

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

Board of Trustees (Regular meeting)

Monday, February 5, 2018

MINUTES

1.0 PROCEDURAL MATTERS

1.1 Call to Order

The meeting was called to order at 4:32 p.m. by Ms. Nelida Mendoza. Other members present were Ms. Claudia Alvarez, Mr. John Hanna, Mr. Zeke Hernandez, Mr. Larry Labrado, Mr. Phillip Yarbrough, and Mr. Gregory Pierot. Ms. Arianna Barrios was absent due to a work related emergency.

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

1.2 Pledge of Allegiance to the United States Flag

The Pledge of Allegiance was led by Dr. Barry Resnick, Counselor – Santiago Canyon College (SCC).

1.3 Approval of Additions or Corrections to Agenda

It was moved by Ms. Alvarez and seconded by Mr. Yarbrough to approve addendums for Item 6.1 (Academic/Management Personnel) and Item 6.2 (Classified Personnel). The motion carried with the following vote: Aye – Ms. Alvarez, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Ms. Mendoza, and Mr. Yarbrough. Student Trustee Pierot's vote was aye.

1.4 Public Comment

Dr. Kristin Guzman, Professor of History – Santa Ana College (SAC) spoke regarding budget forums.

1.5 Approval of Minutes – Regular meeting of January 22, 2018

It was moved by Mr. Hernandez and seconded by Mr. Yarbrough to approve the minutes of the regular meeting held January 22, 2018. The motion carried with the following vote: Aye – Ms. Alvarez, 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. Yarbrough 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, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Ms. Mendoza, and Mr. Yarbrough. Student Trustee Pierot's vote was aye.

3.1 Approval of College Work-Based Learning Planning and Tools Pilot Project Memorandum of Understanding with the Foundation for California Community Colleges

The board approved the College Work-Based Learning Planning and Tools Pilot Project Memorandum of Understanding with the Foundation for California Community Colleges in Sacramento, California as presented.

3.2 Approval of Educational Affiliation Agreement with Goodfellow Occupational Therapy

The board approved the educational affiliation agreement with Goodfellow Occupational Therapy in Fresno, California as presented.

3.3 Approval of Educational Affiliation Agreement with Rehabilitation Institute of Southern California

The board approved the educational affiliation agreement with the Rehabilitation Institute of Southern California in Orange, California as presented.

3.4 Approval of Clinical Training Affiliation Agreement Renewal with Mission Hospital (WITH School Instructor on Hospital Premises)

The board approved the Clinical Training Affiliation Agreement Renewal with Mission Hospital (WITH School Instructor on Hospital Premises) in Mission Viejo, California as presented.

3.5 Approval of Clinical Training Affiliation Agreement Renewal with Mission Hospital (WITHOUT School Instructor on Hospital Premises)

The board approved the Clinical Training Affiliation Agreement Renewal with Mission Hospital (WITHOUT School Instructor on Hospital Premises) in Mission Viejo, California as presented.

4.1 Approval of Payment of Bills

The board approved the payment of bills as submitted.

4.2 Approval of Budget Increases/Decreases and Budget Transfers

The board approved the budget increases, decreases and transfers from January 11, 2018 to January 22, 2018.

1.6 Approval of Consent Calendar (continued)

4.3 Approval of the Quarterly Financial Status Report (CCFS-311Q) for Period Approved ending December 31, 2017

The board approved the Quarterly Financial Status Report (CCFS-311Q) for the period ending December 31, 2017 as presented.

4.5 Approval of Change Order #1 – Resolution No. 16-27 – Agreement for Energy Conservation Services with Climatec, LLC for the Energy Management Systems Upgrade at Santa Ana College, Digital Media Center and Santa Ana College Orange County Sheriff’s Regional Training Academy

The board approved Change Order #1 – Resolution No. 16-27 – Agreement for Energy Conservation Services with Climatec, LLC for the Energy Management Systems Upgrade at Santa Ana College, Digital Media Center and Santa Ana College Orange County Sheriff’s Regional Training Academy as presented.

4.6 Acceptance of the Completion of Resolution No. 16-27 – Agreement for Energy Conservation Services with Climatec, LLC for the Energy Management Systems Upgrade at Santa Ana College, Digital Media Center and Santa Ana College Orange County Sheriff’s Regional Training Academy

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

4.7 Award of Bid #1337 – Building H Window Replacement at Santa Ana College

The board approved award of Bid #1337 to Patriot Contracting and Engineering, Inc. for Building H windows replacement at Santa Ana College as presented.

5.1 Approval of Resource Development Item

The board approved the budgets, acceptance of grants, and authorization for 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:

- Strong Workforce Program – Regional Share (District) \$25,888,898

5.2 Approval of the Contractor Agreement between RSCCD and Moraine Valley Community College for the Deputy Sector Navigator Information and Communications Technology ICT/Digital Media Grant

The board approved the contractor agreement and authorization for the Vice Chancellor, Business Operations/Fiscal Services or his designee to sign and enter into a related contractual agreement on behalf of the district.

1.7 Campaign for College Opportunity Presentation regarding Santa Ana College Associate Degree for Transfer Pathways

Ms. Linda Vasquez, Regional Affairs Director, for The Campaign for College Opportunity provided a presentation on the Santa Ana College Associate Degree for Transfer Pathways and diversity data for RSCCD. Board members received clarification on the presentation and expressed appreciation to Ms. Vasquez.

1.8 Public Hearing – Child Development Centers – CSEA Chapter 888 Initial Proposal to Rancho Santiago Community College District

There were no public comments.

1.9 Public Hearing – Rancho Santiago Community College District Initial Bargaining Proposal to Child Development Centers – CSEA Chapter 888

There were no public comments.

It was moved by Ms. Alvarez and seconded by Mr. Yarbrough to suspend the rules and hear Item 5.3 (Approval of Engagement Letter Proposal from CliftonLarsonAllen for Consulting Services) at this time. The motion carried with the following vote: Aye – Ms. Alvarez, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Ms. Mendoza, and Mr. Yarbrough. Student Trustee Pierot's vote was aye.

5.3 Approval of Engagement Letter Proposal from CliftonLarsonAllen for Consulting Services

It was moved by Mr. Yarbrough to approve the approval of the engagement letter proposal. It was moved by Mr. Hanna to postpone action on this item to the February 26, 2018 meeting. It was moved by Ms. Alvarez and seconded by Mr. Labrado to table action on this item. The motion to table action on this item carried with the following vote: Aye – Ms. Alvarez, Mr. Hanna, Mr. Hernandez, Mr. Labrado, and Ms. Mendoza. No – Mr. Yarbrough. Student Trustee Pierot's vote was aye.

2.0 INFORMATIONAL ITEMS AND ORAL REPORTS

2.1 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.

2.2 Report from Student Trustee

Mr. Pierot provided a report to the board.

Trustee Mendoza left the meeting at this time.

2.3 Reports from Student Presidents

The following student representative provided a report to the board on behalf of the Associated Student Government (ASG) organization:

Mr. Juan Esqueda, Student President, Santa Ana College

2.4 Report from Classified Representative

There was no report from a classified representative on behalf of the classified staff.

2.5 Reports from Academic Senate Presidents

The following academic senate representatives provided reports to the board:

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

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, 4.3, 4.5, 4.6 and 4.7 were approved as part of Item 1.6 (Consent Calendar).

4.4 Quarterly Investment Report as of December 31, 2017

The quarterly investment report as of December 31, 2017 was presented as information. Board members accepted the report.

5.0 GENERAL

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

5.3 Approval of Engagement Letter Proposal from CliftonLarsonAllen for Consulting Services

Discussion of this item took place following 1.9 (Public Hearing).

5.4 Board Member Comments

Ms. Alvarez wished everyone a Happy Valentine's Day.

Mr. Hanna reported on the CCLC Legislative Conference and meetings with legislators in which he participated. He also reported that he would be traveling to Washington, D.C. to attend the ACCT Legislative Summit and participate in meetings with legislators.

5.4 Board Member Comments (continued)

Mr. Hernandez reported on the CCLC Legislative Conference and meetings with legislators in which he participated. He also reported that he would be traveling to Washington, D.C. to attend the ACCT Legislative Summit and participate in meetings with legislators.

Mr. Yarbrough expressed his confidence in the team going to the ACCT Legislative Summit in Washington, D.C. He also expressed appreciation for the report on local hires the trustees received.

Mr. Pierot expressed his support of guided pathways.

1.5 Approval of Minutes – Regular meeting of January 22, 2018

Mr. Yarbrough noted that an amendment to the minutes to reflect that Ms. Monica Zarske did not give a report at the January 22, 2018 board of trustees meeting was approved by affirmation.

RECESS TO CLOSED SESSION

The board convened into closed session at 6:02 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. Other Educational and Classified Administrators

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, Chapter 888

Mr. Pierot left the meeting at this time.

RECONVENE

The board reconvened at 6:15 p.m.

Closed Session Report

Ms. Alvarez reported that during closed session the board discussed public employment and labor negotiations.

The board took no action during closed session.

Public Comment

There were no public comments.

6.0 HUMAN RESOURCES

6.1 Management/Academic Personnel

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

- Approval of Employment Agreement
- Approval of New and Revised Job Descriptions
- Approval of Appointment to Interim Assignment/Employment of Retired STRS Member
- Approval of Interim Assignment
- Approval of Extension of Interim Assignment
- Ratification of Resignations/Retirements
- Approval of FARSCCD Part-time Hourly Step Increases
- Approval of FARSCCD Beyond Contract/Overload Step Increases
- Approval of Change in Classification
- Approval of 2017/2018 Contract Extension Days
- Approval of Ending 2017/2018 Contract Stipend
- Approval of Adding 2017/2018 Contract Stipend
- Approval of Beyond Contract/Overload Stipends
- Approval of Leaves of Absence
- Approval of Adjustment to Column Placement
- Approval of CEFA Part-time Hourly Step Increase
- Approval of Part-time Hourly New Hires/Rehires
- Approval of Non-paid Intern Service

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. The motion carried with the following vote: Aye – Ms. Alvarez, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Ms. Mendoza, and Mr. Yarbrough.

- Approval of 2017-2018 CSEA Salary Schedule
- Approval of New Appointments
- Approval of Temporary to Contract
- Approval of Longevity Increments
- Approval of Professional Growth Increment
- Approval of Out of Class Assignment

6.2 Classified Personnel (continued)

- Approval of Change in Position
- Approval of Leaves of Absence
- Ratification of Resignation/Retirement
- Approval of Temporary Assignment
- Approval of Change in Temporary Assignment
- Approval of Additional Hours for Ongoing Assignments
- Approval of Substitute Assignment
- Approval of Miscellaneous Positions
- Approval of Community Service Presenters and Stipends
- Approval of 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, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Ms. Mendoza, and Mr. Yarbrough.

7.0 **ADJOURNMENT**

The next regular meeting and Annual Strategic Plan Update of the Board of Trustees will be held on Monday, February 26, 2018.

There being no further business, Ms. Mendoza declared the meeting adjourned at 6:16 p.m.

Respectfully submitted,

Raúl Rodríguez, Ph.D.
Chancellor

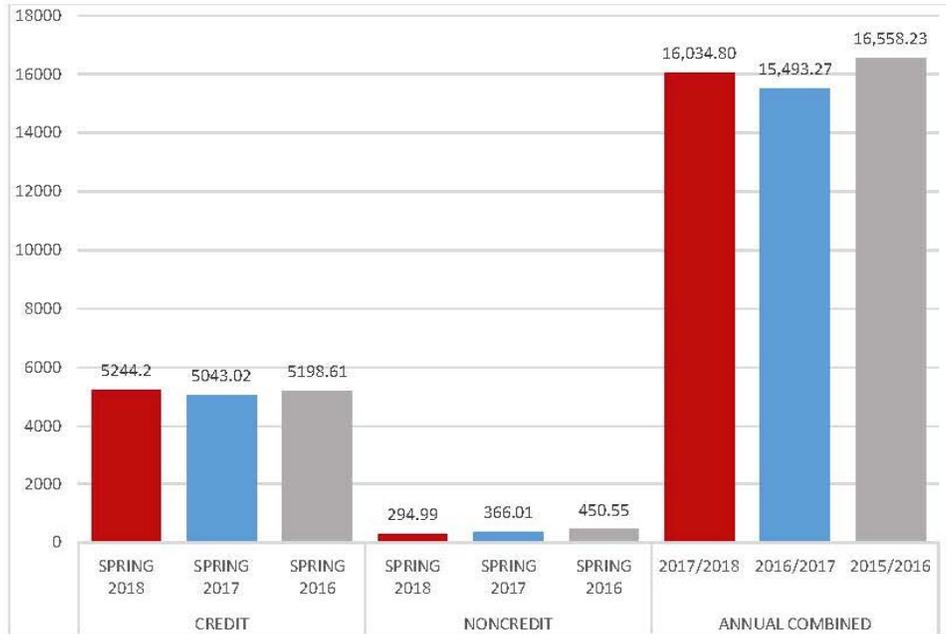
Approved: _____
Clerk of the Board

Minutes approved: February 26, 2018



SAC 2018 SPRING ENROLLMENT SNAPSHOT

Date: 02/05/18



PROJECTED FTES

TERMS	2017/2018	DIFF	PCT
CREDIT SPRING TARGET	7,302		
CREDIT SPRING PROJECTION	7,256	-46	-.7%
NONCREDIT SPRING TARGET	2,275		
NONCREDIT SPRING PROJECTION	2,050	-225	-10%
COMBINED ANNUAL TARGET	20,407		
COMBINED ANNUAL PROJECTION	20,001	-406	-2%

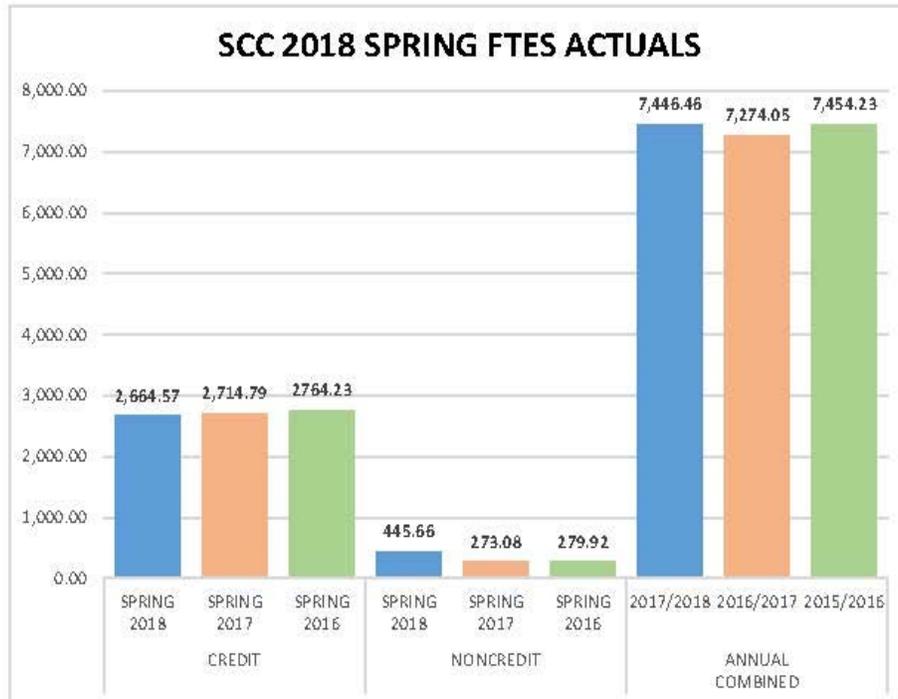
SOURCES:

Executive Dashboard
RG540 report



SCC 2018 SPRING ENROLLMENT SNAPSHOT

2/5/2018



PROJECTED FTES

TERMS	2017/2018	DIFF	PCT
CREDIT SPRING TARGET	2814		
CREDIT SPRING PROJECTION	2814	0	0.0%
NONCREDIT SPRING TARGET	1257		
NONCREDIT SPRING PROJECTION	1257	0	0.0%
COMBINED ANNUAL TARGET	8514		
COMBINED ANNUAL PROJECTION	8514	0	0.0%

SOURCES:

Executive Dashboard

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
Office of the Vice Chancellor – Educational Services

2323 N. Broadway
Santa Ana, CA 92706
(714) 480-7460 – Office

Date: February 5, 2018
To: Dr. Raúl Rodríguez
From: Enrique Perez
Subject: Responses to Board Requests

From Trustee Claudia Alvarez

5.3 Approval of Engagement Letter Proposal from CliftonLarsonAllen for Consulting Services.

(A) Who's idea?

The proposal is addressed to Peter Hardash and in line 4 of the second paragraph it specifically states, "you have requested for CLA".

Did Peter in fact make this request?

Response: No, he did not. Trustee Yarbrough made the request.

If so, what was this request based on?

Response: This is currently unknown to District personnel.

Does Peter suspect that in fact a conflict of interest by District personnel exists?

Response: No, he does not.

IF so, who has the actual or apparent conflict?

Response: The District has not received any information regarding any potential conflicts of interest by District personnel.

IF it in fact involves District personnel, why has this issue not been brought up in closed session?

Response: The District has not received any information regarding any potential conflicts of interest by District personnel.

Is Peter recommending that we approve this proposal?

Response: No, he does not. The proposal is being presented for discussion / approval per Trustee Yarbrough's request.

When did the Chancellor become aware of this proposal?

Response: The Chancellor received the proposal on January 25, 2018.

(B) Who is this secret "third party"?

The proposal indicates the District received information from a third party:

Who in the District received what information?

Response: The District has not received any information regarding any potential conflicts of interest by District personnel.

Who is this third party?

Response: This is currently unknown to District personnel.

(C) The Foundation.

Is this the appropriate process to audit the Foundation?

Response: No, it is not. The District foundation board of directors may request an audit of the Foundation.

Doesn't the foundation conduct its own audits?

Response: Yes, independent auditors conduct a financial audit of the foundation as required by the state of California.

Do you know if the foundation also received this "information" and if so, did they engage in an audit?

Response: The chair of the foundation board of directors has confirmed that he has not received any information regarding any potential conflicts of interest by District personnel nor has any other member of the foundation board of directors informed him that they have received such information.

(D) Costs involved.

At first blush, the proposal gives a range of \$4500-\$9000 as costs. IF one continues reading the documents, the costs could multiply exponentially if we want a written report, they are subpoenaed, and/or they incur any legal fees in any of the follow up etc.

Is this 3rd party willing to personally incur the cost of this "investigation" and any other incurred costs as noted above?

Response: This is currently unknown to District personnel.

(E) Legal Counsel

Did the proponent of this item on our agenda, or any administrators consult with legal counsel regarding the liability and any other consequences for engaging in a potential unfounded "witch hunt" if no credible basis exist for this investigation.

Response: District personnel have been in communication with legal counsel; however, District personnel have not yet discussed the specific issues of the potential liability and/or other consequences if no credible basis exists for this investigation.

(F) Taxpayer's Money.

Where will this money come from and how will the expense be justified if this turns out to be the fulfillment of someone's political agenda and even if not?

Response: Assuming the District may initiate the audit, the District would pay for said services. If the District Foundation initiates the audit, the District Foundation would pay for said services.