mr. Labrado and seconded by Mr. Hanna to approve the naming of the Santa Ana College baseball field to *Sneddon Field*. Discussion ensued.

It was moved by Mr. Labrado and seconded by Mr. McLoughlin to amend the motion to approve the naming of the Santa Ana College baseball field to *Don Sneddon Field*. Discussion ensued. The motion carried unanimously.

It was moved by Mr. Labrado, seconded by Mr. Hanna, and carried unanimously to approve the naming of the Santa Ana College baseball field to *Don Sneddon Field*.

3.3 Approval of Search Consultant and Timeline for Chancellor Search

It was moved by Mr. Yarbrough and seconded by Mr. Labrado to 1) engage Community College Search Services to assist in the recruitment and selection process of a new chancellor, and 2) approve the timeline for the chancellor search process and authorize the Executive Vice Chancellor of Human Resources and Educational Services to chair the screening committee and coordinate the recruitment and selection process with the selected search firm. Discussion ensued.

Mr. Labrado called for the question. The vote to end the discussion failed with the following vote: Aye – Mr. Conley, Mr. Labrado, and Ms. Woolery; Nay – Dr. Chapel, Mr. Hanna, Ms. Holguin (student trustee advisory vote), Mr. McLoughlin, and Mr. Yarbrough.

Discussion ensued. The motion carried to 1) engage Community College Search Services to assist in the recruitment and selection process of a new chancellor, and

2) approve the timeline for the chancellor search process and authorize the Executive Vice Chancellor of Human Resources and Educational Services to chair the screening committee and coordinate the recruitment and selection process with the selected search firm with the following vote: Aye – Mr. Conley, Mr. Hanna, Mr. Labrado, Ms. Woolery, and Mr. Yarbrough; Nay – Dr. Chapel, Mr. McLoughlin, and Ms. Holguin (student trustee advisory vote).

4.9 Authorization of Student Representation Fee at Santiago Canyon College

Ms. Lam explained that SCC students supported the implementation of the student representation fee.

It was moved by Mr. Labrado and seconded by Mr. McLoughlin to support the Associated Student Government (ASG) referendum and authorize implementation of the student representation fee at Santiago Canyon College in Spring 2010. Discussion ensued.

Mr. Conley left at this time.

The motion carried with the following vote: Aye – Dr. Chapel, Mr. Labrado, Mr. Hanna, Ms. Holguin (student trustee advisory vote), and Mr. McLoughlin; Nay - Mr. Yarbrough and Ms. Woolery.

Mr. Yarbrough left at this time.

2.2 Reports from College Presidents

The following college presidents declined giving reports to the board due to the lateness of the hour:

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

2.3 Report from Student Trustee

Ms. Gloria Holguin 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. Alejandro Flores, Student President, Santa Ana College
Ms. Tina Lam, 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. John Zarske, Academic Senate President, Santa Ana College

3.0 HUMAN RESOURCES

Item 3.3 was moved after closed session.

3.1 Management/Academic Personnel

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

- Approve Cabinet and Management Salary Schedules
- Approve Employment Agreement
- Ratify Resignations/Retirements
- Approve Full-time and Part-time Faculty Salary Schedules
- Approve Additional Faculty Service Areas
- Approve Stipends
- Approve Leaves of Absence
- Approve Changes of Assignment
- Approve Part-time/Hourly Hires/Rehires
- Approve Non-paid Intern Services

3.2 Classified Personnel

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

- Approve CSEA Salary Schedule
- Approve Voluntary Furloughs
- Approve Hourly On Going to Full Time
- Approve Changes in Positions
- Approve Out of Class Assignments
- Approve Leaves of Absence
- Ratify Resignations/Retirements
- Approve New Appointments
- Approve Temporary to Hourly On Going

3.2 Classified Personnel – (cont.)

- Approve Temporary Assignments
- Approve Instructional Associates/Associate Assistants
- Approve Community Service Presenters
- Approve Volunteers
- Approve Lists of Student Assistants

3.4 Authorization for Board Travel/Conferences

It was moved by Mr. Labrado, seconded by Mr. McLoughlin, and carried unanimously to approve the submitted conference and travel by board members.

4.0 INSTRUCTION

Items 4.1, 4.2, 4.5, 4.6, and 4.8 were approved as part of Item 1.5: Consent Calendar. Item 4.7 and Item 4.9 were moved after closed session.

4.3 Approval of Community Services Program at Santa Ana College for Spring 2010

It was moved by Mr. Labrado and seconded by Mr. McLoughlin to approve the list attached to the agenda for the proposed Community Services program at Santa Ana College for Spring 2010. Discussion ensued. The motion carried unanimously.

4.4 Approval of Community Services Program at Santiago Canyon College for Spring 2010

It was moved by Mr. Labrado, seconded by Mr. McLoughlin, and carried unanimously to approve the list attached to the agenda for the proposed Community Services program at Santiago Canyon College for Spring 2010.

5.0 BUSINESS OPERATIONS/FISCAL SERVICES

Items 5.1, 5.2, 5.3, 5.6, 5.7, 5.8, 5.9, 5.10, 5.11, 5.12, 5.14, 5.15, 5.16, 5.17, 5.18, and 5.19 were approved as part of Item 1.5: Consent Calendar.

5.4 Quarterly Investment Report as of September 30, 2009

The board received the quarterly investment report as of September 30, 2009 as information.

5.5 Approval of Change Order #1 - Bid #1065 – HVAC for the New Science Building (State Portion) at Santiago Canyon College

It was moved by Mr. Hanna, seconded by Mr. Labrado, and carried unanimously to approve change order #1, Athena Engineering, Inc., for Bid #1065, HVAC for the SCC science building as presented.

5.13 Award of Bid #1131 – Relocation of Portable Classrooms at Santiago Canyon College

It was moved by Mr. Labrado, seconded by Mr. McLoughlin, and carried unanimously to award Bid #1131 to DLG Electric and Construction for the relocation of portable classrooms at SCC as presented.

6.0 GENERAL

Items 6.1, 6.2, and 6.3 were approved as part of Item 1.5: Consent Calendar.

6.4 Board Member Comments

Ms. Holguin reported that SAC Associated Student Government is requesting five parking places from the Santa Ana College campus to auction as a fundraiser to benefit students by saving classes as part of the SAC Summer School Rescue Fund.

Ms. Woolery reported she is adopting a baby girl from Russia and anticipates future travel to complete the adoption process.

Mr. McLoughlin reported he recently attended a fire academy graduation.

Mr. McLoughlin reminded the board to discuss the placement of closed session at the December board meeting.

Mr. McLoughlin expressed concern over the costs associated with searching for a new chancellor; he urged board members not to exceed the funds set aside to search for this position.

Mr. Hanna asks that at least one board meeting a year be held at each RSCCD campus (CEC, OEC, SAC, and SCC).

Mr. Hanna encouraged attendance at upcoming faculty award lectures for the colleges.

Dr. Chapel reported he recently attended an ethics training seminar.

7.0 ADJOURNMENT

The next regular meeting of the Board of Trustees will be held on December 7, 2009, at the District Office, 2323 N. Broadway, Santa Ana, California.

There being no further business, Mr. Labrado declared this meeting adjourned at 8:13 p.m.

Respectfully submitted,

Eddie Hernandez, Jr., Ed.D.
Chancellor

Approved: _____
Clerk of the Board

Minutes approved: December 7, 2009