

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

Board of Trustees
(Regular meeting)

Monday, March 9, 2015

MINUTES

1.0 PROCEDURAL MATTERS

1.1 Call to Order

The meeting was called to order at 4:32 p.m. by Mr. Larry Labrado. Other members present were Ms. Claudia Alvarez, Ms. Arianna Barrios, Mr. John Hanna, and Mr. Phillip Yarbrough. Ms. Nelida Mendoza Yanez and Mr. Jose Solorio arrived at the time noted. Ms. Alana Voechting was not in attendance due to illness.

Administrators present during the regular meeting were Mr. Peter Hardash, Dr. John Hernandez, Dr. Erlinda Martinez, and Dr. Raúl Rodríguez. 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. Troy Gagnon, cousin of Ms. Barrios.

1.3 Approval of Additions or Corrections to Agenda

It was moved by Mr. Yarbrough and seconded by Ms. Alvarez to approve 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.

Mr. Solorio arrived at this time.

1.4 Public Comment

Mr. Morrie Barembaum and Dr. Barry Resnick spoke regarding the agreement with two Saudi Arabia technical colleges and the Rancho Santiago Community College District (RSCCD) Foundation.

Ms. Mendoza Yanez arrived during Mr. Resnick's comments.

Mr. Tom Andrews, Ms. Artemisa Paz Lugo, Dr. Mary Mettler, Mr. John L. Smith, and Mr. George Wright spoke regarding the agreement with two Saudi Arabia technical colleges and the RSCCD Foundation.

1.4 Public Comment – (cont.)

Regarding the agreement with two Saudi Arabia technical colleges and the RSCCD Foundation, the following people read statements of those that were unable to attend the meeting: Dr. Cari Cannon read a statement from Dr. Melinda Womack; Dr. Steve Eastmond read a statement from Dr. Nahla El Said; Ms. Narges Rabii-Rakin read a statement from Ms. Maureen Roe.

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 23, 2015. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Labrado, Ms. Nelida Mendoza Yanez, Mr. Solorio, and Mr. Yarbrough.

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, with the exception of Item 3.9 (Santa Ana College [SAC] Community Services program), removed from the Consent Calendar by Ms. Alvarez, and Item 4.2 (2015-2016 Tentative Budget Assumptions), removed from the Consent Calendar by Mr. Yarbrough. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Labrado, Ms. Nelida Mendoza Yanez, Mr. Solorio, and Mr. Yarbrough.

3.1 Approval of Nursing Program Agreement – Silverado Senior Living-Newport Mesa

The board approved the clinical affiliation agreement with Silverado Senior Living-Newport Mesa, located in Costa Mesa, California.

3.2 Approval of Nursing Program Agreement – Chamberlain College of Nursing
The board approved the articulation agreement with Chamberlain College of Nursing, based in Downers Grove, Illinois.

3.3 Approval of Renewal of Nursing Program Agreement – College Hospital Partial Hospitalization Program

The board approved the renewal of the clinical affiliation agreement with College Hospital Partial Hospitalization Program, located in Santa Ana, California.

3.4 Approval of Renewal of Nursing Program Agreement – Mission Hospital
The board approved the renewal of the clinical affiliation agreement with Mission Hospital, located in Mission Viejo and Laguna Beach, California.

3.5 Approval of Amendment #7 to Occupational Therapy Assistant (OTA) Agreement – Cedars-Sinai Medical Center

The board approved the amendment to the agreement with Cedars-Sinai Medical Center in Los Angeles, California.

1.6 Approval of Consent Calendar – (cont.)

3.6 Approval of Amendment #3 to OTA Agreement – Northridge Hospital Medical Center

The board approved the amendment to the agreement with Northridge Hospital Medical Center in Northridge, California.

3.7 Approval of Proposed Revisions for 2015-2016 Santa Ana College Catalog

The board approved the proposed revisions for the 2015-2016 SAC catalog as presented.

3.8 Approval of Proposed Revisions for 2015-2016 Santiago Canyon College (SCC) Catalog

The board approved the proposed revisions for the 2015-2016 SCC catalog as presented.

3.10 Approval of Santiago Canyon College Community Services Program, Summer 2015

The board approved the proposed SCC Community Services program for Summer 2015.

4.1 Approval of Payment of Bills

The board approved payment of bills as submitted.

4.3 Approval of Agreement with McCarthy Building Companies, Inc. for Preconstruction Consulting Services for Science, Technology, Engineering, and Math (STEM) Building at Santa Ana College

The board approved the contract with McCarthy Building Companies, Inc. for preconstruction consulting services for the STEM building at SAC as presented.

4.4 Approval of Notice of Completion for Bid #1241 for Public Sidewalk Improvement at 17th Street at Santa Ana College

The board approved the Notice of Completion with El Camino Construction & Engineering for public sidewalk improvement at 17th Street at SAC as presented.

4.5 Approval of Notice of Completion for Bid #1249 for Parking Lots 1-5 Slurry and Striping at Santa Ana College

The board approved the Notice of Completion with JB Bostick Company, Inc. for parking lots 1-5 slurry and striping at SAC as presented.

4.6 Approval of Agreement with Margolis Healy & Associates, LLC - Emergency Phone Study

The board approved the agreement with Margolis Healy & Associates LLC to assess RSCCD's emergency phone infrastructure as presented.

1.6 Approval of Consent Calendar – (cont.)

5.1 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:

- Deputy Sector Navigator – Global Trade & Logistics (District) \$100,000
- Deputy Sector Navigator – Information & Communication Technologies (ICT)/Digital Media (District) \$100,000
- Deputy Sector Navigator – Retail Hospitality/Tourism/Learn and Earn (District) \$100,000
- Deputy Sector Navigator – Small Business (District) \$100,000

5.2 Approval of Sub-Agreement between RSCCD and Orange County Superintendent of Schools for AB 86 Adult Education Consortium Planning 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.

1.7 Presentation on Rancho Santiago Community College District (RSCCD) Sustainability Plan

Ms. Carri Matsumoto, Assistant Vice Chancellor, Facilities, RSCCD; and Ms. Danielle Moultaq, Project Manager, Newcomb Anderson McCormick; gave a presentation on the RSCCD Sustainability Plan. Board members received clarification on data related to the presentation from Ms. Matsumoto and Ms. Moultaq.

2.0 INFORMATIONAL ITEMS AND ORAL REPORTS

2.1 Report from the Chancellor

Dr. Rodríguez provided a report to the board which included reasons for moving forward with the agreement with two technical schools in Saudi Arabia and the RSCCD Foundation.

2.2 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

2.3 Report from Student Trustee

Ms. Alana Voechting, Student Trustee, was not in attendance due to illness.

2.4 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

2.5 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

3.0 INSTRUCTION

Items 3.1 through 3.8, and 3.10 were approved as part of Item 1.6 (Consent Calendar).

3.9 Approval of Santa Ana College Community Services Program, Summer 2015

It was moved by Mr. Yarbrough and seconded by Ms. Barrios to approve the proposed SAC Community Services program for Summer 2015. The motion carried with the following vote: Aye –Ms. Barrios, Mr. Hanna, Mr. Labrado, Ms. Nelida Mendoza Yanez, Mr. Solorio, and Mr. Yarbrough; and a vote of abstention from Ms. Alvarez due to a potential conflict of interest.

4.0 BUSINESS OPERATIONS/FISCAL SERVICES

Items 4.1 and 4.3 through 4.6 were approved as part of Item 1.6 (Consent Calendar).

4.2 Approval of 2015-2016 Tentative Budget Assumptions

It was moved by Mr. Yarbrough and seconded by Ms. Barrios to approve the Tentative Budget Assumptions for the 2015-2016 fiscal year as presented. Mr. Yarbrough asked that the answers to the questions he asked be attached to the minutes. Discussion ensued. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Labrado, Ms. Nelida Mendoza Yanez, Mr. Solorio, and Mr. Yarbrough.

Ms. Barrios left the meeting at this time.

5.0 GENERAL

Items 5.1 and 5.2 were approved as part of Item 1.6 (Consent Calendar).

5.3 Adoption of Resolution No. 15-05 Authorizing Payment to Trustee Absent from Board Meeting

It was moved by Mr. Yarbrough and seconded by Ms. Alvarez to adopt the resolution to authorize payment to Nelida Mendoza Yanez for her absence from the February 23, 2015, board meeting due to recovering from surgery. The motion carried with the following vote: Aye – Ms. Alvarez, Mr. Hanna, Mr. Labrado, Mr. Solorio, and Mr. Yarbrough; and a vote of abstention from Ms. Nelida Mendoza Yanez.

5.4 Approval of Rancho Santiago Community College District Sustainability Plan

It was moved by Mr. Yarbrough and seconded by Ms. Alvarez to approve the RSCCD Sustainability Plan. The motion carried with the following vote: Aye – Ms. Alvarez, Mr. Hanna, Mr. Labrado, Ms. Nelida Mendoza Yanez, Mr. Solorio, and Mr. Yarbrough.

Ms. Barrios returned to the meeting at this time.

5.5 Reports from Board Committees

Mr. Solorio provided a report on the March 5, 2015, Board Facilities Committee meeting.

Since Ms. Alvarez was unable to attend the March 5, 2015, Orange County Community Colleges Legislative Task Force meeting, there was no report provided.

5.6 Board Member Comments

Ms. Barrios asked that the board meeting be adjourned in memory of Ms. Evelyn Furtch Ojeda, who was passed away on March 5, 2015, at 100 years old, and was honored as a graduate of Santa Ana College at its Centennial Launch and Time Capsule Burial event on February 6, 2015.

Board members expressed appreciation for the public speakers' comments regarding the agreement with two Saudi Arabia technical colleges, explained reasons for moving forward with the agreement, and asked to keep communication lines open with those who voiced concerns.

Mr. Yarbrough thanked former Senator Lou Correa for supporting the district by donating to the scholarship fund for students and asked that a letter of appreciation be sent to Mr. Correa on behalf of the board.

Board members welcomed back Ms. Mendoza Yanez after her recent surgery.

Mr. Yarbrough indicated he is looking forward to speaking at the California School Employees Association, Chapter 579, meeting on March 17, at SCC.

5.6 Board Member Comments – (cont.)

Ms. Alvarez indicated that March 8th was International Women's Day and the 50th anniversary of Bloody Sunday in Selma, Alabama.

Mr. Solorio asked for a presentation on the Adult Education Consortium referenced in Item 5.2 (Sub-Agreement between RSCCD and Orange County Superintendent of Schools for AB 86 Adult Education Consortium Planning Grant).

Ms. Mendoza Yanez thanked fellow board members for their messages, visits, and phone calls as she continues to recover from her recent surgery.

Mr. Hanna thanked staff for their work on the RSCCD Sustainability Plan.

Ms. Alvarez asked that the Board Policy Committee consider including updates on classified staff from CSEA, Chapter 579, at board meetings.

Mr. Labrado asked that RSCCD employees receive meeting notices of RSCCD Foundation meetings.

Mr. Labrado expressed concern regarding staff not reflecting the student population of the district it serves.

RECESS TO CLOSED SESSION

Since board members did not have questions regarding closed session items (public employment), the board did not recess to closed session.

6.0 HUMAN RESOURCES

6.1 Management/Academic Personnel

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

- Approve Employment Agreements
- Approve Revised Job Descriptions
- Approve Changes of Title
- Approve Interim Assignments
- Approve Leaves of Absence
- Approve Reductions in Force
- Approve 2014-2015 CEFA Permanent Salary Schedule
- Approve 2015-2016 Institutional Tenure Review Recommendations
- Approve Stipends

6.1 Management/Academic Personnel – (cont.)

- Approve FARSCCD Part-time/Hourly Column Changes
- Approve Part-time Hourly New Hires/Rehires
- Approve Non-paid Instructors of Record
- Approve Non-paid Intern Services

6.2 Classified Personnel

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

- Approve Hourly On Going to Contract Assignments
- Approve Out of Class Assignments
- Approve Changes in Position
- Approve Changes in Salary Placements
- Ratify Resignations/Retirements
- Approve Professional Growth Increments
- Approve Leaves of Absence
- Approve Temporary Assignments
- Approve Changes in Temporary Assignments
- Approve Additional Hours for On Going Assignments
- Approve Changes of Assignment
- Approve Substitute Assignments
- Approve Miscellaneous Positions
- Approve Instructional Associates/Associate Assistants
- Approve Volunteers
- Approve Student Assistant Lists

6.3 Approval of Credit Instructional Calendar for 2015-2016

It was moved Ms. Alvarez and seconded by Ms. Barrios to approve the 2015-2016 Credit Instructional Calendar. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Labrado, Ms. Mendoza Yanez, Mr. Solorio, and Mr. Yarbrough.

6.4 Approval of Non-Credit Instructional Calendar for 2015-2016

It was moved by Mr. Yarbrough and seconded by Ms. Barrios to approve the 2015-2016 Non-Credit Instructional Calendar. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Labrado, Ms. Mendoza Yanez, Mr. Solorio, and Mr. Yarbrough.

6.5 Endorsement of Nomination as California Community Colleges Classified Employee of the Year

It was moved by Mr. Yarbrough and seconded by Ms. Barrios to endorse the nomination of Ms. Veronica Duenas as the RSCCD nominee to the statewide Classified Employee of the Year competition. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Labrado, Ms. Mendoza Yanez, Mr. Solorio, and Mr. Yarbrough.

7.0 ADJOURNMENT

The next regular meeting of the Board of Trustees will be held on March 23, 2015.

There being no further business, Mr. Labrado declared this meeting adjourned at 6:44 p.m., in memory of Ms. Evelyn Furtsch Ojeda, who was passed away on March 5, 2015.

Respectfully submitted,

Raúl Rodríguez, Ph.D.
Chancellor

Approved: _____
Clerk of the Board

Minutes approved: March 23, 2015

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
Office of the Vice Chancellor - Business Operations/Fiscal Services

2323 N. Broadway
Santa Ana, CA 92706
(714) 480-7340 – Office
(714) 796-3935 – Fax

Date: March 9, 2015
To: Dr. Raúl Rodríguez
From: Peter J. Hardash
Subject: Responses to Board of Trustees Requests/Questions

From Trustee Phil Yarbrough

4.2 Approval of 2015-2016 Tentative Budget Assumptions - The administration recommends approval of the Tentative Budget Assumptions for the 2015-2016 fiscal year as presented.

1. What has the SSSP match been historically? How likely is it that this expense will be zero?

- Historically the program required district match for credit SSSP (Matriculation) funds at 3:1 (\$3 dollars match from district funds to earn \$1 dollar of state funds). With the additional increased allocation in 2014/15, the current 3:1 match ratio for all SSSP state funds was reduced to 2:1. Our current year 2014/15 district SSSP allocation is \$4.9 million with the unrestricted general fund match requirement of \$9.7 million (2:1). The State Chancellor's office has indicated that with additional increases in state funding for SSSP, the match requirement for 2015/16 may not be raised from the current requirement of \$9.7 million (2:1), therefore the district's Tentative Budget Assumption is that there are no additional district match for this grant should the state increase their share of SSSP funding, thereby making the effective match an approximately 1.33:1 match for the SSSP program in the 2015-2016 fiscal year. This proposal would mean the district would not have any additional new general fund unrestricted matching fund requirements to include in the Tentative Budget.

2. What plan is there to eliminate the deficit - structural or otherwise?

- The district initiated a hiring freeze several months ago. All positions that become vacant are automatically on hold subject to Chancellor's Cabinet review. The Chancellor requested the campuses properly budget for all full time faculty hires and properly budget the adjunct faculty accounts for the upcoming Tentative Budget. The campuses indicated that they will do so with existing resources or develop a plan should any personnel reductions be necessary. The district is also hopeful that a huge influx of one time funds, as proposed by the Governor, will materialize as unrestricted funds that could assist the district's budget temporarily. The district is continuously monitoring the budget situation and the focus is to minimize the impact to students so that services are not compromised or disrupted.

3. This income estimation is based upon Governor Brown's January Budget Proposal. What changes to these estimations are being seriously discussed in the Legislature (namely changes to Growth, COLA, Base Allocation, FTES rates)?

- At this time, it appears that there will be a sizable increase in Proposition 98 funding for K-12 and community colleges in the current 2014-2015 fiscal year and also in the proposed 2015-2016 fiscal year. The LAO and the Governor appear to be proposing a large portion of these increased funds as one-time funding, although some portion of this increase should become increased based funding going forward. The Proposed Budget indicates Growth funding at 2.0%, COLA at 1.57% and a yet to be determined Base allocation/FTES unit rate adjustments. More detail on the 2014-2015 current year funding and proposed 2015-2016 budget year funding will be provided by the Governor at the May Revision.

4. **Is a 10% increase in Health and Welfare likely or is it more likely to be under-estimate based upon what we are now expecting in changes to health care?**
- We have based the tentative budget assumption at a 10% increase. It is possible that this cost could go up once we have our final premium quote for 2015/16. If the cost is greater than 10%, the district will need to negotiate the effects of such a cost increase with the bargaining groups.