



**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT FOUNDATION
BOARD OF DIRECTORS REGULAR MEETING**

Minutes

Tuesday, June 8, 2021 - 8 am via Zoom

I. CALL TO ORDER

Dr. Marquez called the meeting to order at 8:03am.

II. ROLL CALL

Present: Dr. Marilyn Flores, Mr. Todd O. Litfin, Dr. Eddie Marquez, Mr. Marvin Martinez, Mr. Adam O'Connor, Mr. Andrew Patterson, Mr. Enrique Perez, Mr. Sal Tinajero, Mr. Craig Rutan, Mr. Roy Shahbazian, Mr. Jose F. Vargas via video/teleconference (Zoom) pursuant to Governor Newsom's Executive Order N-29-20.

Guests: Mr. Jared Miller and Mr. Ralph Castellanos
Ms. Patricia Duenez was present as record keeper.

III. APPROVAL OF THE AGENDA

A. Amendments and Corrections (if any)

None were made.

B. Approval of Agenda

It was moved by Mr. Martinez; seconded by Dr. Marquez to approve the agenda. The motion was carried by the following vote: Mr. Litfin, Dr. Marquez, Mr. Martinez, Mr. Patterson and Mr. Tinajero.

IV. APPROVAL OF MINUTES – March 2, 2021 Regular Board Meetings*

A. Corrections (if any)

Non were made.

B. Approval of the Minutes

It was moved by Mr. Tinajero; seconded Mr. Martinez to approve the March 2, 2021 minutes. The motion was carried by the following vote: Mr. Litfin, Dr. Marquez, Mr. Martinez, Mr. Patterson and Mr. Tinajero.

V. PUBLIC COMMENTS

None were made; none submitted.

VI. EXECUTIVE DIRECTOR'S REPORT

A. Update on the Capability Building Contract between the Rancho Santiago Community College District Foundation and the Colleges of Excellence Company
Mr. Perez reported on status of project; summer projected for final payment.

FOUNDATION BOARD MEMBERS:

Kristin Crellin • Juan M. Gonzalez • Todd O. Litfin • Eddie Marquez • Andrew Patterson • Sal Tinajero

Ex-Officio Voting Members: Marvin Martinez

Ex-Officio Non Voting Members: Dr. Marilyn Flores • Craig Rutan • Roy Shahbazian • Jose F. Vargas

Staff: Adam O'Connor • Enrique Perez

B. 2021 – 2022 Budget & Activities

Mr. Perez **shared screen** of draft budget and reported on activities; a conservative budget.

C. Board Membership

Mr. Perez reported on new Board member on agenda for approval; Ms. Duenez **shared screen** of bio for Mr. John M. Gutierrez of OC Hospice.

D. Forensics Team – Update Report to Budget & Business Plan*

Mr. Perez introduced Professor Jared Miller.

Mr. Miller reported on background to Forensics Team; **shared screen** of presentation of Student and Coaches commitments and specialties; reported on competitions, tournaments and high school recruitment, minimal expenses due to limited travel; summer retentions efforts made by keeping in contact students. June is ending of last season and beginning of next season; June is a good month to prepare for the year round process. Reported on Goals & Objectives to establish stable pathway from High School to RSCCD; there is a potential of up to 200 students through program; the proposed budget would allow to create a competitive team and compete with top-level community colleges.

Discussion ensued on feeder high schools and activities of other coaches, scholarships being organized, scholarships received by SCC Forensics students, summer recruitment efforts being made, SAC role on district team and Faculty involvement. SCC has one section now but more class space would be needed to offer more days.

It was suggested that practices can alternate between campuses.

Mr. Martinez made importance for SAC to offer class; initial budget's purpose was seed dollars but eventually funding would come from colleges to support program as it is an academic program.

It was suggested for SAC's catalog course description read 'competitive speech and debate'.

Dr. Flores expressed that support from SAC Faculty is important. During pilot phase will reach out with Communications Dept. as there is notation that Communications Instructors assists Forensics Team.

VII. COLLEGE PRESIDENT'S REPORT

Dr. Flores: reported on summer and fall starting semester dates; May 17 SAC Foundation meeting, the Ed Arnold Golf Tournament and \$112,000 monies raised; scholarship ceremony, pinning ceremony for bachelor's degrees; Nursing ceremony and the transfer celebration.

Mr. Vargas: reported on enrollment, fall semester start date, commencement and invited members to attend SCC's commencement ceremony.

At 8:53am, a motion was made to pause the regular meeting and start the annual meeting to establish quorum as some members would need to leave meeting to attend following meetings.

At 8:58am, motion made to resume the regular meeting of the board.

Mr. Tinajero left the meeting at this time.

VIII. APPROVAL OF TREASURER'S REPORTS

- A. Treasurer's Reports – February, March, April 2021 (action to approve only).*
- Mr. O'Connor reported on Treasurer's Reports.
It was moved by Mr. Martinez, seconded by Dr. Marquez to approve the Treasurer's Reports as presented. The motion was carried by the following vote: Mr. Litfin, Dr. Marquez, Mr. Martinez, and Mr. Patterson.

IX. ITEMS FOR DISCUSSION AND/OR ACTION

- A. Approval of new board member John M. Gutierrez, Owner, O.C. Hospice beginning June 8, 2021 for a term of 3 years (for discussion and/or action).
It was moved by Mr. Litfin; seconded by Mr. Patterson to approve new board member. The motion was carried by the following vote: Mr. Litfin, Dr. Marquez, Mr. Martinez, and Mr. Patterson.
- B. Second Reading of Master Agreement template between RSCCD and its Three Auxiliary Foundations (for discussion and/or action).*
- Mr. Perez reported on master agreement and screen shared redlined version. A future meeting will bring to the agenda reimbursements of costs for staff and administrator salaries for dedicated time to the Foundation.
It was moved by Mr. Martinez; seconded by Dr. Marquez to approve the Second Reading of Master Agreement template. The motion was carried by the following vote: Mr. Litfin, Dr. Marquez, Mr. Martinez, and Mr. Patterson.

Dr. Flores left the meeting at this time.

- C. Approval of the 2021-2022 Budget (for discussion and/or action).
It was moved by Mr. Litfin; seconded by Mr. Patterson to approve the 2021-2022 Budget. The motion was carried by the following vote: Mr. Litfin, Dr. Marquez, Mr. Martinez, and Mr. Patterson.
Mr. Patterson thanked the board for support of Autism program.
- D. Accept Check from Autism Behavior Services Inc. for \$750 (for discussion and/or action).*
- It was moved by Mr. Litfin; seconded by Mr. Patterson to accept the check from Autism Behavior Services Inc. The motion was carried by the following vote: Mr. Litfin, Dr. Marquez, Mr. Martinez, and Mr. Patterson.
Mr. Perez thanked Mr. Patterson for donation and explained how partnership came about from Healthcare Roundtables held at district offices, hosted by Mr. Perez.
Mr. Vargas also thanked Mr. Patterson.

Mr. Vargas left the meeting at this time.

Mr. Patterson spoke to Autism Services and goal to partner with colleges for a career path in Analyst or Coordinator positions as starting points.
Mr. Perez will be hosting more Roundtables in future.

- E. Revision to Forensics Budget Proposal 2021-2022 (for discussion and/or action).*
- No action taken; an update Proposal will be brought back at next meeting.

X. BOARD MEMBER COMMENTS

Mr. Martinez commented on the Governor's announcement, the fall semester, classified staff returning to the office from remote on August 16 and managers returning on June 14. Clarity on the return to work plans is important.

Dr. Marquez provided comments on conflicting information from Governor Newsom and Cal/OSHA.

Mr. Patterson commented on state allocation of monies for DSP programs; uses Foundation as model for community colleges.

XI. FUTURE MEETINGS

Next regular meeting of the board is scheduled for Tuesday, September 7, 2021 at 8am.

Dr. Marquez is not be available to attend the September meeting.

XII. OTHER

A. 2021-2022 Conflict of Interest Statement

Dr. Marquez reminded members to fill out statements and forward to Ms. Duenez.

XIII. ADJOURNMENT

The next regular meeting of the Board of Directors will be held on September 7, 2021 at 2323 North Broadway, Santa Ana, California 92706.

Dr. Marquez called the meeting adjourned 9:14am.

It was moved by Dr. Marquez; seconded by Mr. Litfin.

**supporting information attached*

Approved: December 7, 2021