

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

**Board of Trustees
(Regular meeting)**

Monday, March 14, 2016

MINUTES

1.0 PROCEDURAL MATTERS

1.1 Call to Order

The meeting was called to order at 4:31 p.m. by Ms. Claudia Alvarez. Other members present were Ms. Arianna Barrios, Mr. John Hanna, Mr. Larry Labrado, Ms. Nelida Mendoza Yanez, and Mr. Phillip Yarbrough. Mr. Jose Solorio was not in attendance due to being out of town on professional business; Ms. Raquel Manriquez was not in attendance due to a death in the family.

Administrators present during the regular meeting were Mr. John Didion 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 Ms. Zina Edwards, Counseling Assistant, Santiago Canyon College (SCC).

Mr. Yarbrough left the meeting at this time.

1.3 Approval of Additions or Corrections to Agenda

It was moved by Mr. Labrado and seconded by Ms. Mendoza Yanez to approve addendums for Item 6.1 (Management/Academic Personnel) and Item 6.2 (Classified Personnel). The motion carried with the following vote: Aye –Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Labrado, and Ms. Mendoza Yanez.

1.4 Public Comment

There were no public comments.

1.5 Approval of Minutes

It was moved by Ms. Barrios and seconded by Mr. Hanna to approve the minutes of the meeting held February 22, 2016. The motion carried with the following vote: Aye –Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Labrado, and Ms. Mendoza Yanez.

Mr. Yarbrough returned to the meeting at this time.

1.6 Approval of Consent Calendar

It was moved by Mr. Labrado 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 3.8 (Amendment #9 to CJA Agreement [Z1000000068] – County of Orange) removed from the Consent Calendar by Ms. Barrios. The motion carried with the following vote: Aye –Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Labrado, Ms. Mendoza Yanez, and Mr. Yarbrough.

3.1 Approval of New Pharmacy Technology Agreement – Blue Coast Pharmacy and Compounding Center

The board approved the new agreement with Blue Coast Pharmacy and Compounding Center in Huntington Beach, California.

3.2 Approval of New Pharmacy Technology Agreement – Chapman Medical Outpatient Pharmacy

The board approved the new agreement with Chapman Medical Outpatient Pharmacy in Orange, California.

3.3 Approval of Pharmacy Technology Agreement Renewal – Grove Harbor Pharmacy

The board approved the agreement renewal with Grove Harbor Pharmacy in Garden Grove, California.

3.4 Approval of Occupational Therapy Assistant (OTA) Agreement Renewal - Aviara Healthcare Center

The board approved the agreement renewal with Aviara Healthcare Center in Encinitas, California.

3.5 Approval of OTA Agreement Renewal - MaXum

The board approved the agreement renewal with MaXum in Placentia, California.

3.6 Approval of Amendments to Agreements with Associates Adults and Adolescents Alternative Program for Name Change to Diversified Education Services

The board approved the amendments to agreements with Associates Adults and Adolescents Alternative Program for a name change to Diversified Education Services.

- 1.6 Approval of Consent Calendar (contd.)
- 3.7 Approval of Amendment #4 to Criminal Justice Academies (CJA) Agreement (MA-060-11010909) – County of Orange
The board approved amendment #4 of the CJA agreement MA-060-11010909 with the County of Orange in Santa Ana, California.
- 3.9 Approval of Proposed Revisions for 2016-2017 Santa Ana College (SAC) Catalog
The board approved the proposed revisions for the 2016-2017 SAC catalog.
- 3.10 Approval of Proposed Revisions for 2016-2017 Santiago Canyon College Catalog
The board approved the proposed revisions for the 2016-2017 SCC catalog as presented.
- 3.11 Approval of Santa Ana College Community Services Program – Summer 2016
The board approved the proposed SAC Community Services program for Summer 2016.
- 3.12 Approval of Santiago Canyon College Community Services Program – Summer 2016
The board approved the proposed SCC Community Services program for Summer 2016.
- 3.13 Approval of Upward Bound Math and Science Summer Residential Program Contract with California State University, Fullerton (CSUF)
The board approved the Upward Bound Math and Science summer residential program contract with CSUF.
- 4.1 Approval of Payment of Bills
The board approved payment of bills as submitted.
- 4.2 Approval of Budget Increases/Decreases, Transfers, and Intrafund and Interfund Transfers
The board approved budget increases/decreases, transfers, and intrafund and interfund transfers from February 1, 2016, to February 26, 2016.
- 4.3 Approval of Lease Agreement Renewal with Replay Collective
The board approved the renewal of the lease agreement with Replay Collective and authorized the Vice Chancellor of Business Operations and Fiscal Services to execute the agreement on behalf of the district as presented.
- 4.4 Approval of Lease Agreement with Xentaurus
The board approved the lease agreement with Xentaurus and authorized the Vice Chancellor of Business Operations and Fiscal Services to execute the agreement on behalf of the district as presented.

1.6 Approval of Consent Calendar (contd.)

4.6 Approval of Change Order #1 for C.I. Services, Inc. for Roof Repairs (U Portables) Project Bid #1273 at Santiago Canyon College
The board approved change order #1 for C.I. Services, Inc. for the roof repairs (U portables) project Bid #1273 at SCC as presented.

4.7 Acceptance of Completion of Roof Repairs (U Portables) Project Bid #1273 at Santiago Canyon College and Approval of Recording of Notice of Completion
The board accepted the project as complete and approved the filing of a Notice of Completion with the County as presented.

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:

- Board Financial Assistance Program (BFAP) (SAC) - \$ 19,873
Augmentation
- Board Financial Assistance Program (BFAP) (SCC) - \$ 5,000
Augmentation
- California Early Childhood Mentor Program (SAC/SCC) \$ 1,150
- Center for International Trade Development (CITD) State \$ 15,000
Trade Export Program (STEP) (District)
- Disabled Students Programs & Services (DSPS) (SAC) \$1,265,742
- Equality Employment Opportunity (EEO) – Diversity \$ 1,111
Allocation Funds (District) – *Augmentation*

5.2 Approval of First Amendment to Sub-Agreement between RSCCD and The Regents of University of California (UCI) for Gaining Early Awareness & Readiness for Undergraduate Programs (GEAR UP) 2009 – Year 6 (DO-14-1517-02.01)

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

5.3 Approval of Sub-Agreement between RSCCD and THINK Together for Assembly Bill 104 Adult Education Block Grant

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

1.7 Presentation on Statement of Economic Interests - Form 700 Rules and Regulations Conducted by a Fair Political Practices Commission (FPPC) Representative

Ms. Alexandra Castillo, Fair Political Practices Commission representative, gave a presentation on the Statement of Economic Interests – Form 700 rules and regulations. Board members received clarification on data presented from Ms. Castillo.

1.8 Public Hearing – Adoption of Resolution No. 16-06 Dedication of Easement to Southern California Edison (SCE) at Santa Ana College (SAC)

There were no public comments.

1.9 Recognition in Honor of Women’s History Month

In honor of Women’s History Month, the board recognized Dr. Bonita Jaros, Coordinator, Institutional Effectiveness and Assessment, SAC; and Ms. Aracely Mora, Vice President, Academic Affairs, SCC; for helping shape America’s future through their public service, leadership, and professional achievements at Rancho Santiago Community College District.

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 an item from Santa Ana College and Santiago Canyon College since both college presidents were in attendance at the 2016 Community College League of California (CCLC) Chief Executive Officers Symposium in Yosemite Valley.

2.2 Report from Student Trustee

Ms. Raquel Manriquez, Student Trustee, was not in attendance due to a death in the family.

2.3 Reports from Student Presidents

There was no representation from Santa Ana College or Santiago Canyon College.

2.4 Report from Classified Representative

Ms. Zina Edwards, Counseling Assistant, Santiago Canyon College, provided a report on behalf of classified staff.

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
Dr. Elliott Jones, Academic Senate President, Santa Ana College

2.6 Reports from Board Committee Chairpersons

Mr. Yarbrough provided a report on the March 10, 2016, Board Facilities Committee meeting.

2.6 Reports from Board Committee Chairpersons (contd.)

On behalf of Ms. Mendoza Yanez; Ms. Chelsea Vongehr, Townsend Public Affairs, provided a report on the February 16, 2016, Board Legislative Committee meeting.

On behalf of Ms. Mendoza Yanez, Dr. Rodríguez provided a report on the March 3, 2016, Orange County Community Colleges Legislative Task Force meeting.

3.0 INSTRUCTION

Items 3.1, 3.2, 3.3, 3.4, 3.5, 3.6, 3.7, and 3.9 through 3.13 were approved as part of Item 1.6 (Consent Calendar).

3.8 Approval of Amendment #9 to CJA Agreement (Z1000000068) – County of Orange

It was moved by Mr. Yarbrough and seconded by Mr. Labrado to approve amendment #9 of the CJA agreement Z1000000068 with the County of Orange in Santa Ana, California. The motion carried with the following vote: Aye –Ms. Alvarez, Mr. Hanna, Mr. Labrado, Ms. Mendoza Yanez, Mr. Yarbrough, and a vote of abstention from Ms. Barrios.

4.0 BUSINESS OPERATIONS/FISCAL SERVICES

Items 4.1, 4.2, 4.3, 4.4, 4.6 and 4.7 were approved as part of Item 1.6 (Consent Calendar).

4.5 Adoption of Resolution No. 16-06 – Dedication of Easement to Southern California Edison at Santa Ana College

It was moved by Mr. Yarbrough and seconded by Mr. Labrado to adopt Resolution No. 16-06 to dedicate the easement to SCE at SAC. The motion carried with the following vote: Aye –Ms. Alvarez, Mr. Hanna, Mr. Labrado, Ms. Mendoza Yanez, Mr. Yarbrough, and a vote of abstention from Ms. Barrios.

5.0 GENERAL

Items 5.1, 5.2, and 5.3 were approved as part of Item 1.6 (Consent Calendar).

5.4 Approval of Reimbursement for Litigation Expenses – RSCCD Foundation

It was moved by Mr. Labrado and seconded by Ms. Mendoza Yanez to authorize the Vice Chancellor of Business Operations and Fiscal Services to provide reimbursement to the RSCCD Foundation for litigation expenses in the amount of \$85,185.55. The motion carried with the following vote: Aye –Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Labrado, Ms. Mendoza Yanez, and Mr. Yarbrough.

5.5 Adoption of Board Policies (BP)

It was moved by Mr. Hanna and seconded by Mr. Yarbrough to adopt the following revised board policies with the following revisions:

- 1) The docket coversheet be revised (under Analysis) to read (*revisions in bold italics*):

The Board Policy Committee is recommending that the attached policies be updated and revised to conform to the CCLC recommendations ***and the RSCCD Board of Trustees recommendations to revise the policies to ensure the annual Brown Act and ethics presentations occur and to ensure best practices on the district's financial audits.***

- 2) BP 2715 Code of Ethics/Standards of Practice and BP 7001 Code of Ethics be removed from the list of board policies for approval since the only changes to both policies refer to BP 3821 Gifts to Employees and Officials (a new policy not yet adopted by the board); therefore, action on BP 2715 and BP 7001 will be postponed until after BP 3821 is approved.

- BP 2305 Annual Organization Meeting
- BP 3510 Workplace Violence
- BP 5030 Fees
- BP 6400 Financial Audits
- BP 7330 Communicable Disease

Discussion ensued. The motion with revisions carried with the following vote: Aye –Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Labrado, Ms. Mendoza Yanez, and Mr. Yarbrough.

5.6 Review of Proposed Board Policy

The draft policy of BP 3821 Gifts to Employees and Officials was presented to the board as an information item for review and comment.

5.7 Approval of Board Legislative Committee Recommendation

It was moved by Mr. Labrado and seconded by Ms. Barrios to approve the Board Legislative Committee's recommendation on Senate Bill 1406 (Mendoza) and authorize the chancellor to send a letter of support on behalf of the district. The motion carried with the following vote: Aye –Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Labrado, Ms. Mendoza Yanez, and Mr. Yarbrough.

5.8 Board Member Comments

Mr. Hanna thanked Dr. Jones for including Dr. Sara Lundquist's recent presentation on the rule changes in the Board of Governor's fee waivers and the faculty's concerns regarding the gift policy during his report. Mr. Hanna indicated he would like to see counselors on the same side of the 50% law as faculty since they also serve students.

Ms. Mendoza Yanez congratulated Santa Ana College staff on its successful Open House on March 12.

Ms. Mendoza Yanez thanked Mr. Townsend and Ms. Vongehr, Townsend Public Affairs, for providing a report on the Board Legislative Committee meeting during Item 2.6.

Ms. Mendoza Yanez reported that she attended Dr. Juan Francisco Lara's memorial on March 13, 2016, and shared the program, prayer card, and a little bow tie pin (since Dr. Lara always wore bow ties) with board members and staff. She understands that the February 22, 2016, board meeting was adjourned in Dr. Lara's memory and asked that this board meeting also be adjourned in his memory.

Mr. Yarbrough provided a report on the Community College League of California Legislative Conference held in Sacramento on January 31 and February 1. He provided a brief summary on workshops he attended including *Community College Budget and Fiscal Update*, *Colleges' Role in Moving Individuals from Courts to College*, and *The California Promise: Working together to Reduce Financial Barriers to College.*"

Ms. Alvarez appointed Mr. Labrado to serve on the Board Facilities Committee to replace Mr. Hanna who has stepped down from the committee.

Ms. Alvarez invited everyone to attend the Board Safety & Security Committee meeting to be held on March 21 at 4:45 p.m. in the Executive Conference Room at the district office.

Ms. Alvarez asked that an ad hoc committee on communications be added to the March 28, 2016, board agenda for the board's consideration.

Ms. Alvarez reported that she plans to attend a meeting at The White House regarding America's College Promise on March 16, 2016.

RECESS TO CLOSED SESSION

The board convened into closed session at 6:28 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) Director
2. Conference with Legal Counsel: Existing Litigation (pursuant to Government Code Section 54956.9[a])

Faculty Association of the Rancho Santiago Community College District, et al. v. RSCCD Foundation, et al. Case No. 30-2015-00790167-CU-MM-CJC (Superior Court-County of Orange)

John P. Johns v. Raúl Rodríguez Case No. 30-2016-00839159-CL-DF-CJC (Superior Court- County of Orange)

3. Conference with Legal Counsel: Anticipated/Potential Litigation (pursuant to Government Code Section 54956.9[b]-[c]) (1 case)
4. 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
5. Public Employee Performance Evaluation (pursuant to Government Code Section 54957)
 - a. Chancellor
6. Public Employee Discipline/Dismissal/Release (pursuant to Government Code Section 54957[b][1])
7. Liability Claim (pursuant to Government Code Section 54956.95)
 - a. 20160203

Ms. Alvarez and Ms. Mendoza Yanez left the meeting at 7:45 p.m.

RECONVENE

The board reconvened at 7:53 p.m.

Closed Session Report

Mr. Hanna reported the board discussed public employment, existing litigation, anticipated/potential litigation, labor negotiations, public employee discipline/dismissal/release, the chancellor's evaluation, and liability claims; and took no reportable action during closed session.

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 Mr. Labrado to approve the following action on the management/academic personnel docket. The motion carried with the following vote: Aye – Ms. Barrios, Mr. Hanna, Mr. Labrado, and Mr. Yarbrough.

- Approve Appointments
- Ratify Resignations/Retirements
- Approve 2016-2017 Institutional Tenure Review Recommendations
- Approve Additional Faculty Service Areas
- Approve Contract Extension Days for 2015-2016
- Approve Leaves of Absence
- Approve Adjusted Leaves of Absence
- Approve Beyond Contract/Overload Stipends
- Approve Column Changes
- Approve Part-time New Hires/Rehires
- Approve Non-paid Instructors of Record

6.2 Classified Personnel

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

- Approve New Appointments
- Approve Hourly Ongoing to Contract Assignments
- Approve Temporary to Contract Assignments
- Approve Out of Class Assignments
- Approve Professional Growth Increments
- Approve Longevity Increments
- Ratify Resignations/Retirements
- Approve Temporary to Hourly Ongoing Assignments

6.2 Classified Personnel (contd.)

- Approve Changes in Position
- Approve Temporary Assignments
- Approve Changes in Temporary Assignments
- Approve Additional Hours for Ongoing Assignments
- Approve Substitute Assignments
- Approve Miscellaneous Positions
- Approve Community Service Presenters and Stipends
- Approve Volunteers
- Approve Student Assistant Lists

6.3 Discussion and/action on Claim #20160203

It was moved by Mr. Yarbrough and seconded by Ms. Barrios to authorize the chancellor or his designee to reject the claim dated February 22, 2016, submitted by John P. Johns. The motion carried with the following vote: Aye – Ms. Barrios, Mr. Hanna, Mr. Labrado, and Mr. Yarbrough.

6.4 Authorization for Board Travel/Conferences

It was moved by Mr. Yarbrough and seconded by Ms. Barrios to authorize the submitted conference and travel by a board member. **(NOTE: The travel requested is at no expense to the district.)** The motion carried with the following vote: Aye – Ms. Barrios, Mr. Hanna, Mr. Labrado, and Mr. Yarbrough.

7.0 ADJOURNMENT

The next regular meeting of the Board of Trustees will be held on Monday, March 28, 2016.

There being no further business, Mr. Hanna declared the meeting adjourned at 7:55 p.m., in memory of Dr. Juan Francisco Lara and Student Trustee Raquel Manriquez' Abuela.

Respectfully submitted,

Raúl Rodríguez, Ph.D.
Chancellor

Approved: _____
Clerk of the Board

Minutes approved: March 28, 2016