

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

**Board of Trustees (Regular meeting)**

**Monday, December 4, 2017**

**MINUTES**

**1.0 PROCEDURAL MATTERS**

1.1 Call to Order

The meeting was called to order at 4:35 p.m. by Ms. Nelida Mendoza. Other members present were Ms. Claudia Alvarez, Ms. Arianna Barrios, Mr. Zeke Hernandez, Mr. Larry Labrado, Mr. Phillip Yarbrough, and Mr. Gregory Pierot. Mr. John Hanna 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 Ms. Narges Rabii-Rakin, History Professor, Santiago Canyon College (SCC).

Mr. Hanna arrived at this time.

1.3 Presentation of District Annual Financial Audit

Ms. Tina Henton and Mr. David Robydek, auditors from CliftonLarsonAllen LLP, reviewed the RSCCD Independent Audit Report and rendered an unmodified opinion on the financial statements. Board members received clarification on data related to the presentation from Ms. Henton and Mr. Robydek.

1.4 Approval of Additions or Corrections to Agenda

It was moved by Mr. Yarbrough and seconded by Ms. Alvarez to approve a revised page 2 of the agenda, and addendums for Item 7.1 (Academic/Management Personnel) and Item 7.2 (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.

### 1.5 Public Comment

Ms. Dannie Ceseña, Ms. Laura Kanter, and Mr. Kelvin Leeds spoke regarding Mr. Yarbrough's comments on Resolution No. 17-21 – Supporting the Travel Restrictions Identified in Assembly Bill 1887 that he made during the October 23, 2017, board meeting.

Mr. Ernesto Medrano agreed to share his comments during Item 4.4 (Memorandum of Understanding [MOU] for Use of Multi-Craft Core Curriculum [MC3] with Los Angeles/Orange Counties Building and Construction Trades Council) and Item 4.5 (Multi-Craft Core Curriculum Online Format Licensing Agreement with North America's Building Trades Unions).

### 1.6 Approval of Minutes

It was moved by Mr. Labrado and seconded by Mr. Yarbrough to approve the minutes of the regular meeting held November 13, 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.

### 1.7 Approval of Consent Calendar

It was moved by Mr. Yarbrough and seconded by Mr. Labrado 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 4.6 (Santa Ana College [SAC] MOU with Mexican Consulate in Santa Ana, California), Item 5.4 (Amendment to Agreement with Leland Saylor Associates for On-Call Cost Estimating Consulting Services for Various Projects Districtwide), and Item 5.10 (Contract with Canon USA, Inc.) removed from the Consent Calendar by Mr. Hernandez. 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.

#### 4.1 Approval of Guided Pathways Self-Assessment Tool

The board approved the Guided Pathways Self-Assessment Tool as presented.

#### 4.2 Approval of Special Report Bachelor of Science in Occupational Studies for Accrediting Commission for Community and Junior Colleges (ACCJC)

The board approved the Special Report Bachelor of Science in Occupational Studies for ACCJC as presented to be submitted before December 8, 2017.

#### 4.3 Approval of Contract between City of Santa Ana and RSCCD on behalf of Santa Ana College

The board approved the contract between the City of Santa Ana and RSCCD on behalf of SAC as presented.

1.7 Approval of Consent Calendar (cont.)

- 4.7 Approval of 2017-2019 Integrated Plans: Basic Skills Initiative, Student Equity, and Student Success & Support Program for Santiago Canyon College and Santa Ana College  
The board approved the 2017-2019 Integrated Plans: Basic Skills Initiative, Student Equity, and Student Success & Support Program for SCC and SAC as presented.
- 4.8 Approval of Proposed Revisions for 2018-2019 Santa Ana College Catalog  
The board approved the proposed revisions for the 2018-2019 SAC catalog.
- 4.9 Approval of Proposed Revisions for 2017-2018 Santiago Canyon College Catalog Addendum  
The board approved the proposed revisions for the 2017-2018 SCC catalog addendum.
- 4.10 Approval of Instructional Services Agreement with Goodwill Industries of Orange County  
The board approved the Instructional Services Agreement with Goodwill Industries of Orange County.
- 4.11 Approval of Continuing Education Cost Agreement with National Career Advancement Institute  
The board approved the Continuing Education Cost Agreement with National Career Advancement Institute.
- 4.12 Approval of Community Services Cost Agreement with National Career Advancement Institute  
The board approved the Community Services Cost Agreement with National Career Advancement Institute for the period of December 4, 2017, through June 30, 2019, as presented.
- 4.13 Approval of Revised Santiago Canyon College Mission Statement  
The board approved the revised SCC mission statement as presented.
- 5.1 Approval of Payment of Bills  
The board approved payment of bills as submitted.
- 5.2 Approval of Budget Transfers and Budget Increases/Decreases  
The board approved budget transfers, increases, and decreases during November 1-17, 2017.
- 5.5 Approval of Agreement with MTGL, Inc. for Geotechnical Testing and Inspection Consulting Services for Science Center at Santa Ana College  
The board approved the agreement with MTGL, Inc. for geotechnical testing and inspection consulting services for the Science Center at SAC as presented.

1.7 Approval of Consent Calendar (cont.)

5.6 Approval of Agreement with Twining, Inc. for Materials Testing and Special Inspection Services for Science Center at Santa Ana College

The board approved the agreement with Twining, Inc. for materials testing and special inspection services for the Science Center at SAC as presented.

5.7 Approval of Amendment to Agreement with Alta Environmental for Hazardous Materials Testing and Inspection Consulting Services for Central Plant, Infrastructure and Mechanical Upgrades Project at Santa Ana College

The board approved the amendment to the agreement with Alta Environmental for hazardous materials testing and inspection consulting services for the Central Plant, infrastructure and mechanical upgrades project at SAC as presented.

5.8 Approval of Amendment to Agreement with Lenax Construction Services, Inc. for Cost Estimating Consulting Services for new Johnson Student Center at Santa Ana College

The board approved the amendment to the agreement with Lenax Construction Services, Inc. for cost estimating consulting services for the new Johnson Student Center at SAC as presented.

5.9 Acceptance of Completion of Bid #1334 for S Portables Removal at Santiago Canyon College and Approval of Recording of Notice of Completion

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

5.11 Approval of Purchase Orders

The board approved the purchase order listing for the period October 22, 2017, through November 11, 2017.

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:

- Board Financial Assistance Program (BFAP) (SAC/SCC)	\$1,065,897
- California Early Childhood Mentor Program (SAC/SCC)	\$ 1,150
- California Work Opportunity and Responsibility to Kids (CalWORKSs)/Work Study/Temporary Assistance for Needy Families (TANF) (SAC)	\$ 492,350
- Community College Completion Grant (SAC/SCC)	\$ 273,000
- Cooperative Agencies Resources for Education (CARE) (SAC)	\$ 99,410
- Early Head Start – Year 4 (District)	\$1,857,336
- Emergency Aid Funding for Dreamer Students (SAC/SCC)	\$ 281,288
- Extended Opportunity Programs & Services (EOPS) (SAC)	\$1,656,321
- Full-Time Student Success Grant (SAC/SCC)	\$ 824,909
- Santa Ana Middle College High School (SAC)– <i>Augmentation</i>	\$ 1,000

1.7 Approval of Consent Calendar (cont.)

6.1 Approval of Resource Development Items (cont.)

- Student Success and Support Program (SSSP) – Credit (SAC/SCC/District) \$6,978,297
- Student Success and Support Program – Non-Credit (Centennial Education Center) \$1,587,495
- United States Small Business Administration/California State University, Fullerton – Orange County/Inland Empire Regional Small Business Development Center Network (District) \$ 350,000
- Upward Bound V – Year 1 (SAC) – *Augmentation* \$ 7,510

6.2 Approval of First Amendment to Sub-Agreement between RSCCD and Garden Grove Unified School District for Adult Education Block Grant – Data and Accountability (Assembly Bill No. 104)

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.

6.3 Approval of Purchase Requisition with CompTIA Certifications, LLC for Deputy Sector Navigator Information Communications Technology/Digital Media Grant

The board approved the purchase requisition 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.

6.4 Adoption of Resolution No. 17-26 Certifying Emergency Closure of SCC Child Development Center

The board adopted Resolution No. 17-26 certifying that the SCC Child Development Center was closed due to the Canyon 2 Wildfire on October 10-11, 2017.

6.5 Authorization of Signatures

The board approved the revised list of authorized signatures.

2.0 **BOARD ORGANIZATION**

2.1 Annual Board Organization

It was moved by Ms. Alvarez and seconded by Ms. Barrios to elect Ms. Nelida Mendoza as the 2017-2018 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 Pierot’s advisory vote was aye.

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

2.1 Annual Board Organization (contd.)

On behalf of the board, Ms. Mendoza thanked Mr. Hanna for his work and dedication as board president during 2016-2017. She then presented him with an engraved clock.

It was moved by Ms. Alvarez and seconded by Mr. Hernandez to elect Mr. Yarbrough 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 Pierot's advisory vote was aye.

It was moved by Mr. Yarbrough and seconded by Mr. Hernandez to elect Ms. Alvarez 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 Pierot's advisory vote was aye.

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

Ms. Mendoza appointed chairpersons and members to the following committees:

- Board Communications Committee: Chairperson: Ms. Barrios;  
Member: Mr. Hernandez
- Board Facilities Committee: Chairperson: Mr. Labrado;  
Member: Mr. Hernandez
- Board Fiscal/Audit Committee: Chairperson: Mr. Yarbrough;  
Member: Mr. Hernandez
- Board Legislative Committee: Chairperson: Mr. Hanna;  
Member: Mr. Hernandez
- Board Policy Committee: Chairperson: Ms. Alvarez;  
Member: Mr. Hanna
- Board Safety & Security: Chairperson: Ms. Alvarez;  
Member: 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. Alvarez
- Representative to the Nominating Committee on School District Organization:  
Ms. Alvarez

It was moved by Mr. Yarbrough and seconded by Mr. Hanna to adopt the board meeting schedule for 2018. Ms. Alvarez asked the board to consider amending the proposed schedule of meetings to modify the dates of the November and December to November 26 and December 10 (instead of November 13 and December 3).

Discussion ensued. Mr. Yarbrough and Mr. Hanna accepted the amendment to the motion. 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 advisory vote was aye.

2.1 Annual Board Organization (contd.)

It was moved by Ms. Alvarez and seconded by Mr. Hernandez to reaffirm Board Policy 2200 (Board Duties and Responsibilities). 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 advisory vote was aye.

It was moved by Mr. Yarbrough and seconded by Mr. Hanna to reaffirm the following Board Policies: #2715 (Code of Ethics/Standards of Practice), #2735 (Board Member Travel), and #6320 (Investments); and the designation of 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 Pierot’s advisory vote was aye.

It was moved by Mr. Yarbrough and seconded by Mr. Hanna to consider Items 4.4 and 4.5 at this time in order for the public to comment. 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 advisory vote was aye.

4.4 Approval of Memorandum of Understanding for Use of Multi-Craft Core Curriculum (MC3) with Los Angeles/Orange Counties Building and Construction Trades Council

It was moved by Mr. Yarbrough and seconded by Mr. Labrado to approve the MOU for use of the Multi-Craft Core Curriculum (MC3) with Los Angeles/Orange Counties Building and Construction Trades Council for the apprenticeship program.

Mr. Ernesto Medrano, representative of the Los Angeles/Orange Counties Building and Construction Trades Council, commended the district’s apprenticeship programs and urged the board to approve Items 4.4 and 4.5.

Ms. Alvarez proposed an amendment to consider Items 4.4 and 4.5 at this time. Mr. Yarbrough and Mr. Labrado agreed to the amendment to the motion. Discussion ensued on Items 4.4 and 4.5. 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 advisory vote was aye.

4.5 Approval of Multi-Craft Core Curriculum Online Format Licensing Agreement with North America’s Building Trades Unions

It was moved by Mr. Yarbrough and seconded by Mr. Labrado to approve the Multi-Craft Core Curriculum Online Format Licensing Agreement with North America’s Building Trades Unions. Discussion took place during Item 4.4. 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 advisory vote was aye.

### **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, 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.

#### **3.5 Report from Classified Representative** (The board president called upon the classified representative to give her report at this time since she had to leave the meeting early.)

Ms. Theresa Hagelbarger, Internship Coordinator/Job Developer, Santa Ana College, provided a report to the board on behalf of the classified staff.

#### **3.3 Report from Student Trustee**

Mr. Pierot provided a report to the board.

#### **3.4 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

#### **3.5 Report from Classified Representative**

Ms. Theresa Hagelbarger provided a report after Item 3.2 (Report from College Presidents).

#### **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  
Ms. Monica Zarske, Academic Senate President, Santa Ana College

### 3.7 Reports from Board Committee Chairpersons

Ms. Alvarez provided a report on the November 29, 2017, Board Safety & Security Committee meeting.

## 4.0 INSTRUCTION

Items 4.1, 4.2, 4.3, and 4.7 through 4.13 were approved as part of Item 1.7 (Consent Calendar). Items 4.4 and 4.5 were considered after Item 2.1 (Annual Board Organization).

### 4.6 Approval of Santa Ana College Memorandum of Understanding with Mexican Consulate in Santa Ana, California

It was moved by Mr. Yarbrough and seconded by Ms. Alvarez to approve the Santa Ana College MOU with the Mexican Consulate in Santa Ana. 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 Pierot's advisory vote was aye.

## 5.0 BUSINESS OPERATIONS/FISCAL SERVICES

Items 5.1, 5.2, 5.5, 5.6, 5.7, 5.8, 5.9, and 5.11 were approved as part of Item 1.7 (Consent Calendar).

### 5.3 Receive and Acceptance of District Audit Reports for Fiscal Year Ended June 30, 2017

It was moved by Mr. Yarbrough and seconded by Mr. Labrado to receive and accept the RSCCD audit reports for the fiscal year ended June 30, 2017, 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 Pierot's advisory vote was aye.

### 5.4 Approval of Amendment to Agreement with Leland Saylor Associates for On-Call Cost Estimating Consulting Services for Various Projects Districtwide

It was moved by Mr. Yarbrough and seconded by Ms. Alvarez to approve the amendment to the agreement with Leland Saylor Associates for on-call cost estimating consulting services for various projects districtwide as presented. Discussion ensued. Mr. Yarbrough asked that the answers to the questions he asked be attached to the minutes. 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 advisory vote was aye.

5.10 Approval of Contract with Canon USA, Inc.

It was moved by Mr. Yarbrough and seconded by Ms. Alvarez to approve the contract with Canon USA, Inc. and Authorized Resellers, Master Agreement #3091, California Participating Addendum #7-15-70-23, for the purchase and lease of Canon USA, Inc. copiers, printers and related software devices and services for the lease term of five (5) years and future addendums as presented. Discussion ensued. Mr. Yarbrough asked that the answers to the questions he asked be attached to the minutes. 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 advisory vote was aye.

**6.0 GENERAL**

Items 6.1 through 6.5 were approved as part of Item 1.7 (Consent Calendar).

6.6 List of 2018 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. Ms. Barrios asked that the Association of Community College Trustees New Trustee Academy (February 11, 2018) be removed from the list since there were no new trustees on the board.

6.7 Review of RSCCD Board of Trustees Self-Evaluation

It was moved by Mr. Yarbrough and seconded by Ms. Alvarez to review the evaluation responses and complete the self-evaluation process for 2017. 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 Pierot's advisory vote was aye.

6.8 Board Member Comments

Board members thanked Mr. Hanna for serving as the 2016-2017 president, Ms. Barrios for serving as the 2016-2017 clerk; and congratulated Ms. Mendoza as the 2017-2018 president, Mr. Yarbrough as the 2017-2018 vice president, and Ms. Alvarez as the 2017-2018 clerk.

Mr. Labrado thanked Ms. Chitlik for her years of service since she is retiring at the end of the 2017-2018 academic year.

Mr. Labrado reported that Orange High School and El Modena High School both won their championship football games and asked that a congratulatory letter or presentation at one of their board meetings be provided to the high schools.

6.8 Board Member Comments (cont.)

Mr. Labrado asked that the meeting be closed in memory of Mr. Robert Rivas who was an outstanding athlete for Santa Ana College, a 1958-1959 graduate of Santa Ana College, and a retired Sheriff's Deputy.

Mr. Hanna and Mr. Yarbrough commended Santiago Canyon College and the Safety and Security department on their efficient and timely evacuation of Santiago Canyon College during the threat of the Canyon Fire 2 on October 9, 2017. Mr. Yarbrough noted that communication used during the evacuation worked well.

Mr. Hanna asked the student presidents and Academic Senate presidents to send the adopted resolutions to the board office, as they will be of use to him as a member of the Community College League of California Advisory Committee on Legislation.

Ms. Barrios extended well wishes to the students on their final exams and applications for transfer to a four-year university.

Ms. Barrios announced that the Community Foundation of Orange plans to honor the City of Orange Police as its Community Champion at the Foundation's February 2018 meeting and asked that a RSCCD certificate of recognition be presented to the City of Orange Police at that meeting.

Mr. Yarbrough expressed appreciation for a presentation that is planned to be held at the next board meeting on how the district is educating staff on sexual harassment and inappropriate behavior in the workplace.

Mr. Hernandez reported that he attended several SAC and SCC athletic games and congratulated staff and athletes on their respective teams' accomplishments.

Mr. Hernandez reported he recently attended the following Santa Ana College Fine and Performing Art events: Community Poetry Reading, Don Mariachi Concert, Big Band Concert, and a play entitled "Bodas de Sangre" (Bloody Wedding). Ms. Mendoza also reported that she attended the "Bodas de Sangre" play. She and Mr. Hernandez commended the director and student actors.

Mr. Pierot asked that he be provided updates on the Guided Pathways program.

Mr. Pierot reported that Chapman University's Library is open 24 hours from December 3-15, 2017, for students who need a location to study for final exams.

Ms. Mendoza thanked her fellow board members for electing her to serve as president for the 2017-2018 year.

Ms. Mendoza asked if the naming of the Central Mall had been considered by the college; Dr. Rose responded there are no plans at this time.

## **RECESS TO CLOSED SESSION**

The board convened into closed session at 7:22 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 Negotiators: Melanie L. Chaney, J.D., Partner – Liebert Cassidy Whitmore  
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
  
3. Public Employee Discipline/Dismissal/Release (pursuant to Government Code Section 54957[b][1])
  
4. Student Expulsion (pursuant to Education Code 72122)  
Student I.D. #2326813

Mr. Hanna and Mr. Pierot left the meeting after participating in the discussion and vote on the student expulsion item during closed session.

## **RECONVENE**

The board reconvened at 8:15 p.m.

### Closed Session Report

Ms. Alvarez reported that during closed session the board discussed labor negotiations, public employee discipline/dismissal/release, and a student expulsion. In addition, Ms. Alvarez reported the board ratified a student expulsion at Santiago Canyon College for Student I.D. #2326813 during closed session with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Ms. Mendoza, and Mr. Yarbrough. Student Trustee Pierot’s advisory vote was aye. Ms. Alvarez also reported the board ratified a five-day suspension for an Admission/Records Specialist I during closed session with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hernandez, Mr. Labrado, Ms. Mendoza, and Mr. Yarbrough.

### Public Comment

There were no public comments.

## **7.0 HUMAN RESOURCES**

### **7.1 Management/Academic Personnel**

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

- Approve Revised Job Descriptions
- Approve Extension of Interim Assignments for Rehired Retired Public Employees' Retirement System (PERS) Member
- Ratify Resignations/Retirements
- Approve Changes of Classifications
- Approve Leaves of Absence
- Approve Adjusted Effective Dates for Leaves of Absence
- Approve Beyond Contract/Overload Stipends
- Approve Part-time New Hires/Rehires
- Approve Non-paid Instructors of Record
- Approve Non-paid Intern Service

### **7.2 Classified Personnel**

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

- Approve Revised Interim Hourly Salary Schedule
- Approve Revised Miscellaneous Pay Schedule
- Approve New Appointments
- Approve Hourly Ongoing to Contract
- Approve Professional Growth Increment
- Approve Out of Class Assignments
- Approve Changes in Position
- Approve Leaves of Absence
- Ratify Resignations/Retirements
- Approve Temporary to Hourly Ongoing
- Approve Out of Class Assignment
- Approve Temporary Assignment
- Approve Substitute Assignments
- Approve Miscellaneous Positions
- Approve Instructional Associates/Associate Assistants
- Approve Community Service Presenters and Stipends
- Approve Student Assistant Lists

7.3 Approval of Credit Instructional Calendar for 2018-2019

Action

It was moved by Mr. Yarbrough and seconded by Ms. Barrios to approve the 2018-2019 Credit Instructional Calendar. The motion carried with the following vote:  
Aye – Ms. Alvarez, Ms. Barrios, 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 22, 2018.

There being no further business, Ms. Mendoza declared the meeting adjourned at 8:19 p.m. in memory of Mr. Robert Rivas who was an outstanding athlete for Santa Ana College, a 1958-1959 graduate of Santa Ana College, and a retired Sheriff's Deputy; and in memory of the brave men and women who protected our country and were killed in the bombing of Pearl Harbor on this day in 1941.

Respectfully submitted,

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Raúl Rodríguez, Ph.D.  
Chancellor

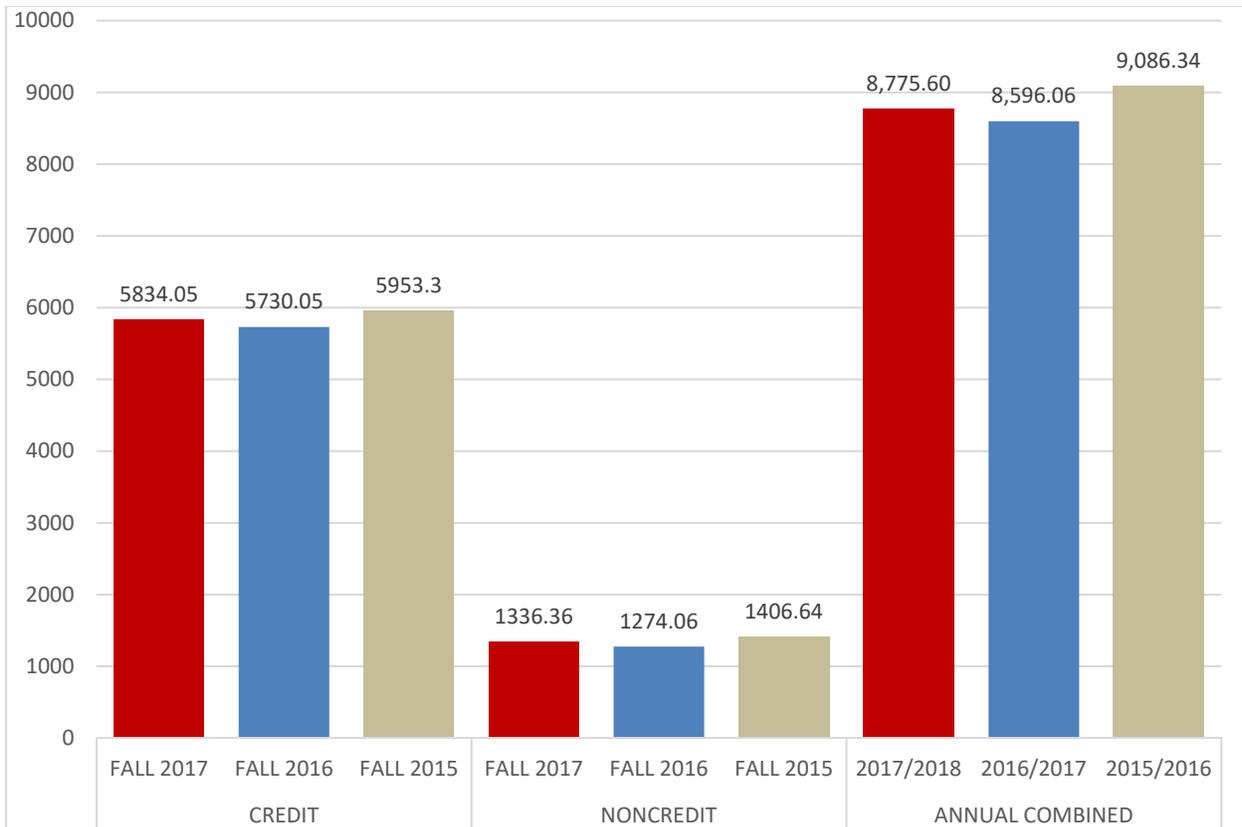
Approved: \_\_\_\_\_  
Clerk of the Board

Minutes approved: January 22, 2018



## SAC 2017 FALL ENROLLMENT SNAPSHOT

Date: 12/01/17



### PROJECTED FTES

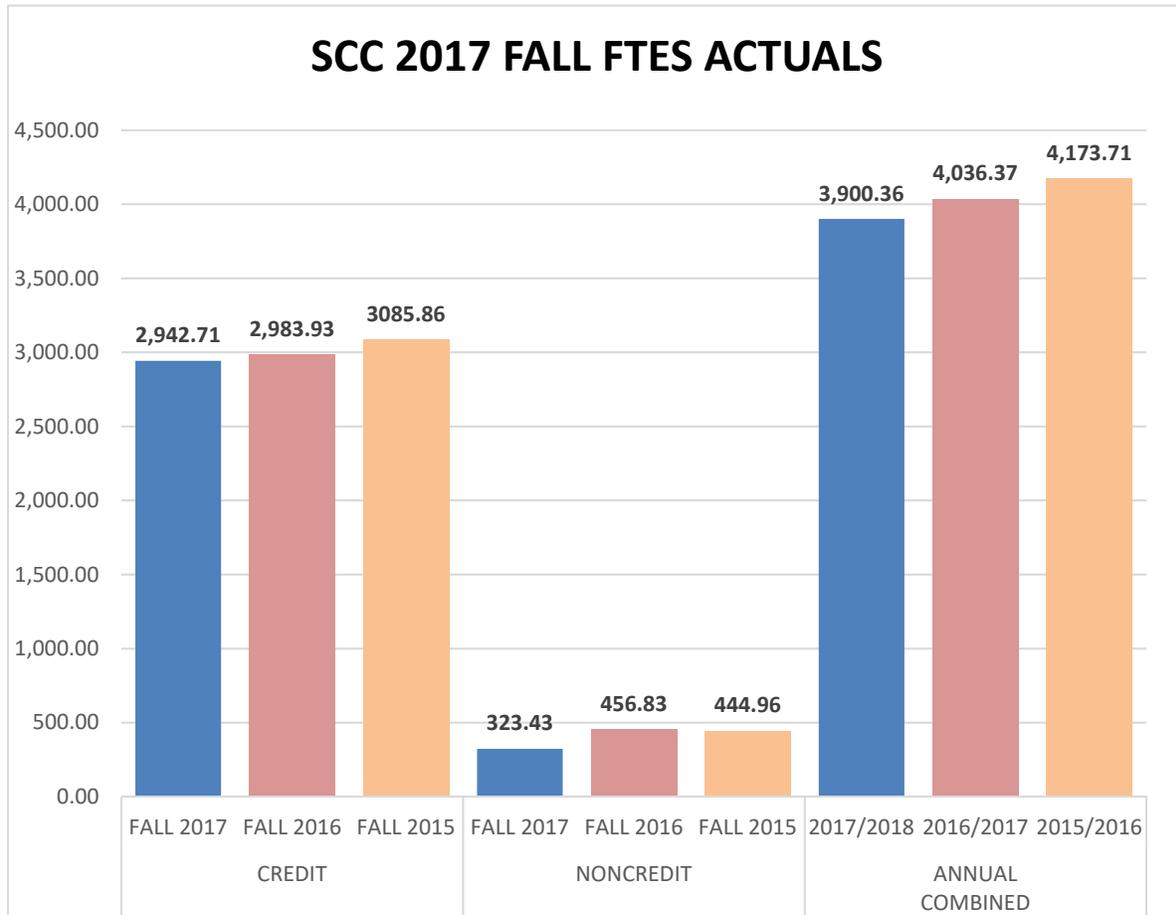
TERMS	2017/2018	DIFF	PCT
CREDIT FALL TARGET	6,882		
CREDIT FALL PROJECTION	6,826	-56	-.9%
NONCREDIT FALL TARGET	1,750		
NONCREDIT FALL PROJECTION	1,661	-89	-5%
COMBINED ANNUAL TARGET	20,407		
COMBINED ANNUAL PROJECTION	20,001	-406	-2%

#### SOURCES:

Executive Dashboard; RG540 report

# SCC 2017 FALL ENROLLMENT SNAPSHOT

11/30/2017



## PROJECTED FTES

TERMS	2017/2018	DIFF	PCT
CREDIT FALL TARGET	3033		
CREDIT FALL PROJECTION	3015	-18	-0.6%
NONCREDIT FALL TARGET	400		
NONCREDIT FALL PROJECTION	400	0	0.0%
COMBINED ANNUAL TARGET	8502		
COMBINED ANNUAL PROJECTION	8528	+26	+0.3%

**SOURCES:**

Executive Dashboard

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**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**  
*Office of the Vice Chancellor - Business Operations/Fiscal Services*

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2323 N. Broadway  
Santa Ana, CA 92706  
(714) 480-7340 – Office  
(714) 796-3935 – Fax

**Date:** December 4, 2017  
**To:** Dr. Raúl Rodríguez  
**From:** Peter J. Hardash  
**Subject:** Responses to Board Requests

*From Trustee Phillip Yarbrough*

**5.4 Approval of Amendment to Agreement with Leland Saylor Associates for On-Call Cost Estimating Consulting Services for Various Projects District-Wide**

**How is it that we can get an 18-month extension at no cost? I'm not objecting, free is my favorite price. I just want to know how.**

- This consultant is utilized on an as needed basis (on-call contract). The consultant has been utilized for various estimating needs on small projects such as ADA barrier removal phase 1 improvements, path of travel improvements, parking lot improvements, scheduled maintenance projects, fan coil unit replacements, etc. There is still a balance of approximately \$36,000 remaining on the contract. The contract started in November 2015 with an original end date of December 31, 2017. The need for estimating services can vary each year depending on projects. At the end of the duration of any of the on-call services contract in place, the contract is evaluated to determine if the need still exists and if it should be ended, continued or a new contract be considered. Given the anticipated need for on-call services in the upcoming year, the staff is recommending an extension of time only as the contract can be extended up to a period of 5 years. There will be no rate changes for this extension of time.

**5.10 Approval of Contract with Canon USA, Inc.**

**Comment briefly on cooperative contracts and the "piggyback" that allows us to enter into this agreement without the standard RFP bidding.**

- California Public Contract Code §20652 states - Notwithstanding any other provisions of [Sections 81640 to 81654, inclusive, of the Education Code](#) , or of [Sections 20651 to 20659, inclusive, of this code](#), the governing board of any community college district without advertising for bids, and when that board has determined it to be in the best interests of the district, may authorize by contract, lease, requisition, or purchase order, any public corporation or agency, including any county, city, town, or district, to lease data-processing equipment, purchase materials, supplies, equipment, automotive vehicles, tractors, and other personal property for the district in the manner in which the public corporation or agency is authorized by law to make the leases or purchases.

Alternatively, if there is an existing contract between a public corporation or agency and a vendor for the

**5.10 Approval of Contract with Canon USA, Inc. (cont.)**

**Comment briefly on cooperative contracts and the “piggyback” that allows us to enter into this agreement without the standard RFP bidding.**

- lease or purchase of the personal property, a community college district may authorize the lease or purchase of the personal property directly from the vendor by contract, lease, requisition, or purchase order and make payment to the vendor under the same terms that are available to the public corporation or agency under the contract.

In 2014, the State of Nevada, on behalf of The National Association of State Procurement Officials (NASPO) ValuePoint, awarded Master Agreement #3091 to Canon USA, Inc. and their authorized resellers, for the purchase and lease of copiers, printers and related software, devices and services. All NASPO ValuePoint contracts are the result of a competitive solicitation process. Each solicitation is managed by a lead state on behalf of and for use by the NASPO. Prior to seeking Board of Trustee approval, the Purchasing Department verifies all solicitation requirements are met (advertised, reviews all vendor responses, obtains evaluation scores, etc.) by the California Department of General Services and has approved the cooperative contract for use in the State of California therefore allowing RSCCD to piggyback the NASPO contract.