

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

**Board of Trustees (Regular meeting)**

**Monday, December 6, 2010**

**MINUTES**

**SWEARING-IN CEREMONY AND RECEPTION**

Mr. Larry Labrado called the meeting to order at 4:31 p.m.

The Pledge of Allegiance was led by Reverend Monsignor Douglas Cook, Holy Family Cathedral.

Dr. Rodríguez recognized the attendance of public officials.

The Oath of Allegiance was administered to Mr. John Hanna by Teresa “Tita” Smith, Councilwoman, City of Orange; Mr. Larry Labrado by John R. Hanna, RSCCD Board Member; and Mr. Phillip Yarbrough by Lisa Woolery, RSCCD Board Member.

Mr. Labrado declared a recess at 5:00 p.m. A reception followed.

**1.0 PROCEDURAL MATTERS**

**1.1 Call to Order**

The meeting was called to order at 5:20 p.m. by Mr. Larry Labrado. Other members present were Dr. David Chapel, Mr. Brian Conley, Mr. John Hanna, Mr. Mark McLoughlin, Mr. Nathan Selvidge, Ms. Lisa Woolery, and Mr. Phillip Yarbrough.

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 Recognition of Margaret Pashko, Sempra Energy Companies**

Mr. Labrado recognized Ms. Pashko for her dedication and years of service to the Rancho Santiago Community College District.

**Recognition of SAC students/staff of *el Don* student newspaper**

Dr. Martinez recognized Santa Ana College students and staff of the *el Don* student newspaper for winning the Associated Collegiate Press National Newspaper Pacemaker at the 89th Annual ACP/CMA National College Media Convention and for the fall 2010 *el Don* winning First Place in the Best of Show category.

1.3 Presentation of District Annual Financial Audit

Auditors Renee Graves and Tina Henton of Vincenti, Lloyd, Stutzman, LLP, reviewed the RSCCD Independent Audit Report and rendered the opinion that the financial statements are unqualified.

1.4 Approval of Additions or Corrections to Agenda

It was moved by Mr. Yarbrough, seconded by Mr. Conley, and carried unanimously to approve an addendum to Item 4.2 (Approval of Classified Personnel) and a revised page for Item 4.3 (Approval of Credit Instructional Calendar for 2011-2012).

1.5 Public Comment

There were no public comments.

1.6 Approval of Minutes

It was moved by Mr. Yarbrough, seconded by Mr. Conley, and carried unanimously to approve the minutes of the special meeting held November 8, 2010, and the regular meeting held November 15, 2010.

1.7 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 (as indicated by an asterisk on the agenda), with the exception of Item 7.2 (Adoption of Revisions to Board Policy 3503 – Selection of Architects and Board Policy 9009 – Committee Structure) removed from the Consent Calendar by Dr. Chapel:

5.1 Approval and Certification of New Noncredit Courses for Santa Ana College School of Continuing Education

The board approved and certified the list of new noncredit courses for submission to the State Chancellor's Office and added the courses to Santa Ana College's Noncredit Course Inventory.

5.2 Approval of Nursing Agreement Amendment – La Amistad Family Health Center, Without Instructor

The board approved this clinical affiliation Agreement with La Amistad Family Health Center.

1.7 Approval of Consent Calendar- (cont.)

5.3 Approval of Nursing Agreement Amendment – St. Joseph Hospital of Orange, Without Instructor

The board approved this clinical agreement with St. Joseph Hospital of Orange.

5.4 Approval of Nursing Agreement Amendment – St. Joseph Hospital of Orange, With Instructor

The board approved this clinical affiliation agreement with St. Joseph Hospital of Orange.

5.5 Approval of Nursing Agreement Amendment – On-site Associate Degree Nursing Program with St. Joseph Hospital of Orange

The board approved this clinical affiliation agreement with On-site Associate Degree Nursing Program with St. Joseph Hospital of Orange.

5.6 Approval of Agreement Amendment – Western Medical Center Santa Ana

The board approved this clinical affiliation agreement amendment with Western Medical Center Santa Ana.

5.7 Approval of Amendment to Existing OTA Agreement – Torrance Memorial Medical Center

The board approved this amendment to the agreement with Torrance Memorial Medical Center in Torrance, California.

5.8 Approval of New OTA Agreement – BIG FUN Therapy

The board approved this agreement with BIG FUN Therapy in Culver City, California.

5.9 Approval of Criminal Justice Academies Agreement Renewal: County of Orange

The board approved this renewal agreement with the County of Orange in Santa Ana, California.

5.10 Approval of New OTA Agreement – Ventura County Office of Education

The board approved this agreement with Ventura County Office of Education in Ventura, California.

6.1 Approval of Payment of Bills

The board approved payment of bills as submitted.

6.2 Receive the District Audit Report for Fiscal Year ended June 30, 2010

The board received and accepted the Rancho Santiago Community College District Audit Report for the fiscal year ended June 30, 2010, as presented.

1.7 Approval of Consent Calendar- (cont.)

- 6.3 Approval of Appointments for Measure E Citizens' Bond Oversight Committee  
The board approved the appointment/reaffirmation of the Citizens' Bond Oversight Committee for 2011 as presented.
- 6.4 Approval of Consulting Services – The Dolinka Group  
The board approved the agreement for consulting services of The Dolinka Group as presented.
- 6.5 Approval of Extension of Consulting Services – Facilities Planning & Program Services, Inc.  
The board approved the extension of the consulting services agreement for Facilities Planning & Program Services, Inc., as presented through June 30, 2011.
- 6.6 Approval of Change Order #8 - Bid #1097 – General Construction for Child Development Center at Santa Ana College (SAC)  
The board approved change order #8 for Bid #1097 for ISEC, Inc., for general construction at the Child Development Center at SAC as presented.
- 6.7 Approval of Change Order #3 – Bid #1100 for Concrete for Child Development Center at Santa Ana College  
The board approved change order #3 for Bid #1100 for Micon Construction, Inc., for concrete for the Child Development Center at SAC as presented.
- 6.8 Approval of Change Order #2 – Bid #1102 for Roofing and Solar Systems at Child Development Center at Santa Ana College  
The board approved change order #2 for Bid #1102 for Peterson Dean Roofing and Solar Systems for roofing at the Child Development Center at SAC as presented.
- 6.9 Approval of Change Order #4 – Bid #1124 for HVAC at Child Development Center at Santa Ana College  
The board approved change order #4 for APEX Construction, Inc., for Bid #1124 for HVAC at the Child Development Center at SAC as presented.
- 6.10 Approval of Change Order #8 – Bid #1129 for Electrical at Child Development Center at Santa Ana College  
The board approved change order #8 for Bid #1129 for EMAE International, Inc., for electrical at the Child Development Center at SAC as presented.

1.7 Approval of Consent Calendar- (cont.)

6.11 Approval of Change Order #7 - Bid #1055 for Concrete for Science Building (State Portion) at Santiago Canyon College (SCC)

The board approved change order #7 for Bid #1055 for Angeles Contractor, Inc., for concrete at the science building (state portion) at SCC as presented.

6.12 Approval of Change Order #6 - Bid #1058 for Interior Systems for Science Building (Bond Portion) at Santiago Canyon College

The board approved change order #6 for Bid #1058 for Angeles Contractor, Inc., for interior systems for the science building (bond portion) at SCC as presented.

6.13 Approval of Change Order #7 - Bid #1058 for Interior Systems for Science Building (State Portion) at Santiago Canyon College

The board approved change order #7 for Bid #1058, for Angeles Contractor, Inc., for interior systems for the science building (state portion) at SCC as presented.

6.14 Approval of Change Order #1 for Bid #1066 for Structural Steel for Science Building (Bond Portion) at Santiago Canyon College

The board approved change order #1 for Bid #1066 for McMahon Steel, Inc., for structural steel for the science building (bond portion) at SCC as presented.

6.15 Approval of Change Order #1 – Bid #1066 for Structural Steel for Science Building (State Portion) at Santiago Canyon College

The board approved change order #1 for Bid #1066 for McMahon Steel, Inc., for structural steel for the science building (state portion) at SCC as presented.

6.16 Approval of Change Order #1 – Bid #1139 for Electric for Santiago Canyon Road Entry and Parking Lot at Santiago Canyon College

The board approved change order #1 for Bid #1139 for Dynalectric for electric for the Santiago Canyon Road entry and parking lot at SCC as presented.

6.17 Approval of Plan Net Consulting Agreement

The board approved the consulting agreement from Plan Net Consulting in the amount of \$24,000 as presented.

6.18 Approval of CMAS Contract to Mohawk Resources, Ltd.

The board approved the District's use of CMAS Contract #4-04-49-002B, including renewals and extensions awarded to Mohawk Resources, Ltd. as presented.

1.7 Approval of Consent Calendar- (cont.)

6.19 Approval of Foundation for California Community Colleges Office Supplies Contract

The board approved the District piggybacking on the Foundation for California Community Colleges Contract #CB10-108 from Bid #10-003 for office supplies to Office Depot, Inc., as presented.

6.20 Approval of Donation of Surplus Items

The board approved donations to Garden Grove Unified School District, Orange Unified School District, and Vietnamese Community of Orange County, Asian Health Center.

6.21 Approval of Surplus Property

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

6.22 Approval of Donation of Surplus Pumper

The board approved the donation of a 1986 Hush pumper to the Southwestern College Fire Technology Program as presented.

6.23 Approval of Independent Contractors

The board approved the following independent contractor: Cara Lockwood for consulting services for the Early Headstart Program and mentor coaching and coordination to newly-funded Mentor Coordination project for Child Development Services. Dates of service are December 7, 2010, through September 29, 2011. The fee is estimated at \$35,100.

6.24 Approval of Purchase Orders

The board approved the purchase order listing for the period November 1, 2010, through November 12, 2010.

7.1 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:

- California Early Childhood Mentor Program (District) \$ 1,550
- Center for International Trade Development (District) \$ 16,727
- Network for a Healthy California (District) \$106,456

7.3 Board of Trustees Continuous Improvement Process – Review and Receive RSCCD Annual Reports

The board reviewed and received the 2009-2010 annual reports of Human Resources, Business Operations/Fiscal Services, and Public Affairs and Governmental Relations.

1.7 Approval of Consent Calendar- (cont.)

7.4 Approval of Contract for Consultant Services with Townsend Public Affairs, Inc.

The board approved the contract for consulting services with Townsend Public Affairs, Inc., as presented.

2.0 **BOARD ORGANIZATION**

2.1 Annual Board Organization

It was moved by Mr. Yarbrough, seconded by Mr. Labrado, and carried unanimously to elect Mr. Conley as the 2010-11 board president.

At this time, Mr. Labrado passed the gavel to Mr. Conley to conduct the remainder of the meeting.

On behalf of the board, Mr. Conley thanked Mr. Labrado for his work and dedication as board president during 2009-10. He then presented him with a plaque.

It was moved by Mr. Hanna, seconded by Ms. Woolery, and carried unanimously to elect Mr. Yarbrough as vice president.

It was moved by Ms. Woolery, seconded by Dr. Chapel, and carried unanimously to elect Mr. McLoughlin as clerk.

Mr. Conley designated Dr. Rodríguez as the board's secretary and Mr. Didion as the assistant secretary.

Mr. Conley appointed chairs to the following committees:

- Board Facilities Committee: Larry Labrado
- Board Fiscal/Audit Committee: Phillip Yarbrough
- Board Legislative Committee: Lisa Woolery
- Board Policy Committee: John Hanna

Mr. Conley appointed board representatives to the following organizations:

- Representative to the RSCCD Foundation: Mark McLoughlin
- Representative to the Orange County Legislative Task Force: Brian Conley
- Representative to the Orange County School Boards Association: David Chapel
- Representative to the Nominating Committee on School District Organization:  
David Chapel

2.1 Annual Board Organization – (cont.)

It was moved by Mr. Yarbrough and seconded by Mr. Labrado to adopt the following board meeting schedule for 2011:

January 18 (Tuesday)  
February 7 (Board Planning Session), 22 (Tuesday)  
March 14, 28  
April 11, 25  
May 9, 23  
June 20  
July 25  
August 22  
September 12, 26  
October 10, 24 (annual self-evaluation and regular meeting)  
November 14  
December 5

After discussion, the motion carried unanimously.

It was moved by Mr. Yarbrough, seconded by Mr. Conley, and carried unanimously to reaffirm the following board policies: #3211 (Investments); #9002 (Statement of Ethical Conduct); and #9011 (Conferences and Meetings).

**3.0 INFORMATIONAL ITEMS AND ORAL REPORTS**

3.1 Report from Chancellor

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

3.2 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)

3.3 Report from Student Trustee

Mr. Nathan Selvidge provided a report to the board.

3.4 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

### 3.5 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

### 3.6 Presentation on SB 1440 – California Community Colleges: Student Transfers

Mr. Craig Rutan, Associate Professor, Astronomy/Physics at Santiago Canyon College, gave a presentation on SB 1440.

## **RECESS TO CLOSED SESSION**

The board convened into closed session at 6:40 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
  - f. Educational Administrator Appointments
    - (1) Administrative Dean
    - (2) Associate Dean
    - (3) Associate Dean
    - (4) Director
    - (5) Vice President
  - g. Other Educational and Classified Administrators
2. Public Employee Performance Evaluation (pursuant to Government Code Section 54957)
  - a. Chancellor
3. Public Employee Discipline/Dismissal/Release (pursuant to Government Code Section 54957[b][1])

## **RECONVENE**

The board reconvened at 7:10 p.m.

### Closed Session Report

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

### Public Comment

There were no public comments.

## **4.0 HUMAN RESOURCES**

### 4.1 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:

- Ratify Resignations/Retirements
- Approve Hiring of Long-term Substitute/Temporary Employees per E.C. 87482
- Approve Leaves of Absence
- Approve Stipends
- Approve Part-time/Hourly Hires/Rehires
- Approve Non-paid Intern Services

### 4.2 Classified Personnel

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

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

### 4.3 Approval of Credit Instructional Calendar for 2011-2012

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

4.4 Authorization for Board Travel/Conferences

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

**5.0 INSTRUCTION**

All items were approved as part of Item 1.7 (Consent Calendar).

**6.0 BUSINESS OPERATIONS/FISCAL SERVICES**

All items were approved as part of Item 1.7 (Consent Calendar).

**7.0 GENERAL**

Items 7.1, 7.3, and 7.4 were approved as part of Item 1.7 (Consent Calendar).

7.2 Adoption of Revisions to Board Policy 3503 – Selection of Architects and Board Policy 9009 – Committee Structure

Upon Dr. Chapel's request, the board considered each policy separately.

It was moved by Mr. Yarbrough, seconded by Mr. Labrado, and carried unanimously to adopt revisions to Board Policy 3503 – Selection of Architects.

It was moved by Mr. Yarbrough and seconded by Mr. Labrado to adopt revisions to BP 9009 – Committee Structure. After discussion, it was moved by Mr. Hanna and seconded by Mr. Labrado to amend BP 9009 to include the following: *“Any committee established by Board of Trustees action shall comply with the requirements of the Brown Act and with policies regarding open meetings.”* The motion to amend BP 9009 carried with one nay vote by Dr. Chapel.

The motion carried to adopt BP 9009 as amended carried with one nay vote by Dr. Chapel.

7.5 Reports from Board Committees

Mr. Hanna did not provide a report on the December 2, 2010, Board Facilities Committee meeting since he was unable to attend the meeting.

7.6 Board Member Comments

Dr. Chapel reported he plans to attend the Orange City Council meeting on December 7 where Mr. Conley will represent the board in recognizing Councilmember Mark Murphy.

#### 7.6 Board Member Comments – (cont.)

Dr. Chapel recently attended a CCLC conference held in Pasadena where Chancellor Jack Scott gave a presentation on the worth of community colleges to the nation. Dr. Chapel plans to give board members a copy of Chancellor Scott's presentation.

Several board members congratulated the new board officers and commended outgoing President Labrado.

Mr. Yarbrough and Mr. McLoughlin thanked staff for making the docket available for online viewing.

Mr. Hanna commended both colleges on the success of their soccer teams and thanked the academic senate presidents for the SB 1440 presentation.

Although the board calendar was adopted earlier, Mr. Hanna prefers approximately 3-4 meetings be held at the colleges and noncredit campuses per year; although he understands there may not be classroom space available at the noncredit campuses.

Mr. Hanna commended Mr. George Wright on his recent faculty excellence speech.

Mr. McLoughlin plans to attend the Pageant of the Trees fundraiser on December 7.

Mr. McLoughlin was pleased to speak with Diane Singer, newly-elected Orange Unified School District (OUSD) trustee, and Rob Richardson, Santa Ana Unified School District (SAUSD) trustee, during the swearing in reception. Mr. McLoughlin asked the chancellor to coordinate an event to reach out to OUSD and SAUSD boards of trustees; Mr. Conley asked that Garden Grove Unified School District be included.

Mr. McLoughlin recently attended the Economic Forecast seminar hosted by Chapman University.

Mr. Conley expressed appreciation to his colleagues for their support of his presidency.

#### **8.0 ADJOURNMENT**

The next regular meeting of the Board of Trustees will be held on January 18, 2011, at the District Office, 2323 N. Broadway, Santa Ana, California.

There being no further business, Mr. Conley declared this meeting adjourned at 7:30 p.m.

Respectfully submitted,

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Dr. Raúl Rodríguez  
Chancellor

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

Minutes approved: January 18, 2011