

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT (RSCCD)**

**2323 North Broadway, #107**

**Santa Ana, CA 92706**

**Board of Trustees**

**(Regular meeting)**

**Monday, February 27, 2017**

**MINUTES**

**1.0 PROCEDURAL MATTERS**

1.1 Call to Order

The meeting was called to order at 4:35 p.m. by Mr. John Hanna. Other members present were Ms. Claudia Alvarez, Ms. Arianna Barrios, Mr. Zeke Hernandez, Mr. Larry Labrado, Ms. Nelida Mendoza, and Ms. Esther Chian. Mr. Phillip Yarbrough arrived at the time noted.

Administrators present during the regular meeting were Ms. Judy Chitlik, Mr. Peter Hardash, Dr. John Hernandez, Mr. Enrique Perez, Dr. Raúl Rodríguez, and Dr. Linda Rose. 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 Dr. Bonita Jaros, Professor/Coordinator, Institutional Effectiveness & Assessment, Santa Ana College (SAC).

Mr. Hanna asked for a moment of silence for the Rancho students entering the new semester and especially the students who have to worry about coming home and maybe not having their parents there when they get home.

1.3 Approval of Additions or Corrections to Agenda

It was moved by Ms. Mendoza and seconded by Ms. Alvarez to approve revised pages to Item 7.2 (Classified Personnel). The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, and Ms. Mendoza. Student Trustee Chian's advisory vote was aye.

1.4 Public Comment

Ms. Rosemarie Hirsch spoke on behalf of Ms. Becky Haglund and Ms. Mary Steckler regarding the proposal to the district from the Faculty Association of Rancho Santiago Community College District (FARSCCD).

Ms. Kristen Guzmán spoke regarding the proposal to the district from FARSCCD.

1.5 Approval of Minutes

It was moved by Mr. Labrado and seconded by Ms. Alvarez to approve the minutes of the meeting held February 6, 2017. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, and Ms. Mendoza. Student Trustee Chian’s advisory vote was aye.

1.6 Approval of Consent Calendar

It was moved by Mr. Labrado and seconded by Ms. Barrios 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 4.7 (Criminal Justice Academies [CJA] Amendment Number Eleven to Contract #Z1000000068 with County of Orange), 4.8 (CJA Amendment Number Six to Contract #MA-060-11010909 with County of Orange), and 4.9 (CJA Amendment Number One to Contract #MA-060-13010027 with County of Orange) removed from the Consent Calendar by Ms. Barrios; and Item 5.3 (Ratification of Award of Bid #1310 for Door Hardware Replacement at SAC) removed from the Consent Calendar by Ms. Alvarez. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, and Ms. Mendoza. Student Trustee Chian’s advisory vote was aye.

4.1 Adoption of Resolution No. 17-04 – California Guided Pathways Project

The board adopted Resolution No. 17-04 – California Guided Pathways Project and authorized the chancellor or his designee to sign and enter into a related contractual agreement.

4.2 Approval of New Educational Affiliation Agreement for Occupational Therapy Assistant (OTA) Program with BHC Alhambra Hospital

The board approved the new educational affiliation agreement for the OTA program with BHC Alhambra Hospital in Rosemead, California.

4.3 Approval of New Educational Affiliation Agreement for Occupational Therapy Assistant Program with El Monte City School District

The board approved the new educational affiliation agreement for the OTA program with El Monte City School District in El Monte, California.

4.4 Approval of New Educational Affiliation Agreement for Occupational Therapy Assistant Program with PRN Desert Rehabilitation Institute

The board approved the new educational affiliation agreement for the OTA program with PRN Desert Rehabilitation Institute in El Centro, California.

4.5 Approval of New Educational Affiliation Agreement for Speech-Language Pathology Assistant Program with SenseAbilities Therapy Group

The board approved the new educational affiliation agreement for the Speech-Language Pathology Assistant program with SenseAbilities Therapy Group in Riverside, California.

1.6 Approval of Consent Calendar (contd.)

4.6 Approval of New Educational Affiliation Agreement for Speech-Language Pathology Assistant Program with Del Sol School

The board approved the new educational affiliation agreement for the Speech-Language Pathology Assistant program with Del Sol School in Cypress, California.

4.10 Approval of Renewal of Clinical Community Health Training Affiliation Agreement for Nursing Program with Vanguard University

The board approved renewal of the clinical community health training affiliation agreement for the nursing program with Vanguard University located in Costa Mesa, California.

4.11 Approval of College Central Network, Inc. Career Services Central Application Service Provider (ASP) Agreement

The board approved the College Central Network, Inc. Career Services Central ASP agreement as presented.

4.12 Approval of Amendment No. 1 to Contract No. 105916 Professional Services Agreement for Fire Technology Wellness Program with City of Glendale

The board approved Amendment No. 1 to contract No. 105916 professional services agreement for the fire technology wellness program with the city of Glendale in California.

4.13 Approval of Fire Technology Agreement Renewal with State of California, Department of Parks and Recreation

The board approved the agreement renewal with the State of California, Department of Parks and Recreation in San Clemente, California.

4.14 Approval of Lease Agreement between Rancho Santiago Community College District and Santa Ana Unified School District (SAUSD)

The board approved the five-year lease agreement with SAUSD for classroom and support facilities at the Remington Elementary facility.

4.15 Approval of Instructional Services Agreement with Orange Unified School District (OUSD)

The board approved the instructional services agreement with OUSD to give authorization to Santiago Canyon College (SCC) Orange Education Center (OEC) to provide noncredit courses to adults leading to an adult high school diploma for the period of March 10, 2017, through June 30, 2018, as presented.

5.1 Approval of Payment of Bills

The board approved payment of bills as submitted.

1.6 Approval of Consent Calendar (contd.)

5.2 Approval of Budget Increases/Decreases and Budget Transfers

The board approved budget increases, decreases and transfers from January 23, 2017, to February 10, 2017.

5.4 Approval of Appointment to Measure E Citizens' Bond Oversight Committee

The board approved the appointment for the Measure E Citizens' Bond Oversight Committee for the 2017 calendar year as presented.

5.5 Approval of Appointments to Measure Q Citizens' Bond Oversight Committee

The board approved the appointments for the Measure Q Citizens' Bond Oversight Committee for the 2017 calendar year as presented.

5.6 Approval of Purchase Orders

The board approved the purchase order listing for the period December 7, 2016, through January 31, 2017.

6.1 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:

-Calrecycle Beverage Container Recycling Grant (District)	\$ 191,200
-Career Technical Education Data Unlocked Initiative (District) – <i>Augmentation</i>	\$ 80,000
-Disabled Students Programs & Services (DSPS) (SAC)	\$ 1,167,322
-Project RAISE (Regional Alliance in STEM [Science, Technology, Engineering, and Mathematics] Education) – Year 1 (SAC)	\$ 20,000
-Strong Workforce Program – Regional Share (District)	\$26,038,597
-Urban Agriculture Community-Based Research Experience (U-ACRE 3.0) (SAC)	\$ 16,500
-Workforce Investment Act Title I – Youth Grand/Seeds to Trees – Career Academy Scholars Program (SAC)	\$ 6,539

6.2 Approval of Sub-Agreement between RSCCD and Cerritos, Citrus, Coast, Compton, El Camino, Glendale, Long Beach, Los Angeles, Mt. San Antonio, North Orange County, Pasadena Area, Rio Hondo, Santa Monica, and South Orange County Community College Districts for Strong Workforce Program – Regional Funds Initiative

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.

1.6 Approval of Consent Calendar (contd.)

6.3 Approval of Sub-Agreement between RSCCD and Concentric Sky for Career Technical Education (CTE) Data Unlocked Initiative

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.

The board president asked the Santa Ana College Student President to give her report at this time since she had to leave early to attend a class.

3.4 Reports from Student Presidents

Ms. Lisette Cervantes, Student President, Santa Ana College, provided a report to the board.

**2.0 BOARD PLANNING SESSION**

2.1 Board of Trustee's Annual Planning Session

Mr. Perez, Interim Vice Chancellor, Educational Services, indicated the planning session included the following documents and activities:

- A review of the Board's Planning Design, as adopted on February 19, 2013.
- An Annual Progress Report on the Rancho Santiago Community College District Goals.
- Enrollment and Marketing Trends/Activities

Mr. Perez presented the district's mission statement, planning design, participatory governance, planning process, and strategic plan, which identified the objectives to achieve RSCCD goals, the quantitative data to support the objectives, the responsible party to oversee/complete each objective, and progress and final reports presented to the board and distributed to college/district.

Mr. Yarbrough arrived during Mr. Perez' presentation.

Ms. Nga Pham, Director of Research, presented an external environmental scan of the district's community growth projections, Orange County's (OC) population shift by age, OC births, and top OC occupations by growth. In addition, she presented an internal scan of SAC and SCC's successful course completion, Associate of Art (AA) and Associate of Science (AS) degrees and certificates awarded, high school diplomas and certificates of completion awarded, matriculation of continuing education students to credit programs, student transfers to four-year institutions, and financial aid awarded to students. Ms. Pham gave a brief overview of the planning design manual and supporting data for the 2016-2019 strategic plan during her presentation.

2.1 Board of Trustee's Annual Planning Session (contd.)

Dr. Bonita Jaros, Professor/Coordinator, Institutional Effectiveness & Assessment, SAC, presented the planning process for Santa Ana College on the current planning structure, Educational Master Plan, enhancement of integrated planning and institutional effectiveness at SAC, and SAC's planning connection to the district.

Mr. Aaron Voelcker, Dean of Institutional Effectiveness, Library and Learning Support Services, SCC, presented the planning process for SCC, on the mission statement, collegial governance, integrated planning, planning calendar, institutional goals, and shared objectives.

Mr. Hernandez, President, SCC, and Dr. Rose, President, SAC, presented enrollment strategies for Spring 2017 for their respective colleges.

Board members received clarification on data presented in the report from Mr. Hernandez, Dr. Jaros, Mr. Perez, Ms. Pham, Dr. Rose, Dr. Rodríguez, and Mr. Voelcker.

**3.0 INFORMATIONAL ITEMS AND ORAL REPORTS**

3.1 Report from the Chancellor

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

3.2 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

3.3 Report from Student Trustee

Ms. Chian provided a report to the board.

3.4 Reports from Student Presidents

Ms. Esther Chian, Student President, Santiago Canyon College, provided a report to the board (Ms. Cervantes provided a report after Item 1.6 [Consent Calendar]).

3.5 Report from Classified Representative

Ms. Theresa Hagelbarger, Career Technical Education Internship Coordinator, provided a report to the board on behalf of the classified staff relating to California School Employees Association members serving students through SAC Career Technical Education internships.

### 3.6 Reports from Academic Senate Presidents

The following academic senate representatives provided reports to the board:

Mr. Michael DeCarbo, Academic Senate President, Santiago Canyon College  
Dr. Elliott Jones, Academic Senate President, Santa Ana College

## 4.0 INSTRUCTION

Items 4.1, 4.2, 4.3, 4.4, 4.5, 4.6, and 4.10 through 4.15 were approved as part of Item 1.6 (Consent Calendar).

### 4.7 Approval of Criminal Justice Academies (CJA) Amendment Number Eleven to Contract #Z1000000068 with County of Orange

It was moved by Mr. Yarbrough and seconded by Mr. Labrado to approve the CJA Amendment Number Eleven to Contract #Z1000000068 with the County of Orange in Santa Ana, California. Ms. Barrios recused herself due to a potential conflict of interest and Ms. Mendoza recused herself due to her employment with the County of Orange. The motion carried with the following vote: Aye – Ms. Alvarez, Mr. Hanna, Mr. Hernandez, Mr. Labrado, and Mr. Yarbrough. Student Trustee Chian’s advisory vote was aye.

### 4.8 Approval of Criminal Justice Academies Amendment Number Six to Contract #MA-060-11010909 with County of Orange

It was moved by Mr. Yarbrough and seconded by Mr. Labrado to approve the CJA Amendment Number Six to Contract #MA-060-11010909 with the County of Orange in Santa Ana, California. Ms. Barrios recused herself due to a potential conflict of interest and Ms. Mendoza recused herself due to her employment with the County of Orange. The motion carried with the following vote: Aye – Ms. Alvarez, Mr. Hanna, Mr. Hernandez, Mr. Labrado, and Mr. Yarbrough. Student Trustee Chian’s advisory vote was aye.

### 4.9 Approval of Criminal Justice Academies Amendment Number One to Contract #MA-060-13010027 with County of Orange

It was moved by Mr. Yarbrough and seconded by Mr. Labrado to approve the CJA Amendment Number One to Contract #MA-060-13010027 with the County of Orange in Santa Ana, California. Ms. Barrios recused herself due to a potential conflict of interest and Ms. Mendoza recused herself due to her employment with the County of Orange. The motion carried with the following vote: Aye – Ms. Alvarez, Mr. Hanna, Mr. Hernandez, Mr. Labrado, and Mr. Yarbrough. Student Trustee Chian’s advisory vote was aye.

## **5.0 BUSINESS OPERATIONS/FISCAL SERVICES**

Items 5.1, 5.2, 5.4, 5.5, and 5.6 were approved as part of Item 1.6 (Consent Calendar).

### **5.3 Ratification of Award of Bid #1310 for Door Hardware Replacement at Buildings C (Fine Arts), H (Hammond Hall), L (Library), R (Russell Hall), and S (Administration) at Santa Ana College**

It was moved by Mr. Labrado and seconded by Ms. Alvarez to ratify the award of Bid #1310 for door hardware replacement at Buildings C, H, L, R, and S at SAC as presented. Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Ms. Mendoza, and Mr. Yarbrough. 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.

## **6.0 GENERAL**

Items 6.1, 6.2, and 6.3 were approved as part of Item 1.6 (Consent Calendar).

### **6.4 Board Member Comments**

Ms. Alvarez, Mr. Hernandez, Mr. Hanna, and Mr. Yarbrough provided a report on the Association of Community College Trustees (ACCT) Community College National Legislative Summit held in Washington, D.C. on February 13-16, 2017. Mr. Hernandez reported that he attended the ACCT New Trustee Academy on February 13, 2017, and the California Delegation breakfast meeting on February 15, 2017, in addition to the Legislative Summit. The trustees reported that they met with legislators and discussed issues relating to protecting students with the Deferred Action for Childhood Arrivals (DACA) immigration policy, Career Technical Education (workforce training), and advocacy on behalf of community colleges.

Ms. Alvarez reported she and Mr. Hanna attended the legal portion of the ACCT conference where she received materials that she plans to provide for distribution to appropriate committees to ensure compliance with the latest legal requirements.

Mr. Hanna reminded board members that Board Policy 2740 Board Education requires board members to provide a report on the activity to the board at the next regularly scheduled board meeting. He asked if trustees that attended the conference share materials with trustees that were not able to attend.

Mr. Hernandez reported that he attended the SAC Academic Senate retreat on February 8, 2017, the SCC Academic Senate business meeting on February 21, 2017, and a networking reception on February 23, 2017, hosted by the California Women’s Leadership Association and Orange County Taxpayer’s Association.

6.4 Board Member Comments (contd.)

Mr. Hernandez commended Congressman Lou Correa on his immigration forum held on February 24, 2017.

Mr. Hernandez reported that he participated in the Santa Ana Unified School District School Services Neighborhood Walk on February 25, 2017, with Mr. John Palacio, Board President, SAUSD, and a student promoting Heroes School.

As president of the League of United Latin American Citizens (LULAC), Mr. Hernandez indicated he attended a community reception on February 22, 2017, where Dr. Rose and Dr. Stefanie Phillips, SAUSD superintendent, were recognized as top educators. Ms. Mendoza indicated she was honored to introduce Dr. Rose at this event.

Since Mr. Yarbrough participated in the February 6, 2017, board meeting via teleconference and left the meeting before board members' comments were heard, he provided a report on the Community College League of California Legislative Conference (January 29-30) held in Sacramento.

Ms. Mendoza reported that she attend the convocations for SAC and SCC on February 10, 2017, and spoke on behalf of Board President Hanna.

Mr. Hanna commended staff on the information provided on Item 2.1 (Board Planning Session).

Mr. Hanna asked that the meeting be adjourned in memory of a friend and colleague, Mr. Louie Medina, who lost a long fight with cancer on February 26, 2017.

**RECESS TO CLOSED SESSION**

The board convened into closed session at 8:40 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) Dean
    - (2) Public Information Officer
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  
California School Employees Association (CSEA), Chapter 579  
California School Employees Association, Chapter 888
4. Public Employee Performance Evaluation (pursuant to Government Code Section 54957)
  - a. Chancellor
5. Public Employee Discipline/Dismissal/Release (pursuant to Government Code Section 54957[b][1])

Ms. Chian left the meeting at this time.

### **RECONVENE**

The board reconvened at 10:07 p.m.

#### **Public Comment**

There were no public comments.

#### **Closed Session Report**

Ms. Barrios reported during closed session the board discussed public employment, labor negotiations, the chancellor's evaluation, and public employee discipline/dismissal/release. Ms. Barrios reported the board ratified an eight-day suspension of a custodian during closed session with the following vote: Aye - Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Ms. Mendoza, and Mr. Yarbrough. Ms. Barrios reported the board took no other reportable action at this time.

## **7.0 HUMAN RESOURCES**

### **7.1 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. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Ms. Mendoza, and Mr. Yarbrough.

- Approve 2016-2017 Permanent Cabinet Annual Salary Schedule
- Approve 2016-2017 Permanent Management Annual Salary Schedule
- Approve New Job Descriptions
- Approve Appointments
- Approve Changes of Assignment

7.1 Management/Academic Personnel (contd.)

- Approve Interim Assignments
- Approve 2017-2018 Institutional Tenure Review Recommendations
- Ratify Resignations/Retirements
- Approve Adjusted Effective Dates of Retirement
- Approve Banked Leaves of Absence
- Approve Leaves of Absence
- Approve Adjusted 2015-2016 Contract Stipends
- Approve Beyond Contract/Overload Stipends
- Approve Adjusted Beyond Contract/Overload Hourly Step Increases
- Approve Adjusted Part-time Hourly FARSCCD Rates Due to Column Change
- 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. 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. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Ms. Mendoza, and Mr. Yarbrough.

- Approve 2016-2017 CSEA Salary Schedule
- Approve Out of Class Assignments
- Approve Changes in Position
- Approve Salary Placement Corrections
- Approve Professional Growth Increments
- Ratify Resignations/Retirements
- Approve Temporary Assignments
- Approve Additional Hours for Ongoing Assignments
- Approve Short Term Assignments
- Approve Substitute Assignments
- Approve Miscellaneous Positions
- Approve Instructional Associates/Associate Assistants
- Approve Community Service Presenters and Stipends
- Approve Student Assistant Lists & Stipends

7.3 Approval of Public Disclosure of Collective Bargaining Agreement between Rancho Santiago Community College District and California School Employees Association, Chapter 579

It was moved by Mr. Yarbrough and seconded by Mr. Labrado to approve the agreement with CSEA, Chapter 579 for the period of July 1, 2016, through June 30, 2017. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Ms. Mendoza, and Mr. Yarbrough.

7.4 Approval of Compensation Adjustment for Management and Cabinet Employees

It was moved by Mr. Yarbrough and seconded by Mr. Labrado to approve a 1.06% salary adjustment and a 0.5% off-schedule payment for management and cabinet employees effective July 1, 2016. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Ms. Mendoza, and Mr. Yarbrough.

7.5 Approval of Agreement with AON Consulting, Inc. for Benefit Plan Consultation Services

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

7.6 Approval of Employee Calendar for 2017-2018

It was moved by Mr. Yarbrough and seconded by Mr. Labrado to approve the 2017-2018 Employee Calendar. 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, March 13, 2017.

There being no further business, Mr. Hanna declared the meeting adjourned at 10:09 p.m., in memory of Mr. Louie Medina.

Respectfully submitted,

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Raúl Rodríguez, Ph.D.  
Chancellor

Approved: \_\_\_\_\_  
Clerk of the Board

Minutes approved: March 13, 2017