

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT (RSCCD)

2323 North Broadway, #107

Santa Ana, CA 92706

Board of Trustees

(Regular meeting)

Monday, September 25, 2017

MINUTES

1.0 PROCEDURAL MATTERS

1.1 Call to Order

The meeting was called to order at 5:00 p.m. by Ms. Nelida Mendoza. Other members present were Ms. Claudia Alvarez, Ms. Arianna Barrios, Mr. Larry Labrado, and Mr. Gregory Pierot. Mr. John Hanna, Mr. Zeke Hernandez and Mr. Phillip Yarbrough were present via teleconference.

Administrators present during the regular meeting were 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 Mr. Juan Esqueda, Student President, Santa Ana College (SAC).

1.3 Approval of Additions or Corrections to Agenda

It was moved by Ms. Alvarez and seconded by Mr. Labrado 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. Hernandez, Mr. Labrado, Ms. Mendoza, and Mr. Yarbrough. Student Trustee Pierot's vote was aye.

1.4 Public Comment

Dr. Regina Rei Lamourelle and Mr. Kelvin Leeds spoke regarding the district's proposal to FARSCCD.

1.5 Approval of Minutes

It was moved by Ms. Alvarez and seconded by Mr. Labrado to approve the minutes of the meeting held September 11, 2017. 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 Pierot's vote was aye.

1.6 Approval of Consent Calendar

It was moved by Mr. Labrado and seconded by Ms. Alvarez 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 Pierot’s vote was aye.

3.1 Approval of Amendment to Lease Agreement for Santa Ana College Arts Gallery Space at Santora Building in Santa Ana

The board approved the amendment to the lease agreement for the SAC Arts Gallery Space in the Santora Building located in Santa Ana, California.

3.2 Approval of Amendment to Clinical Training Affiliation Agreement for Nursing, Occupational Therapy Assistant (OTA), Pharmacy Technician, Speech Therapy, Emergency Medical Technician (EMT), and Medical Assistant Programs – Children’s Hospital of Orange County (CHOC) – Without Instructor

The board approved the amendment to the clinical training affiliation agreement for Nursing, OTA, Pharmacy Technician, Speech Therapy, EMT, and Medical Assistant Programs with CHOC located in Orange, California, as presented.

3.3 Approval of Health Sciences Program Agreement Renewal with Regents of University of California

The board approved the Health Sciences Program Agreement Renewal with the Regents of the University of California located in Irvine, California, as presented.

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 July 1, 2017, to September 12, 2017.

4.4 Approval of Amendment to Agreement with Marx Okubo Associates, Inc. for Districtwide Access Compliance Consulting Services for Various Sites

The board approved the amendment to the agreement with Marx Okubo Associates, Inc. for districtwide access compliance consulting services for various sites as presented.

4.5 Approval of Agreement for Central Plant Maintenance and Operations Services at Santa Ana College

The board approved the agreement for Central Plant Maintenance and Operations at SAC with ACCO Engineered Systems, Inc. as presented.

1.6 Approval of Consent Calendar (cont.)

4.6 Approval of Purchase Orders

The board approved the purchase order listing for the period July 16, 2017, through August 26, 2017.

5.1 Approval of Resource Development Items

The board approved budgets, accepted grants, and authorized the Vice Chancellor of Business Operations/Fiscal Services or his designee to enter into related contractual agreements on behalf of the district for the following:

- Basic Skills Initiative (SAC & Santiago Canyon College [SCC]) \$728,221
- Child Development Training Consortium (SAC & SCC) \$ 22,100
- Equality Employment Opportunity (EEO) – Diversity Allocation Funds (District) \$ 50,000
- Student Support Services – Regular Program – Year 3 (SCC) \$232,265
- Student Support Services – Veterans Program – Year 3 (SAC) \$232,265
- Student Support Services – Regular V – Year 2 (SAC) \$308,638
- Talent Search IV – Year 5 (SAC) \$381,792

5.2 Approval of Sub-Agreement between RSCCD and Friendly Center for Assembly Bill (AB) 104 Adult Education Block Grant (#DO-17-2224-03)

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.

5.3 Approval of Sub-Agreement between RSCCD and Santa Ana Unified School District for AB 104 Adult Education Block Grant (#DO-17-2224-04)

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.

5.4 Approval of First Amendment to Sub-Agreement between RSCCD and State Center Community College District for Career Technical Education (CTE) Data Unlocked Initiative

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.

5.5 Approval of First Amendment to Sub-Agreement between RSCCD and WestEd for CTE Data Unlocked Initiative

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.

1.6 Approval of Consent Calendar (cont.)

5.6 Approval of Training Agreement with Entrepreneurial Learning Initiative, Inc. for Strong Workforce Program – Regional Funds Initiative

The board approved the 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.

5.7 Approval of Sub-Agreement between RSCCD and Orange County Superintendent of Schools for Strong Workforce Program – Regional Funds Initiative (DO #17-2185-16)

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.

5.8 Approval of First Amendments to Sub-Agreements between RSCCD and Santa Barbara Community College District and State Center Community College District for CTE Data Unlocked Initiative

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.

2.0 INFORMATIONAL ITEMS AND ORAL REPORTS

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, President, Santiago Canyon College
Dr. Linda Rose, President, Santa Ana College

NOTE: At the April 24, 2017, board meeting Ms. Barrios asked that the enrollment reports presented by the college presidents be attached to the minutes.

2.3 Report from Student Trustee

Mr. Pierot provided a report to the board.

2.4 Reports from Student Presidents

The following student representatives provided reports to the board on behalf of the Associated Student Government (ASG) organizations:

Mr. Juan Esqueda, Student President, Santa Ana College
Mr. Edward Hou, Student President, Santiago Canyon College

2.5 Report from Classified Representative

Ms. Diane Vincent, Administrative Secretary, Continuing Education, Instruction and Community Services, Santiago Canyon College, provided a report to the board on behalf of the classified staff.

2.6 Reports from Academic Senate Presidents

The following academic senate representatives provided reports to the board:

Mr. Michael DeCarbo, Academic Senate President, Santiago Canyon College
Ms. Monica Zarske, Academic Senate President, Santa Ana College

2.7 Informational Presentation on Student Success Scorecard

Ms. Janice Love, Director of College Research, SAC; and Mr. Aaron Voelcker, Dean of Institutional Effectiveness, Library and Learning Support Services, SCC; provided a report on the 2017 Student Success Scorecard for Santa Ana College and Santiago Canyon College. The annual report is based upon college data submitted to the state through the Chancellor's Office management information system. Mr. Voelcker reviewed the background of the report including Assembly Bill 1417 and legislation authorizing the California Community Colleges Chancellor's Office (CCCCO) to design and implement a performance measurement system. The outcomes of the report are for the system as a whole and for individual colleges, and are not designed to rank colleges but to provide a consistent set of data for colleges to evaluate its progress over time. The scorecard shows how colleges perform on metrics designed to identify achievement gaps in three primary areas of the community college mission: basic skills, career technical education, and transfer. The report is available to the public on the CCCCCO website. Mr. Voelcker reviewed the 2015-2016 institutional profile for each college including a description of the college; annual unduplicated headcount of students, gender, age, and ethnicity of students; full-time equivalent student (FTES) information; course sections (credit and non-credit); median credit section size; percentage of full-time faculty; percentage of first generation students; and student counseling ratio

Mr. Voelcker and Ms. Love reviewed SAC and SCC data compared to the state average of the following seven momentum points: (1) remedial, (2) transfer level, (3) persistence, (4) 30+ units, (5) completion, (6) career development and college preparation, and (7) career technical education, and data for each indicator as described according to those who are "prepared" and those who are "unprepared" for college work. Mr. Voelcker stated that it was important to be able to track the information included in the scorecard so the colleges could build better programs,

2.7 Informational Presentation on Student Success Scorecard (cont.)

but the data did have limitations and shouldn't be taken out of context. Mr. Voelcker shared the following limitations: Students who do not have social security numbers are not included in the cohort data and the scorecard report is not a good source of information to track a student's year-to-year success. He also stated that the cohorts were being tracked for a six-year period (2011-2012 through 2015-2016).

Ms. Alvarez thanked staff for providing additional information that was requested during last year's presentation. She indicated that the data provided showed some RSCCD student figures had improved and others had declined. Ms. Alvarez asked if there were procedures on the improved figures that might be followed to improve the declined figures. Mr. Voelcker indicated that there were many initiatives that may contribute to the increases in the report but it takes time to see the full benefit of the initiatives. He reported that the campuses evaluate the initiatives independently through the Student Equity and Success Committee and the Integrated Plan (previously known as the Student Equity Report). He explained that as a condition of funding for each of the initiatives, it is the duty of whoever is managing that particular initiative to evaluate the effectiveness of that initiative or activity. Staff track the figures to see what is working or not working so those funds are allocated to the programs that have the greatest impact for student success.

Ms. Alvarez asked if the individuals in charge of the program are the ones evaluating the programs. Mr. Voelcker indicated the individuals in charge of the program, along with the Office of Institutional Effectiveness and Research, evaluate the programs. He further stated that when an activity is proposed for funding, it has to be approved by the Office of Institutional Effectiveness and Research which validates the method of evaluation and also begins collecting data needed for the evaluations.

Ms. Love indicated that she also works with different programs at SAC and she recently attended an intensive training on the California Guided Pathways project which plans to rank the programs that are successful. She plans to begin a study to review SAC's programs to determine which programs are the most successful and what components may have contributed to the success of those programs.

Ms. Alvarez asked for the measures that staff is using to evaluate the programs, how often the results are provided, and what is being done with the results.

Mr. Voelcker stated that he uses research to analyze the data for the evaluations. He gave an example of a program that used a logic model when the program began that indicated the outcomes that would be reached.

Ms. Alvarez asked if the evaluations that occurred reconciled with the local data that was provided. She asked if research had provided data on the programs' success in

2.7 Informational Presentation on Student Success Scorecard (cont.)

offering students what is needed to assist them in their education endeavors. Ms. Alvarez asked if the district is making the necessary decisions to support the programs that are successful.

Mr. Voelcker explained that there are different perspectives with which to review programs. He explained that if you review a program from an equity perspective, there are some programs that are not doing well, but if you take that disaggregation by a demographic root and look at the program as a whole, the average is that it is a benefit to our students. He used the embedded tutoring program at SCC as an example of a program that was not funded again by the Student Equity and Success Committee because it did not achieve the expected results. Mr. Voelcker indicated that the Research Department now approves the programs' evaluations.

Ms. Alvarez indicated she is interested in the local evaluations at each college and will forward written questions to staff. She thanked Ms. Love and Mr. Voelcker for the presentation.

Dr. Rose stated that as a requirement of the California Guided Pathways project at SAC, staff have begun reviewing every program as part of a planning process which includes the colleges' accreditation, planning documents, etc.

Ms. Alvarez indicated that State Chancellor Eloy Oakley spoke regarding the California Guided Pathways project at the recent National Association of Latino Elected and Appointed Officials (NALEO) conference she attended. She asked if SCC is also participating in the California Guided Pathways project. Dr. Hernandez indicated that SCC did not apply for the California Guided Pathways project but plans to participate in obtaining information from the state on the project. Ms. Alvarez asked that SAC share with SCC the data obtained as a participant of the California Guided Pathways project.

Mr. Hanna asked that the campus presidents include in their October 9, 2017, report to the board which programs listed in the CTE Metric Skills Builder slide (in PowerPoint presentation) require a state-mandated license to practice that profession.

2.8 Reports from Board Committee Chairpersons

Mr. Hernandez and Mr. Perez provided a report on the September 21, 2017, Orange County Community Colleges Legislative Task Force meeting.

3.0 INSTRUCTION

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

4.0 BUSINESS OPERATIONS/FISCAL SERVICES

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

4.3 Adoption of Resolution No. 17-23 – Conflict of Interest Code

It was moved by Mr. Labrado and seconded by Ms. Barrios to adopt Resolution No. 17-23 – Conflict of Interest Code as presented. Discussion ensued. Mr. Hanna asked that the motion be amended to include the following in Section 2 of the resolution: *“This section will not abrogate to BP 2710 and 3821.”* The amended motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Ms. Mendoza, and Mr. Yarbrough. Student Trustee Pierot’s vote was aye.

5.0 GENERAL

Items 5.1 through 5.8 were approved as part of Item 1.6 (Consent Calendar).

5.9 Board Member Comments

Mr. Hernandez and Ms. Alvarez provided a report on the NALEO California Statewide Policy Institute on Higher Education: Leadership to Meet the Needs of the 21st Century event they attended on September 22-23 in Carlsbad, California. Mr. Hernandez and Ms. Alvarez asked that the materials provided by NALEO at the conference be distributed to the trustees and academic senate presidents.

Ms. Alvarez asked that the Board Legislative Committee discuss Assembly Bill (AB) 847 Academic Senates: Membership at its October 12, 2017, meeting. Mr. Hanna asked that this item also be put on the agenda for the Board Policy Committee’s meeting to be held on October 3, 2017.

Ms. Alvarez asked that the colleges inform students of monies awarded to Cal Grant recipients who did not collect the monies awarded to them.

At the NALEO conference, Ms. Alvarez indicated that participants were encouraged to work regionally with other community colleges, universities, and the business community. She asked that the business community be invited to the joint meeting with Santa Ana Unified School District (SAUSD) on October 16 and if that is not possible, they be invited to a follow-up meeting. Mr. Hanna asked that invitations to attend the October 16, 2017, meeting be sent to the members of chambers in the Rancho district, Orange County Central Labor Council, etc. He indicated that the business community is welcome to attend, but the agenda has already been set and asked that after the October 16, 2017, meeting, another meeting be held to focus on the K-14 perspective of career technical pathways.

5.9 Board Member Comments (cont.)

Mr. Hernandez reported that he attended the Board of Governors (BOG) meeting at Santa Ana College on September 18 and 19, 2017. He commended students for their participation and SAC staff on hosting the BOG events.

Mr. Yarbrough reported that he and Mr. Hernandez plan to provide a presentation on Deferred Action for Childhood Arrivals (DACA) at the Association of Community College Trustees (ACCT) Annual Leadership Congress on September 27, 2017. He asked that the presentation be placed on the district's website.

Mr. Hanna and Ms. Alvarez thanked Mr. Hernandez and Mr. Yarbrough for their work on the DACA presentation and expressed their support for the DACA students.

Mr. Hanna thanked Dr. Rodríguez and Dr. Rose for hosting a reception for the Board of Governors on September 18, 2017. He indicated that the BOG spoke highly of SAC staff who were committed to serving students even in the midst of major construction on campus.

Since three board members were participating in the meeting via telephone, Mr. Hanna thanked the four remaining board members for their attendance at the meeting to meet quorum requirements.

RECESS TO CLOSED SESSION

The board convened into closed session at 7:39 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
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
4. Public Employee Discipline/Dismissal/Release (pursuant to Government Code Section 54957[b][1])

Mr. Pierot left the meeting at the beginning of closed session.

Mr. Yarbrough left the meeting (via telephone) at the end of closed session.

RECONVENE

The board reconvened at 8:30 p.m.

Closed Session Report

Ms. Barrios reported that during closed session the board discussed public employment, anticipated/potential litigation, and labor negotiations, and the board authorized a settlement of potential litigation in exchange for a monetary payment that involved other non-monetary provisions.

Public Comment

There were no public comments.

6.0 HUMAN RESOURCES

6.1 Management/Academic Personnel

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

- Approve Adjusted Effective Dates for Salary Placement/Change in Grade Level
- Approve Changes of Effective Date for Ratification of Resignation/Retirement
- Approve Hiring of Long-term Substitutes per Education Code 87481 & 87482
- Approve Changes of Location
- Approve 2017-2018 Contract Stipends
- Approve Final Salary Placements
- Approve 2017-2018 Contract Extension Days
- Approve Adjusted Effective Dates/Reasons for Leave of Absence
- Approve Leaves of Absence
- Approve Beyond Contract/Overload Stipends
- Approval of Part-time Hourly New Hires/Rehires
- Approval of Non-paid Instructors of Record

6.2 Classified Personnel

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

- Approve New Appointments
- Approve Changes in Position
- Approve Changes in Salary Placement

6.2 Classified Personnel (cont.)

- Approve Out of Class Assignments
- Approve Leaves of Absence
- Approve Temporary to Hourly Ongoing Assignments
- Ratify Resignations/Retirements
- Approve Temporary Assignments
- Approve Additional Hours for Ongoing Assignments
- Approve Substitute Assignments
- Approve Miscellaneous Positions
- Approve Instructional Associates/Associate Assistants
- Approve Volunteers
- Approve Student Assistant Lists

6.3 Authorization for Board Travel/Conferences

It was moved by Mr. Labrado and seconded by Ms. Alvarez to authorize the submitted conference and travel by a board member. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, and Ms. Mendoza.

6.4 Adoption of Resolution No. 17-24 authorizing payment to Trustee Absent from Board Meetings

It was moved by Mr. Labrado and seconded by Ms. Alvarez to adopt Resolution No. 17-24 for authorization of payment to Mr. Phil Yarbrough for his absence from the September 11, 2017, board meeting due to illness. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, and Ms. Mendoza.

7.0 ADJOURNMENT –

The next regular meeting of the Board of Trustees will be held at Santiago Canyon College, 8045 E. Chapman Ave., Orange, California, on October 9, 2017.

There being no further business, Ms. Mendoza declared the meeting adjourned at 8:34 p.m., in remembrance of the victims of the recent natural disasters and asked that we keep the victims, family, and survivors in our prayers.

Respectfully submitted,

Raúl Rodríguez, Ph.D., Chancellor

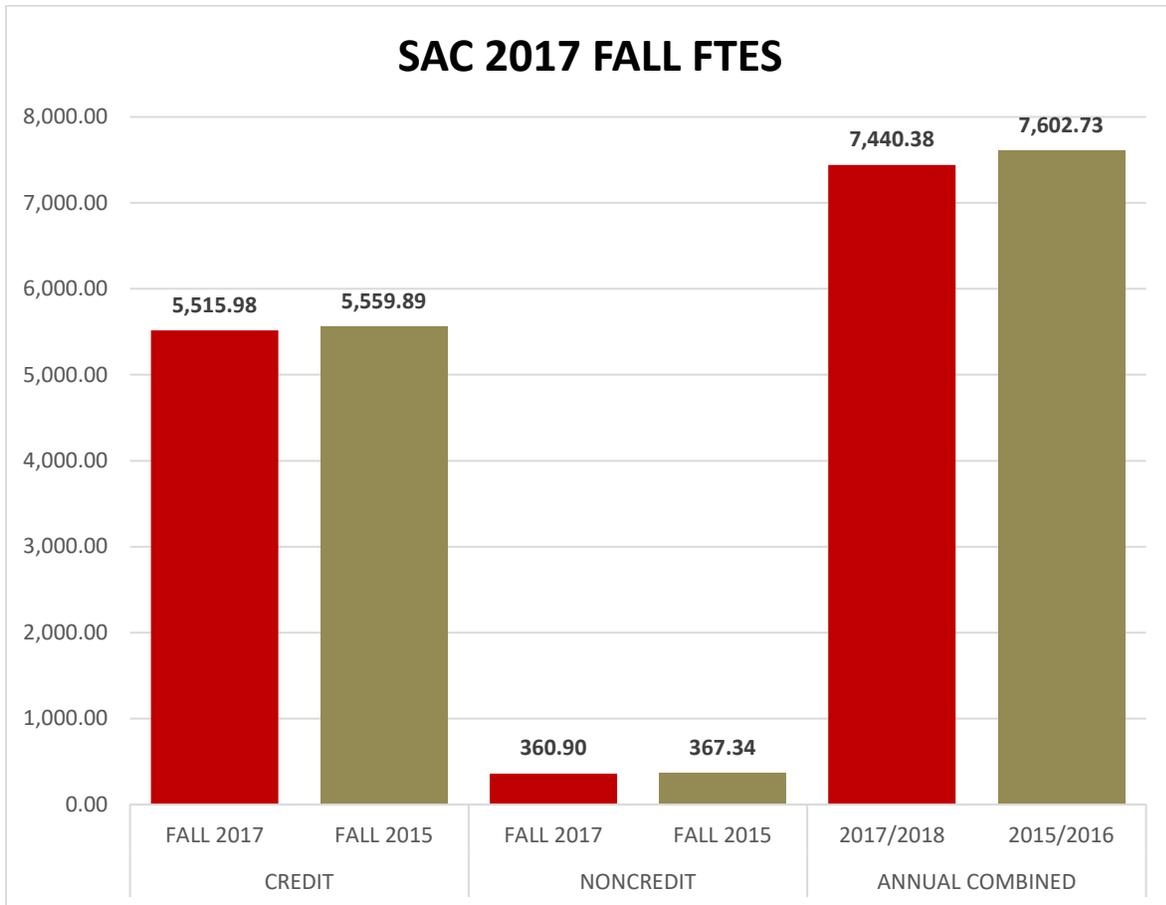
Approved: _____ Clerk of the Board

Minutes approved: October 23, 2017



SAC 2017 FALL ENROLLMENT SNAPSHOT

Date: 09/22/17



PROJECTED FTES

TERMS	2017/2018	DIFF	PCT
CREDIT FALL TARGET	6,882		
CREDIT FALL PROJECTION	6,882	0	0%
NONCREDIT FALL TARGET	1,750		
NONCREDIT FALL PROJECTION	1,750	0	0%
COMBINED ANNUAL TARGET	20,407		
COMBINED ANNUAL PROJECTION	20,407	0	0%

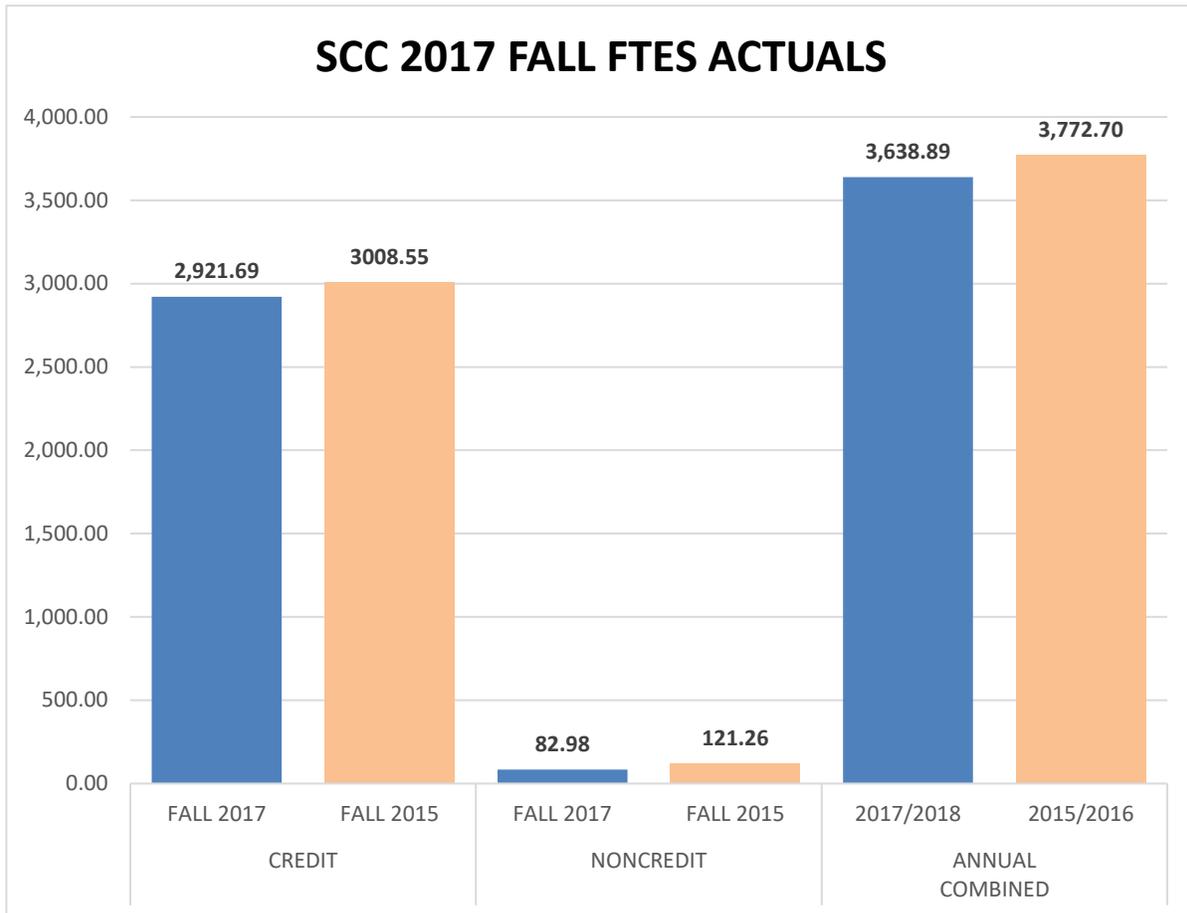
SOURCES:

Executive Dashboard - RG540 report



SCC 2017 FALL ENROLLMENT SNAPSHOT

Date: 09/22/17



PROJECTED FTES

TERMS	2017/2018	DIFF	PCT
CREDIT FALL TARGET	3033		
CREDIT FALL PROJECTION	3013	-20	-0.7%
NONCREDIT FALL TARGET	400		
NONCREDIT FALL PROJECTION	400	0	0.0%
COMBINED ANNUAL TARGET	8502		
COMBINED ANNUAL PROJECTION	8502	0	0.0%

SOURCES:

Executive Dashboard