

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

Board of Trustees (Regular meeting)

Monday, December 12, 2016

MINUTES

1.0 PROCEDURAL MATTERS

1.1 Call to Order

The meeting was called to order at 4:37 p.m. by Ms. Claudia Alvarez. Other members present were Ms. Claudia Alvarez, Ms. Arianna Barrios, Mr. John Hanna, Mr. Zeke Hernandez, Mr. Larry Labrado, Ms. Nelida Mendoza, Mr. Phillip Yarbrough, and Ms. Esther Chian.

Administrators present during the regular meeting were Ms. Judy Chitlik, Mr. Peter Hardash, Dr. John Hernandez, Mr. Enrique Perez, Dr. Linda Rose, and Dr. Raúl Rodríguez. Ms. Anita Lucarelli was present as record keeper.

1.2 Installation Ceremony and Reception

Ms. Alvarez welcomed those in attendance.

The Pledge of Allegiance was led by Ms. Isabella Ramirez and Mr. Sam Snyder, Ms. Alvarez' niece and nephew. The invocation was given by Father Dave Allen Otto, Saint Joseph's Church in Santa Ana, and the closing prayer was given by Mr. Brad Snyder, Principal, Saint Joseph's Church in Santa Ana.

Mr. Tony Rackauckas, Orange County District Attorney, administered the Oath of Office to Ms. Alvarez; Ms. Teresa "Tita" Smith, Mayor, City of Orange, administered the Oath of Office to Ms. Barrios, and her parents, Mr. and Mrs. Russell Barrios served as witnesses; Mr. John Palacio, President, Board of Education, Santa Ana Unified School District, administered the Oath of Office to Mr. Hernandez, and his son Mr. Richard D. Hernandez and daughter-in-law, Ms. Denise Hernandez, served as witnesses; and Judge Salvador Sarmiento, Orange County Superior Court administered the Oath of Office to Ms. Mendoza, and United States Congressman Lou Correa, and her son, Mr. Joseph T. Yanez, and brother, Mr. Sergio Mendoza, served as witnesses.

Ms. Alvarez called a recess at 5:24 p.m.

The board reconvened at 5:53 p.m.

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. Hernandez, Mr. Labrado, Ms. Mendoza, and Mr. Yarbrough. Student Trustee Chian’s advisory vote was aye.

1.4 Public Comment

Mr. Danny Carrasco thanked the board for the Career Technical Education (CTE) program, particularly the carpenters apprentice program and the benefits he received from it.

1.5 Approval of Minutes

It was moved by Mr. Yarbrough and seconded by Ms. Mendoza to approve the minutes of the meeting held November 14, 2016. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Ms. Mendoza, and Mr. Yarbrough. Student Trustee Chian’s advisory vote was aye.

1.6 Approval of Consent Calendar

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

4.1 Approval of New Occupational Therapy Assistant Agreement – Mental Health Association of Orange County

The board approved the new agreement with the Mental Health Association of Orange County in Orange, California.

4.2 Approval of Occupational Therapy Assistant Agreement Renewal - Greater Anaheim SELPA (Special Education Local Plan Area)

The board approved the agreement renewal with Greater Anaheim SELPA in Buena Park, California.

4.3 Approval of Speech-Language Pathology Assistant Agreement Renewal – Capistrano Unified School District

The board approved the agreement renewal with Capistrano Unified School District in San Juan Capistrano, California.

4.4 Approval of Proposed Revisions for 2017-2018 Santa Ana College Catalog

The board approved the proposed revisions for the 2017-2018 Santa Ana College catalog.

1.6 Approval of Consent Calendar (contd.)

4.5 Approval of Proposed Revisions for 2017-2018 Santiago Canyon College Catalog

The board approved the proposed revisions for the 2017-2018 Santiago Canyon College catalog.

4.6 Approval of Professor Rose Argo's Sabbatical Leave Report

The board approved Professor Rose Argo's Sabbatical Leave Report.

4.7 Approval of Professor Rudy Frias' Sabbatical Leave Report

The board approved Professor Rudy Frias' Sabbatical Leave Report.

4.8 Approval of Professor Randy Scott's Sabbatical Leave Report

The board approved Professor Randy Scott's Sabbatical Leave Report

4.9 Approval of Contract Agreement with San Diego State University Research Foundation, Minority Male Community College Collaborative (M2C3)

The board approved the contract agreement with San Diego State University Research Foundation, Minority Male Community College Collaborative (M2C3).

5.1 Approval of Payment of Bills

The board approved payment of bills as submitted.

5.2 Approval of Budget Increases/Decreases, Transfers, and Interfund Transfers

The board approved budget increases/decreases, transfers and Interfund transfers from October 31, 2016, to November 16, 2016.

5.3 Approval of Appointment and Resignation for Measure Q Citizens' Bond Oversight Committee

The board approved the appointment and resignation of the Measure Q Citizens' Bond Oversight Committee as presented.

5.4 Approval of Legal Services Agreement – Orbach Huff Suarez & Henderson LLP

The board authorized the Vice Chancellor of Business Operations/Fiscal Services or his designee to renew the proposed agreement between Rancho Santiago Community College District and Orbach Huff Suarez & Henderson LLP for the period of July 1, 2016, through June 30, 2018, as presented.

5.6 Approval of Amendment to Agreement with Lionakis for On-Call Architectural Design Services for Various Projects District-Wide

The board approved the amendment with Lionakis for on-call architectural design services for various projects district-wide as presented.

1.6 Approval of Consent Calendar (contd.)

5.7 Ratification of Award of Bid #1300 for Fire Line Pump Replacement at District Office

The board ratified the award of Bid #1300 to Fire Sprinklers, Inc. for Bid #1300 Fire Line Pump Replacement at District Office as presented.

5.8 Approval of Amendment to Agreement with Disability Access Consultants (DAC) for Santa Ana College (SAC) Americans with Disabilities Act Transition Plan Update

The board approved the amendment with DAC for the SAC Americans with Disabilities Act transition plan as presented.

5.9 Approval of Amendment to Agreement with Engineering Alignment Systems, Inc. for On-Call Structural Engineering Services for Santa Ana College and District Facilities

The board approved the amendment with Engineering Alignment Systems, Inc. for on-call structural engineering services at SAC and district facilities as presented.

5.10 Rejection of Bid #1305 for Door Hardware Replacement at Buildings C (Fine Arts), H (Hammond Hall), L (Library), R (Russell Hall), and S (Administration) at Santa Ana College and Repairs at Santa Ana College Orange County Sheriff's Regional Training Academy

The board rejected all bids for Bid #1305 for door hardware replacement at Buildings C, H, L, R, and S at SAC and repairs at SAC Orange County Sheriff's Regional Training Academy as presented.

5.11 Approval of Amendment to Agreement with Saiful Bouquet, Inc. for On-Call Structural Engineering Services at Santiago Canyon College (SCC) and District Facilities

The board approved the amendment with Saiful Bouquet, Inc. for on-call structural engineering services at SCC and district facilities as presented.

5.12 Approval of Independent Contractor

The board approved the following independent contractor: LeeAnn Stone as an instructional designer to assist in developing "Model Courses" for departmental usage with District Education growth for Associate Degree for Transfer (AD-T) pathways and Open Educational Resources (OER) course adoption for Santa Ana College. Dates of service are December 13, 2016, through June 30, 2017. The fee is estimated at \$30,000.

5.13 Approval of Independent Contractor

The board approved the following independent contractor: Walter Dario Di Mantova to assist with Orange County Regional Strong Workforce Project planning (providing project management timeline, weekly updates/reports as requested, review/research material, and produce Final Regional Plan). Dates of service are December 13, 2016, through January 31, 2017. The fee is estimated at \$25,500.

1.6 Approval of Consent Calendar (contd.)

5.14 Approval of Independent Contractor

The board approved the following independent contractor: Richard Verches to provide services as the Los Angeles Director for the LA/OC Regional Consortia (convene regional stakeholders, facilitate regional planning and coordination, communicate and assist the region in implementing Chancellor's Office Initiatives, and other leadership and administrative services). Dates of service are December 13, 2016, through March 12, 2017. The fee is estimated at \$59,812.

5.15 Approval of Purchase Orders

The board approved the purchase order listing for the period October 28, 2016, through November 11, 2016.

6.1 Approval of Resource Development Items

The board approved budgets, accepted grants, and authorized the chancellor or his designee to enter into related contractual agreements on behalf of the district for the following:

-California Employment Development Department E-file Program – Small Business Development Center (District)	\$ 9,750
-College Textbook Affordability Program (AB 798) (SAC)	\$ 50,000
-Deputy Sector Navigator – Global Trade & Logistics – Year 4 (District) – <i>Augmentation</i>	\$ 100,000
-Deputy Sector Navigator – Information & Communication Technologies/Digital Media – Year 4 (District) – <i>Augmentation</i>	\$ 100,000
-Deputy Sector Navigator – Retail Hospitality/Tourism/ Learn & Earn – Year 4 (District) – <i>Augmentation</i>	\$ 100,000
-Deputy Sector Navigator – Small Business – Year 4 (District) – <i>Augmentation</i>	\$ 100,000
-Early Head Start – Year 3 (District)	\$1,839,378
-Math, Engineering and Science Achievement (MESA) Program – (SAC) – <i>Augmentation</i>	\$ 27,393
-Small Business Administration/California State University, Fullerton – Small Business Development Center (District)	\$ 602,000
-Student Equity (SAC & SCC)	\$3,085,938
-Student Success and Support Program (SSSP) – Credit (SCC/District)	\$1,851,741
-University of California, Irvine Graduate Student/Faculty Internship (SAC & SCC)	\$ 37,500
-Youth Empowerment Strategies for Success – Independent Living Program (YESS – ILP) (SAC)	\$ 22,500

1.6 Approval of Consent Calendar (contd.)

6.2 Approval of Sub-Agreement between RSCCD and Compton Community College District for Career Technical Education Data Unlocked 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 First Amendments to Sub-Agreements between RSCCD and Los Rios Community College District for Career Technical Education Data Unlocked Grant

The board approved the amendments to 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.

6.4 Authorization of Signatures

The board approved the revised list of authorized signatures.

1.7 Presentation of District Annual Financial Audit

Auditor Rick Alonzo of Vavrinek, Trine, Day & Co., LLP, reviewed the Rancho Santiago Community College District (RSCCD) Independent Audit Report and rendered an unmodified opinion on the financial statements. Board members received clarification on items related to the presentation.

2.0 **BOARD ORGANIZATION**

2.1 Annual Board Organization

It was moved by Mr. Labrado and seconded by Ms. Mendoza to elect Mr. John Hanna as the 2016-17 board president. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Ms. Mendoza, and Mr. Yarbrough. Student Trustee Chian’s advisory vote was aye.

At this time, Ms. Alvarez passed the gavel to Mr. Hanna to conduct the remainder of the meeting.

On behalf of the board, Mr. Hanna thanked Ms. Alvarez for her work and dedication as board president during 2015-2016. He then presented her with an engraved clock.

Mr. Hanna stated his goals for the upcoming year are: Making RSCCD students feel secure on campus: safe from violence and deportation; stabilize and then increase enrollment; modernize RSCCD continuing educational facilities; unify the campus community; increase community participation in college and district activities; and strengthen ties with city, county and school districts in the RSCCD area.

It was moved by Ms. Barrios and seconded by Mr. Labrado to elect Ms. Mendoza as vice president. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Ms. Mendoza, and Mr. Yarbrough. Student Trustee Chian’s advisory vote was aye.

2.1 Annual Board Organization (contd.)

It was moved by Ms. Alvarez and seconded by Mr. Hernandez to elect Ms. Barrios as clerk. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Ms. Mendoza, and Mr. Yarbrough. Student Trustee Chian's advisory vote was aye.

Mr. Hanna designated Dr. Rodríguez as the board's secretary and Mr. Perez as the assistant secretary.

Mr. Hanna appointed chairpersons and members to the following committees:

- Board Communications Committee: Chairperson: Ms. Barrios;
Member: Ms. Mendoza
- Board Facilities Committee: Chairperson: Mr. Labrado;
Member: Mr. Hernandez
- Board Fiscal/Audit Committee: Chairperson: Mr. Yarbrough;
Members: Ms. Barrios, Mr. Hernandez
- Board Legislative Committee: Chairperson: Ms. Alvarez;
Members: Mr. Hernandez
- Board Policy Committee: Chairperson: Mr. Labrado;
Member: Ms. Barrios
- Board Safety & Security: Chairperson: Ms. Alvarez;
Members: Ms. Mendoza, Mr. Yarbrough

Mr. Hanna appointed board representatives to the following organizations:

- Representative to the RSCCD Foundation: Ms. Barrios
- Representative to the Orange County Legislative Task Force: Mr. Hernandez
- Representative to the Orange County School Boards Association: Ms. Mendoza
- Representative to the Nominating Committee on School District Organization:
Ms. Mendoza

Mr. Hanna proposed the board amend the schedule of meetings to remove April 10 (due to the Passover holiday) and schedule a meeting on April 12 or meetings on April 17 and May 1. It was moved by Mr. Hernandez and seconded by Mr. Yarbrough to adopt the board meeting schedule for 2017 as amended to reflect April 12 instead of April 10. Discussion ensued. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Ms. Mendoza, and Mr. Yarbrough. Student Trustee Chian's advisory vote was aye.

It was moved by Ms. Barrios and seconded by Ms. Mendoza to reaffirm the following Board Policies: #2200 (Board Duties and Responsibilities), #2715 (Code of Ethics/Standards of Practice), #2735 (Board Member Travel), and #6320 (Investments). The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Ms. Mendoza, and Mr. Yarbrough. Student Trustee Chian's advisory vote was aye.

2.1 Annual Board Organization (contd.)

It was moved by Ms. Mendoza and seconded by Ms. Alvarez to designate specific days, weeks or months of observance, which relate to the educational mission of the district, as listed in the docket. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Ms. Mendoza, and Mr. Yarbrough. Student Trustee Chian's advisory vote was aye.

3.0 INFORMATIONAL ITEMS AND ORAL REPORTS

3.1 Report from the Chancellor

Dr. Rodríguez did not provide a report to the board.

3.2 Reports from College Presidents

The following college representatives provided written reports (attached to the minutes) to the board:

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

3.3 Report from Student Trustee

Ms. Esther Chian provided a written report (attached to the minutes) to the board.

3.4 Reports from Student Presidents

Ms. Esther Chian, Student President, Santiago Canyon College, provided a written report (attached to the minutes) to the board on behalf.

There was no representation from Santa Ana College.

3.5 Report from Classified Representative

Mr. Sean Small, President, CSEA Chapter 579, provided a written report (attached to the minutes) to the board on behalf of the classified staff.

3.6 Reports from Academic Senate Presidents

Ms. Monica Zarske, Academic Senate President-Elect, Santa Ana College, provided a written report on behalf of Dr. Elliott Jones, Academic Senate President, Santa Ana College (attached to the minutes) to the board.

There was no representation from Santiago Canyon College due to the change of date in the board meeting schedule (from December 5 to December 12).

3.7 Reports from Board Committees

Mr. Labrado provided a report on the November 21, 2016, Board Fiscal/Audit Committee meeting.

4.0 INSTRUCTION

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

5.0 BUSINESS OPERATIONS/FISCAL SERVICES

Items 5.1, 5.2, 5.3, 5.4, and 5.6 through 5.15 were approved as part of Item 1.6 (Consent Calendar).

5.5 Receive and Acceptance of District Audit Reports for Fiscal Year Ended June 30, 2016

It was moved by Mr. Yarbrough and seconded by Mr. Hernandez to receive and accept the RSCCD audit reports for the fiscal year ended June 30, 2016, as presented. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Ms. Mendoza, and Mr. Yarbrough. Student Trustee Chian’s advisory vote was aye.

6.0 GENERAL

Items 6.1 through 6.4 were approved as part of Item 1.6 (Consent Calendar).

6.5 List of 2017 Conferences and Legislative Executive Visits for Board Members

Board Policy 2735 and a list of conferences and legislative executive visits that board members may wish to attend was provided as information.

6.6 RSCCD Board of Trustees Self-Evaluation

It was moved by Ms. Alvarez and seconded by Ms. Barrios to review the evaluation responses and complete the self-evaluation process for 2016. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Ms. Mendoza, and Mr. Yarbrough. Student Trustee Chian’s advisory vote was aye.

6.7 Board Member Comments

Mr. Hernandez asked that an item be placed on the agenda in February to discuss a safe zone/protection for RSCCD students and to reaffirm RSCCD students not be fearful while attending classes. Mr. Hanna proposed that the Board Legislative Committee may want to meet to discuss this item before it comes to the full board.

6.7 Board Member Comments (contd.)

Ms. Mendoza thanked friends, family, and colleagues for attending the swearing-in ceremony. She thanked Mr. Carrasco for speaking on behalf of the apprentices during public comments regarding the CTE classes and asked that they provide an update on their progress at a future board meeting.

Mr. Yarbrough congratulated Ms. Alvarez, Ms. Barrios, and Ms. Mendoza on being re-elected, and congratulated Mr. Hernandez on being newly-elected. He thanked Ms. Alvarez for her tenure as president of the board and Mr. Labrado for his assistance on the Board Facilities Committee.

RECESS TO CLOSED SESSION

The board convened into closed session at 6:39 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 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 7:20 p.m.

Ms. Alvarez left the meeting at this time.

Ms. Barrios reported the board discussed public employment and labor negotiations, and the board took no reportable action at this time during closed session.

Public Comment

There were no public comments.

7.0 HUMAN RESOURCES

7.1 Management/Academic Personnel

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

- Approve Employment Agreements
- Approve New Job Descriptions
- Approve Appointments
- Approve Appointments to Interim Assignment/Employment of Retired State Teachers' Retirement System (STRS) Member
- Approve Changes of Position Grade Level
- Approve Adjusted Salary Placements
- Ratify Resignations/Retirements
- Approve Changes of Classification
- Approve 2016-2017 FARSCCD Association Released Times
- Approve Leaves of Absence
- Approve Beyond Contract/Overload 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 Mr. Labrado and seconded by Ms. Mendoza to approve the following action on the classified personnel docket. The motion carried with the following vote: Aye – Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Ms. Mendoza, and Mr. Yarbrough.

- Approve New Appointments
- Approve Professional Growth Increments
- Approve Out of Class Assignments
- Approve Return to Regular Assignments
- Approve Changes in Positions
- Ratify Resignations/Retirements
- Approve New Appointments
- Approve Temporary Assignments
- Approve Additional Hours for Ongoing Assignments
- Approve Changes in Temporary Assignment
- Approve Substitute Assignments
- Approve Miscellaneous Positions

7.2 Classified Personnel (contd.)

- Approve Instructional Associates/Associate Assistants
- Approve Community Service Presenters and Stipends
- Approve Student Assistant Lists

7.3 Presentation of Rancho Santiago Community College District Initial Bargaining

It was moved by Mr. Labrado and seconded by Ms. Mendoza to schedule a public hearing for the next regularly scheduled board meeting. The motion carried with the following vote: Aye – Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Ms. Mendoza, and Mr. Yarbrough.

7.4 Approval of Agreement with AON Consulting for Medicare Subsidy Administration

It was moved by Mr. Labrado and seconded by Ms. Mendoza to approve the agreement with AON Consulting for the Medicare Subsidy Administration. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Ms. Mendoza, and Mr. Yarbrough.

8.0 ADJOURNMENT

The next regular meeting of the Board of Trustees will be held on Monday, January 9, 2017.

There being no further business, Mr. Hanna declared the meeting adjourned at 7:22 p.m.

Respectfully submitted,

Raúl Rodríguez, Ph.D.
Chancellor

Approved: _____
Clerk of the Board

Minutes approved: January 9, 2017

December 12, 2016 – RSCCD Board of Trustees Meeting Santa Ana College - President's Report

Enrollment

See Attached Sheet

Facilities

- SAC 100% Fire alarm testing is scheduled for Dec. 26. 2016. Members of the Fire Alarm team are meeting on 12/15 to plan and coordinate the RSCCD Safety and SAC M&O work plan.
- SAC fire extinguishers are being serviced on Monday Dec. 12, 2016
- Met with SAUSD on Dec. 9th to discuss Remington Elementary lease and planning. SAUSD has a copy of our draft lease agreement, however no red lines or revisions have been provided back to SAC. We are looking at potentially \$250k in improvements to the site (parking and lighting), and annualized CAM costs.
- Working with RSCCD Facilities and SAC Athletics to plan phase six of the Central Plant infrastructure project. Specifically, the impact on ingress/egress to faculty offices, the training room, dance studio, both gyms and the Adaptive PE classroom. Work on Phase 6 begins in January, 2017 and runs through the first week in August, 2017.
- SAC is working with District Facilities to coordinate purchase and installation of carpeting in
 - (L building 2nd floor, S building 1st floor, and the N building),
 - Women's bathroom repairs will be completed in buildings (L and R),
 - Instructional furniture upgrades for buildings (D, R, H), are underway and
 - New space for students (ASG) formerly the "Spot" will undergo interior redesign and furnishings (funded by bookstore revenue).
- The shutdown of the Bristol Street entrance begins the week of December 12, 2016 in order to allow Southern California Edison to install conduits and connections for our new electrical service building.
- Mark Wheeler and Bart Hoffman have been working together on resolving the relocation the Welding instruction due to the upcoming Science Center construction. It appears at this point that the Welding program will remain in the K yard with line-of-sight for the instructor. This will require significant gas and electrical work, but appears to be the most efficient and effective resolution, without compromising parking.
- Due to all the construction projects going on during Winter intersession SAC Administrative Services we will be updating campus maps that that will assist students attending SAC for intersession. The updating process will begin on December 12, 2016.
- Coordinating with student services on the research team/equity office space. Will be getting scope of work and quotes for the work.
- Working with student services, academic affairs on SAC's AB-1995 compliance. Will be a little challenging at SAC, but will work with SCC to come up with a common approach to compliance.
- Prepping and painting classrooms in buildings R and H during winter break to match the new instructional furniture.

- Hydration stations have been installed in various areas on campus we are getting great feedback from students!
- Dr. Collins and Mark Wheeler are currently managing a total of 54 facilities projects at SAC

Web-presence Upgrade:

- A productive initial meeting for the new SAC homepage has occurred Next step is wire-framing of the new page for review by the team.
- SAC's Admissions and Records website redesign is in the second mock-up phase. The purpose of the redesign is to clarify, for students SAC's application process, simplify the information provision, and provide students with the information they need in an efficient manner. While we are making good progress, student feedback will be critical as we complete this project

College Activities

Human Services and Technology Division

- On December 11, 2016 SAC held a graduation ceremony for 48 graduates of #170 Basic Fire Academy at the Sherriff Academy facility in Tustin. Forty-four student graduated. Some additional demographic details are listed below:
 - 1 Female
 - 5 military veterans
 - 2 Army
 - 2 Marines
 - 1 Navy

Business Division

- The International Business Program
 - received the *Responding to Globalization Award* at the OCBC Red Carpet Awards Reception on November 17th. In addition, a Certificate of Special Congressional Recognition was presented by Representative Mimi Walters
- Bridge to Engineering
 - SAC student Hector Ruiz, represented SAC Engineering at the OC Pathways Showcase on November 30th where he interviewed the two keynote speakers from Virgin Galactic.
- Paralegal Program:
 - The American Bar Association (ABA) Standing Committee on Paralegals Approval Commission granted re-approval to the Paralegal Studies Program at Santa Ana College (SAC). The approval is in effect for a term of seven years through August 2021. The ABA approval process is the *gold* standard for paralegal programs and the legal community knows that students who complete their paralegal studies at SAC are ready to meet the challenges of working as a paralegal in the fast-paced environment of a law firm, corporate legal department or government agency.

SAC President's Office

Presentations

- On December 8, 2017, approximately 107 SAUSD Principals, Assistant Principals, Directors, and the Superintendent attended an afternoon presentation about SAC's Instructional programs and student support services. Instructional Dean's, the VP of Academic Affairs, VP of Student Services, and the Dean of Student Life also attended the event. SAC's Instructional Dean's SAC's provided summaries of the different programs in their areas. The feedback from SAUSD attendees was very positive and we will work to address the requests for more information.

SAC Foundation

- The Foundation is inviting alumni, students, faculty, staff, and members of the Community to submit nominations for the *2017 Hall of Fame Alumni Achievement Awards*. A special ceremony honoring the successful awardees will be held on June 8, 2017.

Recognitions for SAC

Along with Chancellor Rodriguez and representatives from SAC's Academic Senate, CSEA, students, and administrators I attended the award ceremony sponsored by the Orange County Register for the 125 top workplaces in Orange County. SAC ranked 13th among

Upcoming Events

- Winter Recess- December 21-January 2, 2017
- Winter Intercession begins January 9, 2017

**Santiago Canyon College President's Report to the RSCCD Board of Trustees
Submitted by John Hernandez, December 12, 2016**

Spring 2017 Intersession Enrollment Update:

Registration for the January intersession began on 10/31/16. As of today we are at 247 FTES (our target is 237). We are currently offering 78 sections (8 more than last year's intersession). The following are being completed to market Intersession 2017:

- Website banner that provides updates of open sections: www.sccollege.edu/openclasses
- Marquee announcement
- Blackboard post
- Direct student email
- Flat panel images
- Facebook boosting posts
- Ads in CSUF Daily Titan & CSULB Daily 49er (the ads are scheduled for 12/6, 12/7, and 12/12. They have finals the week of 12/12)

Additionally, ITS has created an automated process that runs after midnight every day to pick up any new course sections created the previous day. If it detects a new section, it will automatically email students who are on a waitlist for the same course to let them know of the new section availability.

Facilities Update:

A & B Soffit Repairs, Quad Pavement & Child Development Center (CDC) Structural Project

- Construction work begins on December 12, 2016 thru February 12, 2017.
- CDC structural work will run from December 19, 2016 to January 8, 2017

ADA Improvement Phase I--Construction in Progress

Phase I includes regrading and adding ADA parking. The first four areas within Phase I are the following:

- Lot 7 supplemental ADA parking
- Lot 1 supplemental ADA parking
- Lot 6 supplemental ADA parking
- Athletics Walk of Champions – Regrading ramp

Project timeline is November, 2016 to April, 2017

Warehouse/Publications Relocation Project (SCC M&O) –Construction in Progress

- Construction began November 16, 2016 and is scheduled through March 13, 2017

College Updates:

On Tuesday, November 15 we held our annual **Family Night: Getting To Know SCC**. Approximately 200 parents and prospective students attended primarily from OUSD, Placentia-Yorba Linda USD, Tustin USD and Corona-Norco USD. A resource fair and meet & greet

preceded the evening's program. This program is a collaborative effort between academic affairs (English, math & reading faculty) and student services (counseling; student success and equity; SCC President's Report (contd.)

and outreach). A Spanish language program was also provided. Kudos to English professor and co-chair of our Basic Skills Initiative Task Force Maureen Roe for her leadership with this event. On December 1st the SCC Art Gallery held its second **Alumni Show & Opening Reception**, with featured artists: Maureen Martinez (currently enrolled at CSU Fullerton) and Michelle Erickson (enrolled at CSU Long Beach). It was a pleasure meeting both former students and hearing about their positive SCC experiences.

On Friday, December 2nd I welcomed approximately 100 counselors and school personnel at our **annual high school counselor breakfast**. The overview of programs and speakers allowed the college to highlight the following programs & services: co-curricular learning opportunities; dual enrollment; arts program; Early Welcome; athletics; strong workforce/CTE; transfer success center; STEM initiatives and our First Year Support Center. The staff who coordinated are to be commended for the high quality experience provided to these key high school contacts.

Congratulations to the SCC Theatre Arts Program, in particular adjunct professor Sheryl Donchey for the successful musical performance of **Bah, Humbug! Scrooge's Christmas Carol**. I attended the opening night and was amazed at what the faculty and performers are able to accomplish in a small venue. With a cast of 30 the small intimate setting (maximum of 60 seats) transported the audience up close and we were made to feel as if we were part of the set. It's no wonder all 7 performances sold out.

Learning Community Symposium: as part of the college's Learning Community, the English 102: Literature and Composition and Library 100: Research Methods courses, presented their final projects centered around literature, composition, research, and the idea that authority is constructed and contextual. I attended the symposium on Tuesday, December 6 and was able to see first-hand students' multimodal projects on topics ranging from symbolism in Fitzgerald's *The Diamond as Big as the Ritz* and the questioning of the American Dream to *Othello*, racism, and the Black Lives Matter movement, among others.

Athletic Update

Despite inclement weather, a sizeable crowd watched the women's soccer team compete against Santa Barbara City College in the southern regional final at SCC on Saturday, November 26. The Hawks season came to an abrupt end as rains lashed the field in a game that was halted for 30 minutes, mid-way through the first period due to lightning. By then, Santa Barbara had taken a 1-0 lead and SCC was unable to respond. In spite of the disappointment the Lady Hawks finished the season with a truly outstanding record of 21 wins, 1 loss, and 1 tie as the Orange Empire Conference champions for the 13th consecutive year. Many thanks to Head Coach, Ian Woodhead, and Assistant Coaches, Chris Woolley, Lisa Hermen, Christy Medlin, and Chris Martinez, as well as our remarkable student-athletes. We thank them for a truly outstanding season.

In closing, I'd like to wish you and your loved ones a joyous holiday season and a meaningful New Year.

12 December 2016

Student Trustee Report from Esther Chian

1. I met with the Santa Ana College Associated Student Government (SAC ASG) Advisor, Nicole Moya, on November 29th to discuss how I can begin serving the students at Santa Ana College as the new Student Trustee. I also was able to attend the SAC ASG Senate meeting shortly after to meet several SAC student leaders that I look forward to working with during the remainder of my term.
2. ASG's at both the SCC and SAC campuses have expressed interest in an ASG Transcript Annotation. I will be doing more extensive research on that and meeting with both campuses to collaborate on how we will go about achieving the transcript annotation.

SCC ASG President Report from Esther Chian

1. Santiago Canyon College ASG collaborated with our Health and Wellness Center in successfully implementing our semesterly Stress Less Week the week before finals, which was November 28th-Dec 1st. Activities included Paws For Stress Relief, Fruit Smash, and Karaoke. We also gave out Scantrons, snacks, and water. We are glad that it was quite successful and we look forward to doing it again next semester.
2. SCC ASG had our last Council Meeting of the semester on December 1st. We are happy to have concluded the semester with a strong team of dedicated student leaders who will be ready and invigorated to continue serving their fellow students of SCC next semester. Our executive board, including myself, will continue to meet weekly over the winter break to begin planning for the Spring Semester.

I wish everyone happy holidays!

End Report.

Classified Report to RSCCD Board of Trustees
December 12, 2016

Sean Patrick Small, Technology and Production Coordinator
Fine and Performing Arts

Report:

Good Evening respected members of the RSCCD Board of Trustees. I am Sean Small, I have been with the District for 19 years. You may remember me as the CSEA 579 President, which I will be until December 31st at 11:59pm. At that time Connie Ramos will be taking over as CSEA 579 President, and I will become Past President.

Before I get on with my report, I wanted to take the time to thank the board for our negotiations process thus far. The process has been handled with mutual respect, professionalism, and transparency from the district negotiators, which I have to say is greatly appreciated by the Classified Staff of RSCCD. Now, back to my report.

As I mentioned I have been with the District for 19 years. I love this district, I love the communities we serve and I feel we educate the students better than any other district. I have been married to my wife for 20 years and together we have 3 children. As a side note my oldest son is a senior in the Business Academy at Oceanview High School and my daughter is a junior at the Orange County School of the Arts. Education runs in our family as my wife works in HR at Garden Grove Unified. Prior to my career here at Santa Ana College I was at a local professional theatre, and it was my intent to bring that level of professional technical product to SAC. In addition, I have maintained my professional career as a Lighting and Scenic Designer for many regional theatres and Universities. I have done this to make sure I am bringing current market skills to our instructional goals at SAC. Currently, I am expanding my education into Video Game Design, through the Rochester Institute of Technology and the University of Advancing Technology, in the hopes of bringing those skills to SAC as well.

The work I perform for this district is more visible then other classified, only in that I bring forth the artistic vision for Theatre Arts, Dance and Music in Phillips Hall, keep the departments on top of Technology, work directly with Faculty and Staff in a hands on capacity, as well as work with the CTE program Entertainment Lighting Technology and provide the technical and artistic foundations for the Children's Theatre Program and the Theatre Arts Film Program. Also I am the only person in my Job Class in the District. For example, the set you sat on when you were in Phillips Hall, was but a small sample of our handiwork. However, I do not do it alone, I have one Part Time ongoing staff member and 4 short term employees that assist me in working with the students and faculty. Before the layoffs we had 4 On-going staff members and a handful of short term employees. As programs continue to grow and expand, it is becoming harder and harder to keep up with post layoff levels of staff, and relying more and more on short term staff to maintain the level of professional quality we have grown to be known for.

Classified Report to RSCCD Board of Trustees (contd.)

One of the most rewarding aspects of my job, is helping with the CTE program Entertainment Lighting Technology with faculty member Valinda Tivenan. Through my outside professional career I am able to maintain a close working relationship with Disney which allows me to assist placing our students into Disney Technical Services after completing the ELT Certificate program. The entry level positions we place the students into start at \$23/hour, which as you can imagine is life changing for many of our students. One of our many success stories was a student from Middle College High School, Jonathan Ramos, who completed our program and now is an Assistant Technical Director at Disney. We have reached a place with Disney where are students are preferred to as compared to students from other colleges, as they know the quality of preparedness they have. It is so humbling to be a part of changing our student's lives, and that energizes me to come to work every day and help do my part to make Santa Ana College the best.

I would also like to take a moment to honor and thank our Classified who are retiring or have retired:

Member Name – Years of Service at Retirement

Thomas Andrews – 18 years
Stephen Brennan – 24 years
Victoria Dillon – 35 years
Dianne Freeman – 20 years
Patricia Hall – 15 years
Gary Kinney – 34 years
Olivia Lopez – 27 years
Julieta Monzon – 32 years
Maritza Morrow – 41 years
Raydene Puente -27 years
Christie Steward – 41 years
Barbara Garrahy – 15 years
Marsha Carmichael – 18 years
Rene Basurto -11 years
Vanloon Anna – 40 years
Lisa Miller - 35 years
Eileen Vink – 31 years

As you can see classified members stay with this district because they love it, they love being here. The inverse side of this list is we are losing all of that experience, and while we are happy and want to honor them, we are also sad because we will miss them and the experience they brought with them. –End

Board Meeting Report – SAC Academic Senate President
December 12, 2016

The faculty at Santa Ana College have completed another successful fall semester. The SAC senate had its last meeting on Tuesday November 22nd. The first reading of the SAC Tech Plan was on the agenda for that meeting, but the action was postponed until the next meeting to provide senators with more time to review the plan. Senators also requested that a discussion of student concerns resulting from the recent presidential campaign and election be placed on the agenda for the spring retreat. A workgroup was formed to review statewide efforts to create guided pathways for student success and completion. The workgroup will present its findings to the senate early in the spring semester. President-Elect Monica Zarske represented the SAC Senate at the OC Top 125 Workplaces award ceremony where Santa Ana College was recognized. The SAC senate's spring retreat will be held on Wednesday February 8th.