

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

**Board of Trustees**  
**(Regular meeting and Board Planning Session)**

**Monday, February 23, 2015**

**MINUTES**

**1.0 PROCEDURAL MATTERS**

1.1 Call to Order

The meeting was called to order at 4:33 p.m. by Mr. Larry Labrado. Other members present were Ms. Claudia Alvarez, Ms. Arianna Barrios, Mr. John Hanna, Mr. Phillip Yarbrough, and Ms. Alana Vochting. Mr. Jose Solorio arrived at the time noted. Ms. Nelida Mendoza Yanez was not in attendance due to recovering from surgery.

Administrators present during the regular meeting were Mr. John Didion, Mr. Peter Hardash, Dr. Erlinda Martinez, Dr. Raúl Rodríguez, and Dr. John Weispfenning. 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 Ms. Raquel Manriquez, Student President, Santa Ana College (SAC).

1.3 Approval of Additions or Corrections to Agenda

It was moved by Mr. Yarbrough and seconded by Ms. Alvarez to approve revised pages and addendum for Item 6.1 (Management/Academic Personnel) and an addendum for Item 6.2 (Classified Personnel). The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Labrado, and Mr. Yarbrough. Student Trustee Vochting's advisory vote was aye.

1.4 Public Comment

There were no public comments.

1.5 Approval of Minutes

It was moved by Mr. Yarbrough and seconded by Ms. Alvarez to approve the minutes of the meeting held February 2, 2015. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Labrado, and Mr. Yarbrough. Student Trustee Vochting's advisory vote was aye.

## 1.6 Approval of Consent Calendar

It was moved by Mr. Yarbrough and seconded by Ms. Alvarez to approve the recommended action on the following items (as indicated by an asterisk on the agenda) on the Consent Calendar. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Labrado, and Mr. Yarbrough. Student Trustee Voechting’s advisory vote was aye.

### 4.1 Approval of New Speech-Language Pathology Assistant (SLPA) Agreement – Children’s Learning Connection, LLC

The board approved the agreement with Children’s Learning Connection, LLC in Fountain Valley, California.

### 4.2 Approval of Contract between City of Santa Ana and Rancho Santiago Community College District (RSCCD) on behalf of Santa Ana College under Workforce Investment Act Grant

The board approved the contract with the City of Santa Ana as presented.

### 4.3 Approval of Memorandum of Understanding (MOU) with Strength in Support

The board approved the MOU with Strength in Support of Laguna Hills as presented.

### 5.1 Approval of Payment of Bills

The board approved payment of bills as submitted.

### 5.2 Approval of Budget Increases/Decreases and Budget Transfers

The board approved budget increases, decreases and transfers during the month of January 2015.

### 5.3 Approval of Agreement with Tilden-Coil Constructors, Inc. for Preconstruction Consulting Services for New Johnson Student Center Project at Santa Ana College

The board approved the agreement with Tilden-Coil Constructors, Inc. for preconstruction consulting services for the new Johnson Student Center project at SAC as presented.

### 5.4 Approval of Change Order #1 for Bid #1249 for Parking Lots 1-5 Slurry and Striping at Santa Ana College

The board approved change order #1 for Bid #1249 for parking lots 1-5 slurry and striping at SAC as presented.

### 5.5 Approval of CMAS Contract #4-13-73-0024A to Advantage West Government Product Solutions

The board approved the district’s use of CMAS Contract #4-13-73-0024A, including renewals, extensions, modifications and supplements awarded to Advantage West Government Product Solutions, as presented.

1.6 Approval of Consent Calendar - (cont.)

5.6 Approval of Agreement with The Liquidation Company

The board approved the agreement with The Liquidation Company to conduct auctions on an as needed basis as presented.

5.7 Approval of Utilization of Contract with Brocade Communications Systems, Inc. for District-wide Networking Equipment

The board approved utilization of the contract as needed, with Brocade Communication Systems, Inc. and authorized resellers, pursuant to the State of Utah-State Cooperative Contract Number AR214, awarded by the State of Utah 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 Addendum Master Price Agreement 7-14-70-01, for the purchase of data communications equipment and associated original equipment manufacturer maintenance and training and any future renewals, extensions and addendums, as presented.

5.8 Approval of Purchase Orders

The board approved the purchase order listing for the period December 12, 2014, through February 7, 2015.

6.1 Approval of Resource Development Items

The board approved budgets, accepted grants, and authorized the Vice Chancellor of Business Operations/Fiscal Services or his designee to enter into related contractual agreements on behalf of the district for the following:

- Disabled Students Programs & Services (DSPS) (SAC) \$1,290,030
- Disabled Students Programs & Services (DSPS) (SCC) \$ 815,508
- SBA/CSUF – SBDC (District) – *Augmentation* \$ 10,000
- Workforce Investment Act Title I – Youth Grant/Seeds \$ 19,850  
to Trees – CASP (SAC)

6.2 Approval of Sub-Agreement between RSCCD and Chabot-Las Positas Community College District for Information Communications Technology/Digital Media Sector Navigator Grant

The board approved the sub-agreement and authorized the Vice Chancellor, Business Operations/Fiscal Services or his designee to sign and enter into a related contractual agreement on behalf of the district.

6.3 Approval of Sub-Agreement between RSCCD and MOMS Orange County for Early Head Start Grant

The board approved the sub-agreement and authorized the Vice Chancellor, Business Operations/Fiscal Services or his designee to sign and enter into a related contractual agreement on behalf of the district.

1.6 Approval of Consent Calendar - (cont.)

6.4 Approval of Sub-Agreement between RSCCD and South Orange County Community College District/Irvine Valley College for Career Technical Education Enhancement Fund (CTE EF) Grant

The board approved the sub-agreement and authorized the Vice Chancellor, Business Operations/Fiscal Services or his designee to sign and enter into a related contractual agreement on behalf of the district.

6.5 Approval of Sub-Agreement between RSCCD and Santa Clarita Community College District for Information Communications Technology/Digital Media Sector Navigator Grant

The board approved the sub-agreement and authorized the Vice Chancellor, Business Operations/Fiscal Services or his designee to sign and enter into a related contractual agreement on behalf of the district.

**2.0 BOARD PLANNING SESSION**

2.1 Board of Trustee's Annual Planning Session

The planning session included the following documents and activities:

Mr. Didion presented an overview of the Board's Annual Planning Design, as adopted on February 19, 2013. He indicated the district has a three-year (2013-2016) strategic plan based on the district's goals and strategic objectives, and the progress report presented to the board today is based on the last fiscal year (2013-2014). He anticipates that this time next year, the board will be reviewing and providing input on the upcoming planning process for the three-next cycle (2016-2019) of strategic plans.

Mr. Didion stated that the District Council has reviewed the RSCCD goals and objectives. Mr. Hanna asked who serves as committee members on the District Council. Mr. Didion indicated that the chancellor, vice chancellors, college presidents, academic senate presidents, student government representatives, California School Employees Association (CSEA) president, and co-chairs of the five district level participatory governance committees (Planning and Organization Effectiveness, Fiscal Resources, Human Resources, Physical Resources, and Technology Advisory Group) serve on the District Council. Mr. Hanna confirmed with Mr. Didion that those represented had reviewed and approved the information presented in the annual report.

Mr. Solorio arrived at this time.

## 2.1 Board of Trustee's Annual Planning Session – (cont.)

Ms. Nga Pham, Director of Research, RSCCD, provided a presentation on the 12 Measures of Success Report. This report is compiled by the Educational Services department on selected factors of institutional effectiveness and has been produced on an annual basis since 1998. Board members received clarification on data presented in the report from Ms. Pham and Mr. Didion.

Dr. Bonita Jaros, Professor/Coordinator, Institutional Effectiveness & Assessment, SAC; and Mr. Aaron Voelcker, Dean of Institutional Effectiveness, Library and Learning Support Services, SCC; provided a presentation on the Annual Progress Report on the RSCCD Goals. Dr. Jaros explained that the Planning and Organization Effectiveness Committee (POE) oversees the planning activities and monitors the implementation of the RSCCD Comprehensive Master Plan and the RSCCD Strategic Plan. Upon approval by the POE Committee, the master plan and strategic plan are then forwarded to District Council for approval. Board members received clarification on data presented in the report from Mr. Didion, Mr. Hardash, Dr. Jaros, and Mr. Voelcker. The following goals and objectives were discussed.

**Goal 1: RSCCD will assess the educational needs of the communities served by RSCCD and will adjust instructional programs, offerings, and support services and will allocate resources as needed to optimize the alignment of students' needs with services and fiscal resources.** Dr. Jaros discussed the following objectives: Objective 1A: Continue to determine the needs of the community; Objective 1B: Develop sustainable, alternative revenue streams to (address) student educational needs; and Objective 1C: Continue to monitor student educational preparation.

**Goal 2: RSCCD will assess the educational needs of the communities served by RSCCD and then pursue partnerships with educational institutions; public agencies, non-profit organizations, and business/industry/labor to collaboratively meet those needs.** Mr. Voelcker discussed the following objectives: Objective 2A: Strengthen outreach and recruitment; develop new and sustain current relationships with key partners and stateholders; and Objective 2B: Support regional development by becoming the primary local source of skilled employees for high demand occupations.

**Goal 3: RSCCD will annually improve the rates of course completion and completion of requirements for transfer, degrees, certificates, and diplomas.** Dr. Jaros discussed the following objectives: Objective 3A: Consistently and accurately measure educational goal completion for university transfer, degrees, certificates and diplomas; Objective 3B: Academic support services, student support services and grants provide integrated approaches to student success and achievement; and Objective 3C: Identify economic barriers to student achievement.

## 2.1 Board of Trustee's Annual Planning Session – (cont.)

**Goal 4: RSCCD will support innovations and initiatives that result in quantifiable improvement in student access, preparedness, and success.** Mr. Voelcker discussed the following objectives: Objective 4A: Maintain and enhance the RSCCD's technological infrastructure; Objective 4B: Support faculty development in the areas of innovative pedagogies and curriculum design; and Objective 4C: Examine course success rates by population served and promote strategies that foster student equity.

Mr. Yarbrough left the meeting after the discussion of Goal 4.

**Goal 5: RSCCD will use a cycle of integrated planning that will demonstrate the effective use of resources.** Mr. Didion and Mr. Hardash discussed the following objectives: Objective 5A: Support and encourage focused green practices; Objective 5B: Utilize current processes to inform program, facilities, human resource and technology allocation; and Objective 5C: Evaluate the cycle of integrated planning.

## 3.0 INFORMATIONAL ITEMS AND ORAL REPORTS

### 3.1 Report from the Chancellor

Dr. Rodríguez provided a report to the board, which included SAC and SCC receiving reaffirmation of its accreditation standing from the Accrediting Commission for Community and Junior Colleges (ACCJC). Dr. Rodríguez thanked Dr. Martinez and Dr. Weispfenning for their presentations to the ACCJC board in January on behalf of Santa Ana College and Santiago Canyon College (SCC).

### 3.2 Reports from College Presidents

The following college representatives provided reports to the board.

Dr. Erlinda Martinez, President, Santa Ana College  
Dr. John Weispfenning, President, Santiago Canyon College

Dr. Martinez and Dr. Weispfenning reported SAC and SCC have received reaffirmation of their respective colleges' reaffirmation of accreditation.

Dr. Martinez reported staff is working on its response to the reaffirmation of SAC's accreditation standing with AACJC, and Substantive Change Reports for the Baccalaureate Pilot Project in Occupational Therapy Studies and Microbiology. She indicated that a number of programs at SAC have separate accreditation processes and last week an accreditation team visited the SAC nursing program as part of its accreditation process.

Dr. Weispfenning reported that staff is working on a response to the five recommendations given to the college by the accrediting commission. The response is due to the commission by March 2016.

3.3 Report from Student Trustee

Ms. Alana Voechting, Student Trustee, provided a report to the board.

3.4 Reports from Student Presidents

The following student representatives provided reports to the board on behalf of the Associated Student Government (ASG) organizations:

Mr. Hector Soberano, Student President, Santiago Canyon College  
Ms. Raquel Manriquez, Student President, Santa Ana College

3.5 Reports from Academic Senate Presidents

The following academic senate representatives provided reports to the board:

Ms. Corinna Evett, Academic Senate President, Santiago Canyon College  
Mr. John Zarske, Academic Senate President, Santa Ana College

**4.0 INSTRUCTION**

All items were approved as part of Item 1.6 (Consent Calendar).

**5.0 BUSINESS OPERATIONS/FISCAL SERVICES**

All items were approved as part of Item 1.6 (Consent Calendar).

**6.0 GENERAL**

Items 6.1 through 6.5 were approved as part of Item 1.6 (Consent Calendar).

6.6 Adoption of Resolution Authorizing Payment to Trustee Absent from Board Meeting

It was moved by Mr. Hanna and seconded by Mr. Solorio to authorize payment to Nelida Mendoza Yanez for her absence from the February 2, 2015, board meeting due to surgery. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Labrado, and Mr. Solorio. Student Trustee Voechting's advisory vote was aye.

6.7 Reports from Board Committees

Ms. Alvarez provided a report on the February 5, 2015, Orange County Community Colleges Legislative Task Force meeting.

6.8 Board Member Comments

Since students have questions regarding firearms on campus, Ms. Voechting asked to meet with the chancellor to receive an update on this issue.

6.8 Board Member Comments – (cont.)

Ms. Barrios congratulated staff on receiving reaffirmation of accreditation at both colleges.

As a matter of public safety, Ms. Alvarez asked the chancellor to research why the lights at Centennial Park are not always on at night.

Ms. Alvarez thanked staff for its presentation for the Board Planning Session, and is happy to hear that SAC is working towards offering another pilot baccalaureate program.

Ms. Alvarez, Mr. Hanna, Mr. Labrado, and Mr. Solorio provided a report on the Association of Community College Trustees (ACCT) Community College National Legislative Summit held in Washington, D.C. on February 9-12, 2015.

In addition to the ACCT legislative summit, Ms. Alvarez reported she attended the ACCT Higher Education Policy Academy (February 9) and the Community College League of California (CCLC) National Legislative Summit California Delegation Breakfast (February 11) in Washington, D.C. As part of the summit, Ms. Alvarez and Mr. Hanna participated in a roundtable seminar for community college lawyers where most of the discussion was focused on Title IX requirements. Mr. Hanna gave information received at the seminar to Mr. Didion.

Mr. Hanna, Mr. Labrado, and Mr. Solorio reported they met with Congresswomen Loretta Sanchez, Mimi Walters, and Norma Torres.

Mr. Solorio thanked the academic senate for sharing concerns the faculty has regarding firearms on campus.

After reading the *Orange County Register* article dated February 18, 2015, regarding armed officers on SAC and SCC campuses, Mr. Labrado stated that Ms. Alvarez should have been credited in the article for her leadership in providing a safe and secure environment for students/staff.

Dr. Rodriguez reported the following will be discussed in closed session:  
Conference with Real Property Negotiators (pursuant to Government Code Section 54956.8)

Property Address: 500 W. Santa Ana Blvd., California  
Agency Negotiator: Dr. Raúl Rodríguez, Chancellor  
Negotiating Parties: CIM Urban Reit Properties I LP  
Under Negotiation: Price and Terms of Payment

## **RECESS TO CLOSED SESSION**

Mr. Hanna and Ms. Voechting left the meeting at this time.

The board convened into closed session at 7:37 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. Educational Administrator Appointments
    - (1) Dean
2. Conference with Legal Counsel: Anticipated/Potential Litigation (pursuant to Government Code Section 54956.9[b]-[c]) (1 case)
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: Continuing Education Faculty Association
4. Public Employee Discipline/Dismissal/Release (pursuant to Government Code Section 54957[b][1])
5. Conference with Real Property Negotiators (pursuant to Government Code Section 54956.8)  
Property Address: 500 W. Santa Ana Blvd., California  
Agency Negotiator: Dr. Raúl Rodríguez, Chancellor  
Negotiating Parties: CIM Urban Reit Properties I LP  
Under Negotiation: Price and Terms of Payment

## **RECONVENE**

The board reconvened at 8:02 p.m.

### **Closed Session Report**

Ms. Alvarez reported the board discussed public employment, labor negotiations, public employee discipline/dismissal/release, and real property negotiations, and the board took action to suspend a Gardner/Utility Worker for ten days and release an Instructional Assistant at SCC from probation during closed session with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Labrado, and Mr. Solorio. Mr. Hanna and Mr. Yarbrough left the meeting earlier and Ms. Mendoza Yanez was absent; therefore they did not vote on this action.

### **Public Comment**

There was no public comment.

## 7.0 HUMAN RESOURCES

### 7.1 Management/Academic Personnel

It was moved by Ms. Alvarez and seconded by Mr. Solorio to approve the following action on the management/academic personnel docket. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Labrado, and Mr. Solorio.

- Approve Permission to Accept Outside Assignments
- Approve Appointments
- Approve Changes of Assignment
- Approve Adjusted Effective Date of Ratification of Resignations/Retirements
- Approve of FARSCCD Revised Permanent 2014/2015 FARSCCD Salary Schedule B
- Approve FARSCCD Beyond Contract/Overload Step Increases Effective Spring 2015
- Approve FARSCCD Part-time Step Increases Effective Spring 2015
- Approve Voluntary Reduced Workloads
- Approve Contract Extension Days
- Approve Adjusted Effective Dates of Leaves of Absence
- Approve Leaves of Absence
- Approve Stipends
- Approve Part-time Hourly New Hires/Rehires
- Approve Non-paid Instructors of Record
- Approve Non-paid Intern Services

### 7.2 Classified Personnel

It was moved by Ms. Alvarez and seconded by Mr. Solorio to approve the following action on the classified personnel docket. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Labrado, and Mr. Solorio.

- Approve New Appointments
- Approve Hourly On Going to Contract Assignments
- Approve Professional Growth Increments
- Approve Out of Class Assignments
- Approve Changes in Position
- Approve Changes in Salary Placement
- Approve Leaves of Absence
- Ratify Resignations/Retirements
- Approve Temporary to Hourly On Going Assignments
- Approve Temporary Assignments
- Approve Additional Hours for On Going Assignments
- Approve Substitute Assignments
- Approve Miscellaneous Positions

7.2 Classified Personnel - (cont.)

- Approve Instructional Associates/Associate Assistants
- Approve Volunteers
- Approve Student Assistant Lists

7.3 Public Disclosure of Collective Bargaining Agreement between Rancho Santiago Community College District and Continuing Education Faculty Association (CEFA)

It was moved by Ms. Alvarez and seconded by Mr. Solorio to approve the amendments to the collective bargaining agreement with CEFA. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Labrado, and Mr. Solorio.

8.0 ADJOURNMENT

The next regular meeting of the Board of Trustees will be held on March 9, 2015.

There being no further business, Mr. Labrado declared this meeting adjourned at 8:03 p.m.

Respectfully submitted,

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Raúl Rodríguez, Ph.D.  
Chancellor

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

Minutes approved: March 9, 2015