

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT (RSCCD)
Santiago Canyon College
8045 E. Chapman Ave., Room H-106
Orange, California

Board of Trustees
(Regular meeting)

Monday, October 24, 2016

MINUTES

1.0 PROCEDURAL MATTERS

1.1 Call to Order

The meeting was called to order at 4:38 p.m. by Ms. Claudia Alvarez. Other members present were Ms. Arianna Barrios, Mr. John Hanna, Mr. Larry Labrado, Ms. Nelida Mendoza Yanez, Mr. Phillip Yarbrough, and Ms. Esther Chian.

Administrators present during the regular meeting were Ms. Judy Chitlik, Dr. John Hernandez, Mr. Enrique Perez, Dr. Linda Rose, 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. Chain, Interim Student Trustee and Student President, Santiago Canyon College (SCC).

1.3 Approval of Additions or Corrections to Agenda

It was moved by Mr. Yarbrough and seconded by Mr. Labrado 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, Ms. Mendoza Yanez, and Mr. Yarbrough. Student Trustee Chian’s advisory vote was aye.

1.4 Public Comment

Dr. Denise Foley, Ms. Tiffany Gause, and Ms. Beth Hoffman spoke regarding the Hawks Nest Food Pantry.

Dr. Denise Bailey spoke regarding the proposal to the district from the Faculty Association of Rancho Santiago Community College District (FARSCCD).

Ms. Adriana Cadeira spoke regarding the veteran services offered on campus and the Santa Ana College (SAC) fundraising event, Soldiers to Scholars on November 3, 2016.

1.4 Public Comment (contd.)

Ms. Esther Chain spoke as a candidate for the RSCCD student trustee position.

Ms. Emily Dunn, Mr. Joshua Moon, Mr. Kenneth Nicholson, Mr. Marcus Sanchez, and Mr. Jonathan Schinowsky spoke regarding the importance of funding the college's signature programs such as Model United Nations, forensics, etc.

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 10, 2016. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Labrado, Ms. Mendoza Yanez, and Mr. Yarbrough. Student Trustee Chian's advisory vote was aye.

1.6 Approval of Consent Calendar

It was moved by Mr. Labrado and seconded by Mr. Yarbrough 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, Ms. Mendoza Yanez, and Mr. Yarbrough. Student Trustee Chian's advisory vote was aye.

3.1 Approval of New Speech-Language Pathology Assistant Agreement - Tustin Speech Therapy, Inc.

The board approved the new agreement with Tustin Speech Therapy, Inc. in Tustin, California.

3.2 Approval of Speech-Language Pathology Assistant Agreement Renewal – Interface Rehab, Inc.

The board approved the agreement renewal with Interface Rehab, Inc. in Placentia, California.

3.3 Approval of Fire Technology Agreement Renewal – City of Anaheim Fire
The board approved the agreement renewal with the City of Anaheim Fire Department in 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 from September 26, 2016, to October 9, 2016.

1.6 Approval of Consent Calendar (contd.)

4.3 Approval of Agreement with Southwest Inspection and Testing, Inc. for On-Call Materials Testing and Inspection Consulting Services for Various Facility Improvement Projects

The board approved the agreement with Southwest Inspection and Testing, Inc. for on-call materials testing and inspection consulting services for various facility improvement projects as presented.

4.4 Approval of Agreement with Stephen Payte DSA Inspections, Inc. for On-Call Inspector of Record Services for Various Facility Improvement Projects

The board approved the agreement with Stephen Payte DSA Inspections, Inc. for on-call inspector of record services for various facility improvement projects as presented.

4.5 Approval of Agreement with Knowland Construction Services for Inspector of Record Services for Publication and Warehouse Relocation Project at Santiago Canyon College

The board approved the agreement with Knowland Construction Services for inspector of record services for the Publication and Warehouse relocation project at SCC as presented.

4.6 Award of Bid #1302 for Publication and Warehouse Relocation Project at Santiago Canyon College

The board awarded Bid #1302 to Patriot Contracting & Engineering for the Publication and Warehouse relocation project at SCC as presented.

4.7 Acceptance of Completion of Bid #1288 for Storm Water Improvements at Santiago Canyon College and Approval of Recording of a Notice of Completion

The board accepted the project as complete and approved filing a Notice of Completion with the County as presented.

4.8 Award of Bid #1303 – Purchase of Bond Paper

The board accepted the bids and approved awarding Bid #1303 – Purchase of Bond Paper to Kelly Paper Company as presented.

4.9 Approval of Independent Contractor

The board approved the following independent contractor: Cathy Hasson to provide training for Career Technical Education (CTE) Data Unlocked Initiative to include support to facilitate capacity development and project implementation related to initiative for Canada College, City College of San Francisco, College of Alameda, College of San Mateo, and Ohlone College. Dates of service are October 25, 2016, through June 30, 2017. The fee is estimated at \$18,000.

4.10 Approval of Purchase Orders

The board approved the purchase order listing for the period September 8, 2016, through October 6, 2016.

1.6 Approval of Consent Calendar (contd.)

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 (Santa Ana College [SAC] & SCC) \$702,778
- Child Development Training Consortium (SAC & SCC) \$ 18,700

5.2 Approval of Sub-Agreements between RSCCD and North Orange County, San Mateo, Ventura County, Yosemite and Yuba Community College Districts for Career Technical Education Data Unlocked Grant

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

5.3 Approval of First Amendment to Sub-Agreement between RSCCD and IDMLOCO for Career Technical Education Data Unlocked Grant

The board approved the amendment to 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.

5.4 Approval of Fourth Amendment to Sub-Agreement between RSCCD and California State University, Fullerton for California Career Pathways Trust Grant – Year 2

The board approved the amendment to 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 Recognition of Students by Board of Trustees

Ms. Tiffany Gause gave a presentation on the SCC Honors program and introduced Ms. Jessica Arbgast. Dr. Jennifer Coto gave a presentation on the Summer Undergraduate Research Fellowship in Earth & Environmental Sciences (SURFEES) program and introduced Ms. Erika Vasquez. The board recognized SCC students Ms. Jessica Arbgast and Ms. Erika Vasquez for their scholastic achievements, leadership, and service to their campus and the Rancho Santiago Community College District.

1.8 Recognition of Faculty by Board of Trustees

The board recognized Mr. Barry Resnick, Counselor, for being selected as the 2016 Santiago Canyon College Distinguished Faculty Member.

1.9 Presentation on Santiago Canyon College Enrollment Plan

Dr. Marilyn Flores, Vice President, Academic Affairs; and Mr. Jose Vargas, Vice President, Continuing Education; provided a presentation on SCC Enrollment Plan. Board members received clarification on data related to the presentation from Dr. Flores and Mr. Vargas.

It was moved by Mr. Yarbrough and seconded by Ms. Mendoza Yanez to suspend the rules and hear Item 2.5 (Report from Classified Representative) and Item 2.4 (Report from Student Presidents) at this time since the classified representative had to attend a class and the student president had to study for a test. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Labrado, Ms. Mendoza Yanez, and Mr. Yarbrough. Student Trustee Chian’s advisory vote was aye.

2.0 INFORMATIONAL ITEMS AND ORAL REPORTS

2.5 Report from Classified Representative

Ms. Amanda Campbell, Transfer Center Specialist, Santiago Canyon College, provided a report to the board on behalf of the classified staff.

2.4 Reports from Student Presidents

Mr. Luis Mejia, Student President, Santa Ana College, provided a report to the board on behalf of SAC Associated Student Government.

2.1 Report from the Chancellor

Dr. Raúl Rodríguez, Chancellor, provided a report to the board.

2.2 Reports from College Presidents

The following college representatives provided reports to the board:

Dr. John Hernandez, Interim President, Santiago Canyon College
Dr. Linda Rose, President, Santa Ana College

2.3 Report from Student Trustee

Ms. Esther Chian provided a report to the board.

2.4 Reports from Student Presidents (This item was also heard after Item 2.5 [following Item 1.9.]

Ms. Esther Chian, Student President, Santiago Canyon College, provided a report to the board on behalf of SAC Associated Student Government.

2.5 Report from Classified Representative (This item was heard after Item 1.9.)

2.6 Reports from Academic Senate Presidents

The following academic senate representatives provided reports to the board:

Mr. Michael DeCarbo, Academic Senate Vice President, Santiago Canyon
College

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

3.0 INSTRUCTION

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

4.0 BUSINESS OPERATIONS/FISCAL SERVICES

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

5.0 GENERAL

Items 5.1 through 5.4 were approved as part of Item 1.6 (Consent Calendar).

5.5 Adoption of Resolution No. 16-26 in Honor of National Veterans Awareness Week

It was moved by Ms. Mendoza Yanez and seconded by Mr. Labrado to adopt Resolution No. 16-26 in honor of National Veterans Awareness Week. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Labrado, Ms. Mendoza Yanez, and Mr. Yarbrough. Student Trustee Chian’s advisory vote was aye.

5.6 Adoption of Board Policies

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

- BP 2715 Code of Ethics/Standards of Practice
- BP 2735 Board Member Travel
- BP 2745 Board Self-Evaluation
- BP 3600 Auxiliary Organizations
- BP 7400 Travel

Mr. Hanna explained that the “Analysis” section on the docket coversheet was not accurate; the policies listed above are not being updated and revised to conform to the Community College League of California recommendations. He proposed the following language for the “Analysis” section of the docket coversheet: *“The Board Policy Committee is recommending the attached policies be updated and revised to reflect the board’s desire to strengthen ethical guidelines, ensure cost savings in board member and employee travel, and increase community participation in the*

5.6 Adoption of Board Policies (contd.)

board's self-evaluation process." The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Labrado, Ms. Mendoza Yanez, and Mr. Yarbrough. Student Trustee Chian's advisory vote was aye.

5.7 Adoption of Board of Trustees Annual Self-Evaluation Instrument, List of Designated Recipients, and Self-Evaluation Timeline

It was moved by Mr. Yarbrough and seconded by Ms. Barrios to adopt the self-evaluation survey instrument, list of designated individuals who will receive the survey, and self-evaluation timeline. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Labrado, Ms. Mendoza Yanez, and Mr. Yarbrough. Student Trustee Chian's advisory vote was aye.

5.8 Board Member Comments

As a former Model United Nations (MUN) student, Ms. Chian commended the MUN students that spoke during public comments (Item 1.4) and agreed with them regarding future funding of the MUN program. Ms. Barrios agreed with Ms. Chain and indicated the board would do everything they can to keep the signature programs.

As a Boy Scout mother, Ms. Barrios commended the Boy Scouts in attendance at the meeting. (As Scoutmaster, Dr. Jones, had invited Boy Scouts to attend the meeting.)

Ms. Barrios congratulated the *el Don* student newspaper on winning the Associated Collegiate Press National Pacemaker Award at the annual Associated Collegiate Press National College Media Convention in Washington, D.C., on October 22, 2016 and asked that the *el Don* staff be recognized by the board at its next meeting.

Ms. Barrios invited everyone to participate and visit the 2016 Orange Field of Valor at Handy Park in November. She reported that the city of Orange and the Community Foundation of Orange are hosting a tribute to members of the military by displaying flags during the week of November 6-11, 2016.

Ms. Barrios indicated she made a connection with the League of United Latin American Citizens (LULAC) who was approached by Univision to identify a location in Santa Ana to be one of five, live "why get out and vote" telethon locations across the country in the days before the election. Ms. Barrios suggested either Santa Ana College or the RSCCD office as a location and they agreed. Univision and LULAC were connected to Enrique Perez to follow up on logistics.

Mr. Labrado indicated that the students that spoke on behalf of the funding for the MUN program should be directing their concerns to the faculty on the budget committee at their campus rather than the board of trustees.

5.8 Board Member Comments (contd.)

Mr. Hanna thanked fellow board members for adopting the board policies (Item 5.6) and self-evaluation items (Item 5.7).

Mr. Hanna expressed appreciation to staff for the programs at SCC and thanked staff for encouraging their students to attend the board meeting.

Mr. Hanna and Ms. Alvarez wished the board members well who are seeking re-election.

Mr. Hanna, Ms. Alvarez, and Ms. Mendoza Yanez commented on the relationship between the board and faculty members.

Mr. Hanna and Ms. Mendoza Yanez commended those who provided informative reports at the board meeting.

As a veteran, Ms. Mendoza Yanez asked that the meeting be closed in honor of veterans since the next board meeting will be held after Veterans Day.

Mr. Yarbrough thanked SCC staff for hosting the board meeting and SCC ASG students for hosting the reception prior to the board meeting.

Ms. Mendoza Yanez congratulated Dr. Rose on being selected as one of fifty alumni whose photo is displayed on a banner at California State University, Dominguez Hills.

Ms. Alvarez reported on a few of the board's accomplishments during the last four years of service and leadership, including Santa Ana College being selected as one of 15 colleges statewide to offer a bachelor's degree; encouraged businesses to bring local jobs to our community, students, and veterans with the community workforce agreement; and diversity in the hiring of faculty/staff.

RECESS TO CLOSED SESSION

The board convened into closed session at 7:11 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: Ms. Judy Chitlik, Interim Vice Chancellor of Human Resources
Employee Organizations: Faculty Association of Rancho Santiago Community College District
(FARSCCD)
California School Employees Association (CSEA), Chapter 579

Ms. Chian left the meeting at this time.

RECONVENE

The board reconvened at 8:32 p.m.

Closed Session Report

Ms. Mendoza Yanez reported during closed session the board discussed public employment and labor negotiations, 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 Ms. Mendoza Yanez 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, and Mr. Yarbrough.

- Approve Adjusted Effective Dates of Retirement Date
- Ratify Resignations/Retirements
- Approve Appointments
- Rescind Voluntary Reduced Workloads
- Approve Changes of Classification
- Approve Adjusted 2016-2017 Contract Extension Day Rates
- Approve Part-time Hourly New Hires/Rehires

6.2 Classified Personnel

It was moved by Mr. Yarbrough and seconded by Ms. Mendoza Yanez 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, and Mr. Yarbrough.

- Approve New Appointments
- Approve Out of Class Assignments

6.2 Classified Personnel (contd.)

- Approve Changes in Position
- Approve Longevity Increments
- Ratify Resignations/Retirements
- Approve Temporary to Hourly Ongoing Assignments
- Approve Temporary Assignments
- Approve Changes in Temporary Assignments
- Approve Substitute Assignments
- Approve Miscellaneous Positions
- Approve Instructional Associates/Associate Assistants
- Approve Community Service Presenters and Stipends
- Approve Volunteers
- Approve Student Assistant Lists

6.3 Adoption of Resolution No. 16-25 authorizing payment to Trustee Absent from Board Meetings

It was moved by Mr. Yarbrough and seconded by Mr. Hanna to adopt Resolution No. 16-25 which authorizes payment to Nelida Mendoza Yanez for her absence from the October 10, 2016, board meeting due to a medical procedure. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Labrado, Mr. Yarbrough, and a vote of abstention from Ms. Mendoza Yanez.

7.0 ADJOURNMENT

The next regular meeting of the Board of Trustees will be held on Monday, November 14, 2016.

There being no further business, Ms. Alvarez declared the meeting adjourned at 8:33 p.m.

Respectfully submitted,

Raúl Rodríguez, Ph.D.
Chancellor

Approved: _____
Clerk of the Board