

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
Santa Ana College
1530 W. 17th Street, Room U-102
Santa Ana, California

Board of Trustees
(Regular meeting)

Monday, October 26, 2015

MINUTES

1.0 PROCEDURAL MATTERS

1.1 Call to Order

The meeting was called to order at 4:40 p.m. by Mr. Larry Labrado. Other members present were Ms. Arianna Barrios, Mr. John Hanna, Ms. Nelida Mendoza Yanez, Mr. Jose Solorio, Mr. Phillip Yarbrough, and Ms. Raquel Manriquez. Ms. Claudia Alvarez arrived at the time noted.

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 Mr. Tom Andrews, President, California School Employees Association (CSEA), Chapter 579.

1.3 Approval of Additions or Corrections to Agenda

It was moved by Mr. Hanna and seconded by Ms. Mendoza Yanez to approve an addendum for Item 6.2 (Classified Personnel). The motion carried with the following vote: Aye – Ms. Barrios, Mr. Hanna, Mr. Labrado, Ms. Mendoza Yanez, Mr. Solorio, and Mr. Yarbrough. Student Trustee Manriquez’s advisory vote was aye.

1.4 Public Comment

Mr. Timothy Sudbrink spoke regarding business at Santiago Canyon College (SCC).

1.5 Approval of Minutes

It was moved by Mr. Yarbrough and seconded by Mr. Labrado to approve the minutes of the meeting held October 12, 2015. The motion carried with the following vote: Aye – Ms. Barrios, Mr. Hanna, Mr. Labrado, Ms. Mendoza Yanez, Mr. Solorio, and Mr. Yarbrough. Student Trustee Manriquez’s advisory vote was aye.

1.6 Approval of Consent Calendar

It was moved by Mr. Yarbrough and seconded by Ms. Mendoza Yanez 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 4.11 (Purchase Orders), removed from the Consent Calendar by Mr. Hanna. The motion carried with the following vote: Aye – Ms. Barrios, Mr. Hanna, Mr. Labrado, Ms. Mendoza Yanez, Mr. Solorio, and Mr. Yarbrough. Student Trustee Manriquez’s advisory vote was aye.

3.1 Approval of Pharmacy Technology Agreement Renewal – Newport Bay Hospital

The board approved the pharmacy technology agreement renewal with Newport Bay Hospital in Newport Beach, California.

3.2 Approval of Corrected Affiliation Agreement with Western Interpreting Network (WIN)

The board approved the corrected affiliation agreement with WIN for sign language interpreter services from September 14, 2015, through June 30, 2018.

3.3 Approval of Career Technical Education (CTE) Employment Outcomes Survey Agreement with Sonoma County Junior College District

The board approved the agreement with Sonoma County Junior College District in Petaluma, California.

4.1 Approval of Payment of Bills

The board approved payment of bills as submitted.

4.2 Approval of Budget Increases/Decreases and Budget Transfers

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

4.3 Approval of Quarterly Financial Status Report (CCFS-311Q) for Period ended September 30, 2015

The board approved the CCFS-311Q for the period ending September 30, 2015, as presented.

4.5 Approval of Agreement with Jacobus & Yuang for Cost Estimating Consulting Services for Science Center at Santa Ana College (SAC)

The board approved the agreement with Jacobus & Yuang for cost estimating consulting services for the Science Center at SAC as presented.

4.6 Approval of Amendment to Agreement with Facilities Planning & Program Services (FPPS) for Program Planning and Management Consulting Services

The board approved the amendment with FPPS for program planning and management consulting services as presented.

1.6 Approval of Consent Calendar (contd.)

4.7 Approval of Agreement with Credentials Order Processing Services Inc. ParkingPlus® Permit Order Management Service

The board approved the agreement with Credentials Order Processing Services Inc. ParkingPlus® Permit Order Management Service as presented.

4.8 Approval of Agreement with Margolis Healy & Associates LLC - Clery Act and Title IX Compliance Training

The board approved the agreement with Margolis Healy & Associates LLC to provide training on Clery Act compliance as presented.

4.9 Approval of Foundation for California Community Colleges Office Products Contract #15-003

The board approved the district's use of the Foundation for California Community Colleges Contract #15-003 including future renewals and extensions for office products to Office Depot, Inc. as presented.

4.10 Approval of Independent Contractors

The board approved the following independent contractor: Paul De La Cerda – Clover Agency Inc. for consulting services to develop and implement regional alignment activities regarding the Career Technical Education Enhanced Fund project including gap analysis, program inventory, strategic plan and communication strategy at the rate of \$68 per hour. Dates of service are November 1, 2015, through June 30, 2016. The fee is estimated at \$20,000.

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:

- Basic Skills Initiative (SAC & SCC)	\$728,221
- Board Financial Assistance Program (BFAP) (SAC)	\$694,628
- Pharmacy Technology Program Mini-Grant (SAC)	\$ 3,000

5.2 Approval of Capacity Building Grant – Project Implementation Plan

The board approved the Final Report for Rancho Santiago Community College District's (RSCCD) Child Development Services' Capacity Building Grant.

1.7 Recognition of Faculty Members by Board of Trustees

The board recognized Mr. Charles "Bud" Little, Professor, Journalism; Communications and Media Department Chair, Santa Ana College, for his dedication to students and accomplishments in his field.

Ms. Alvarez arrived at this time.

1.7 Recognition of Faculty Members by Board of Trustees (contd.)

The board recognized Mr. Steve Bautista, Counselor/Professor/Coordinator, Center for Teacher Education; Coach Don Sneddon, Professor, Fire Technology (Wellness) and former Head Coach/Baseball; and Ms. Marta Sneddon, Professor, Fire Technology (Kinesiology), for their dedication to students and accomplishments in their fields at Santa Ana College.

1.8 Presentation on Community and Student Workforce Project Agreement (CSWPA)

Mr. Joseph Carroll, Senior Project Manager, The Solis Group, gave a presentation on the CSWPA. Board members received clarification on data related to the CSWPA from Mr. Carroll.

2.0 INFORMATIONAL ITEMS AND ORAL REPORTS

2.1 Report from the Chancellor

Dr. Raúl Rodríguez, Chancellor, provided a report to the board, which included Ms. Barrios presenting a donation from Rancho Santiago Community College District (RSCCD) Foundation to the Santa Ana College (SAC) and SCC Associated Student Governments.

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

Dr. Martinez's report included a 2015 Appreciation Recognition presentation from Mr. Bobby McDonald, President and Executive Director of the Black Chamber of Commerce of Orange County, to Dr. Martinez in honor of the SAC Centennial Celebration.

Dr. Martinez reported that the accrediting commission has acknowledged receipt of SAC's Follow-Up Report on Accreditation.

In addition, Dr. Martinez' report included a presentation on "Snapshots of Student Success: Dynamic Data, Innovation, and Teamwork" by Dr. Sara Lundquist, Vice President of Student Services, Santa Ana College. Board members received clarification on data related to the presentation from Dr. Lundquist.

2.3 Report from Student Trustee

Ms. Raquel Manriquez, Student Trustee, provided a report to the board.

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. Oscar Cortés, Student President, Santa Ana College
Ms. Sophia Cho, Student Director of Health and Wellness, Santiago Canyon College

2.5 Report from Classified Representative

Mr. Tom Andrews, President, CSEA, Chapter 579, provided a report to the board on behalf of the classified staff.

2.6 Reports from Academic Senate Presidents

The following academic senate representatives provided reports to the board:

Ms. Corinna Evett, Academic Senate President, Santiago Canyon College
Dr. Elliott Jones, Academic Senate President, Santa Ana College

2.7 Reports from Board Committee Chairpersons

Mr. Solorio provided a report on the October 22, 2015, Board Facilities Committee meeting.

3.0 **INSTRUCTION**

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

4.0 **BUSINESS OPERATIONS/FISCAL SERVICES**

Items 4.1, 4.2, 4.3, and 4.5 through 4.10 were approved as part of Item 1.6 (Consent Calendar).

4.4 Quarterly Investment Report as of September 30, 2015

The quarterly investment report as of September 30, 2015, was presented as information.

4.11 Approval of Purchase Orders

It was moved by Mr. Yarbrough and seconded by Ms. Alvarez to approve the purchase order listing for the period September 13, 2015, through October 10, 2015. Mr. Hanna asked if there were expenditures to the RSCCD Foundation from district funds; Mr. Hardash responded negatively.

5.0 GENERAL

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

5.3 Board Member Comments

Board members thanked SAC ASG members for hosting a reception prior to the board meeting and thanked SAC staff for hosting the board meeting. Mr. Hanna expressed appreciation for having the board meeting on campus.

Mr. Yarbrough gave a report on the Association of Community College Trustees (ACCT) Annual Leadership Congress that he attended on October 14–17, 2015, in San Diego. He asked staff to provide the board with the figures for the student loan default rate at both colleges for the last three years, and the excel spreadsheets the district uses for multi-year projects.

Mr. Yarbrough and Ms. Alvarez indicated they are looking forward to attending the Central Plant Groundbreaking ceremony at Santa Ana College on November 3, 2015.

Mr. Yarbrough asked that the answers to Ms. Alvarez' question on Item 3.2 (WIN) and Item 4.7 (Credentials Order Processing Services Inc.) be attached to the minutes.

Mr. Yarbrough thanked Ms. Alvarez for co-writing an editorial with him regarding "Arming Campus Security in Everyone's Best Interest" which appeared in *The Orange County Register* newspaper on October 14, 2015. Ms. Alvarez thanked the community and the student government representatives for their involvement in keeping the campuses safe.

Mr. Hanna thanked fellow trustees and students for their participation with the Board Safety & Security Committee. He indicated that board members count on staff/student representatives that attend board and committee meetings to share what the board is doing with the people they represent. Mr. Hanna suggested the possibility of holding a Board Safety & Security Committee on campus to obtain more involvement from staff/students. Referring to a staff editorial entitled "Improving Safety on Campuses" in the *el Don* student newspaper on October 26, 2015, Mr. Hanna expressed appreciation for the staff's opinion that "it was the right thing to do" to arm campus safety officers.

Ms. Alvarez gave a report on the New American Leaders Project Power and Policy: New Americans in Elected Office conference that she attended on October 16, 2015, in Washington, D.C.

Mr. Hanna thanked the RSCCD Foundation for the \$5,000 donation to SAC & SCC Associated Student Governments. He indicated that the board looks forward to reports on how the donated monies have been utilized. Ms. Mendoza Yanez congratulated the students on receiving the donation. Mr. Solorio thanked Ms.

5.3 Board Member Comments (contd.)

Barrios for her leadership in assisting the RSCCD Foundation in its donation to the ASGs.

Mr. Hanna welcomed Mr. Andrews and asked that board members receive the California School Employees Association newsletter.

Ms. Mendoza Yanez congratulated Dr. Martinez on receiving the Visionary Leadership Award at the Hispanic Education Endowment Fund (HEEF) celebration on October 22, 2015.

Ms. Mendoza Yanez invited everyone to the “Soldiers to Scholars” event hosted by SAC on November 5, 2015.

Ms. Mendoza Yanez thanked Dr. Weispenning for his support of the Communications Club at the SCC Orange Education Center.

Mr. Solorio thanked Dr. Lundquist for her student success presentation and commitment to the Santa Ana Partnership program. He indicated his son received a letter explaining the partnership program offered by SAC; California State University, Fullerton; and University of California, Irvine.

RECESS TO CLOSED SESSION

The board convened into closed session at 7:22 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
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: Faculty Association of Rancho Santiago Community College District
California School Employees Association, Chapter 579
California School Employees Association, Chapter 888
Continuing Education Faculty Association
4. Public Employee Discipline/Dismissal/Release (pursuant to Government Code Section 54957[b][1])

RECONVENE

The board reconvened at 7:38 p.m.

Closed Session Report

Mr. Hanna reported the board discussed public employment, labor negotiations, and public employee discipline/dismissal/release, and the board took action at a previous meeting during closed session to suspend a test proctor for five (5) days with the following vote: Aye - Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Labrado, Ms. Mendoza Yanez, Mr. Solorio, and Mr. Yarbrough.

Public Comment

There were no public comments.

6.0 HUMAN RESOURCES

6.1 Management/Academic Personnel

It was moved by Mr. Yarbrough 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. Student Trustee Manriquez’s advisory vote was aye.

- Approve Adjustments to Placements
- Ratify Resignations/Retirements
- Approve Leaves of Absence
- Approve Stipends
- Approve Part-time Hourly New Hires/Rehires
- Approve Non-paid Instructors of Record

6.2 Classified Personnel

It was moved by Mr. Yarbrough 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. Student Trustee Manriquez’s advisory vote was aye.

- Approve New Appointments
- Approve On Going to Contract Assignments
- Approve Longevity Increments
- Approve Out of Class Assignments
- Approve Changes in Position

6.2 Classified Personnel (contd.)

- Ratify Resignations/Retirements
- Approve Temporary to Hourly On Going Assignments
- Approve Out of Class Assignments
- Approve Changes in Temporary Assignment
- Approve Additional Hours for On Going Assignments
- Approve Substitute Assignments
- Approve Miscellaneous Positions
- Approve Instructional Associates/Associate Assistants
- Approve Community Service Presenters and Stipends
- Approve Volunteers
- Approve Student Assistant Lists

7.0 ADJOURNMENT

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

There being no further business, Mr. Labrado declared the meeting adjourned at 8:31 p.m.

Respectfully submitted,

Raúl Rodríguez, Ph.D.
Chancellor

Approved: _____
Clerk of the Board

Minutes approved: November 9, 2015



MEMORANDUM

Board of Trustees Office

TO: Board of Trustees
FROM: Anita Lucarelli
SUBJECT: Docket Question – Item 3.2
DATE: October 26, 2015

Claudia Alvarez asks the following question relating to Item 3.2 on the agenda:

3.2 - interpretation services. The item is requesting a correction in the hourly pay noting an increase but failing to state the original amount. What was the original amount agreed upon in September and why the correction now?

*3.2 Approval of Corrected Affiliation Agreement with Western Interpreting Network (WIN) Action

The administration recommends approval of the corrected affiliation agreement with WIN for sign language interpreter services from September 14, 2015, through June 30, 2018.

Dr. Martinez' answer:

The original agreement was submitted with last year's hourly rate. It was a clerical oversight and should have been revised.

Last year's rate was \$65/hour. The corrected amount is \$70/hour.

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

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Date: October 26, 2015
To: Dr. Raúl Rodríguez
From: Peter J. Hardash
Subject: Responses to Board of Trustees Requests/Questions

From Trustee Claudia Alvarez

4.7- parking permit item. It looks as if parking permits for students are increasing by at least 10% when you calculate in the processing fee.

Is that the case and if so, was this discussed with Student presidents and our student trustee?

- The processing fee is not paid by students and staff. District Safety is absorbing the processing cost.

Is there an option left for students to just buy the parking permit directly from their respective campuses without being charged an additional fee?

- There will be no additional fees when purchased online. Students will still have the option to purchase the permit directly from the Student Business Office as they have done in the past.

The item on the agenda explains that there will be a cost savings due to not having to make the actual permit and staff time? Was this cost savings calculated in the price mentioned? Shouldn't such savings go to the cost of the permit or use it to balance out processing fees?

- The approximate cost savings is \$20,000 - \$23,000 is from the District not having to purchase and hangtag. As part of the processing fee, the vendor will supply the static window sticker permit.

Regarding the kiosk on campus, will there be someone assigned to manning it for at least the first round? Otherwise, if for whatever reason the buyer is not able to complete the transaction, they'll have to call and pay \$10!! On a \$30 permit? (Note that if they are buying it from the kiosk on campus, it defeats the argument of them not wanting to come to campus to purchase it themselves as a reason to enter into this agreement).

- Students will be encouraged to purchase their parking permit online when the student enrolls for classes or at the Student Business Office. If students encounter difficulty in purchasing their online permit, existing district staff will be available to assist them. Kiosks on campus are computer terminals available to students in the Admissions/ Records and Student Business Offices.