

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

Board of Trustees
(Regular meeting)

Monday, March 26, 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, Ms. Arianna Barrios, Mr. John Hanna, Mr. Zeke Hernandez, Mr. Larry Labrado, and Mr. Gregory Pierot. Mr. Phillip Yarbrough was not in attendance due to a medical issue.

Administrators present during the regular meeting were Ms. Judy Chitlik, Mr. Peter Hardash, Dr. John Hernandez, Dr. James Kennedy, Mr. Enrique Perez, and Dr. Raúl Rodríguez. 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. Katherine Gutierrez, Admissions and Records Specialist II, Santa Ana College (SAC).

1.3 Approval of Additions or Corrections to Agenda

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

1.4 Public Comment

Mr. Brandon Vu spoke regarding student trustee concerns and Earth Day events at Santa Ana College and Santiago Canyon College (SCC).

Ms. Tiffany Gause and Ms. Erika Gutierrez spoke regarding Chicano and Ethnic studies offered at SCC.

Ms. Colleen Mangali spoke regarding health care expenses for California School Employees Association (CSEA), Chapter 888 members.

Ms. Sheryl Martin spoke in support of Ms. Mangali's comments.

1.5 Approval of Minutes

It was moved by Mr. Hanna and seconded by Mr. Hernandez to approve the minutes of the meeting held March 12, 2018. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, and Ms. Mendoza. Student Trustee Pierot’s advisory vote was aye.

1.6 Approval of Consent Calendar

It was moved by Ms. Alvarez 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 4.3 (2018-2019 Tentative Budget Assumptions) removed from the Consent Calendar by Mr. Hernandez and Item 4.6 (Amendment to Agreement with Hammel, Green & Abrahamson, Inc. for Architectural Services for Russell Hall Replacement at SAC) and Item 4.7 (Amendment to Agreement with Knowland Construction Services for Division of the State Architect Inspector of Record Services for Central Plant, Infrastructure and Mechanical Upgrades Project at SAC) removed from the Consent Calendar by Mr. Hanna. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, and Ms. Mendoza. Student Trustee Pierot’s advisory vote was aye.

3.1 Approval of Three Month Instructional Services Agreement with Pacific Clinics

The board approved the three month instructional services agreement with Pacific Clinics as presented.

3.2 Approval of One Year Instructional Services Agreement with Pacific Clinics

The board approved the one year instructional services agreement with Pacific Clinics as presented.

4.1 Approval of Payment of Bills

The board approved payment of bills as submitted.

4.2 Approval of Budget Increases/Decreases, Transfers, and Intrafund and Interfund Transfers

The board approved budget increases/decreases, transfers, and intrafund and interfund transfers from February 24, 2018, to March 13, 2018.

4.4 Approval of Change Order #1 for Danny Letner Inc. dba Letner Roofing Company for Bid #1333 for Roof Replacement at District Operations Center

The board approved change order #1 for Danny Letner Inc. dba Letner Roofing Company for Bid #1333 for roof replacement at District Operations Center as presented.

1.6 Approval of Consent Calendar (cont.)

- 4.5 Acceptance of Completion of Bid #1333 for Roof Replacement at District Operations Center 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.
- 4.8 Approval of Amendment to Agreement with Koury Engineering & Testing, Inc. for Soils Testing and Inspection Services for Central Plant, Infrastructure and Mechanical Upgrades Project at Santa Ana College
The board approved the amendment with Koury Engineering & Testing, Inc. for soils testing and inspection services for the Central Plant, infrastructure and mechanical upgrades project at SAC as presented.
- 4.9 Approval of Amendment to Agreement with Linik Corporation for Project Management Services for Santa Ana College Projects
The board approved the amendment to the agreement with Linik Corporation for project management services for SAC projects as presented.
- 4.10 Approval of Amendment to Agreement with Smith-Emery Laboratories for 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 Smith-Emory Laboratories for materials testing and inspection consulting services for the Central Plant, infrastructure and mechanical upgrades project at SAC as presented.
- 4.11 Approval of Agreement with Sindoni Consulting & Management Services, Inc. for Commissioning Services for Fan Coil Unit Replacement for Building D at Santiago Canyon College
The board approved the agreement with Sindoni Consulting & Management Services, Inc. for commissioning services for the fan coil unit replacement project at Building D at SCC as presented.
- 4.12 Approval of Canvas ILP SaaS Subscription with Ellucian Inc.
The board approved the subscription for Canvas ILP SaaS with Ellucian Inc. as presented.
- 4.13 Approval of Surplus Property
The board approved declaring the list of equipment as surplus property and utilizing The Liquidation Company to conduct an auction as presented.
- 4.14 Approval of Donation of Fire Engine from City of Orange
The board approved the acceptance of the donation of a 1997 Seagraves Fire Engine from the City of Orange as presented.

1.6 Approval of Consent Calendar (cont.)

4.15 Approval of Independent Contractor

The board approved the following independent contractor: Susan M. Coleman/ Education 4 Work to perform services in relation to the OCCareerCafe project including management and implementation of project, working with counselors and deans from Orange County colleges, completing grant reporting requirements, researching new content and guide revisions, and managing grant funding. Dates of service are March 27, 2018, through December 31, 2018. The fee is estimated at \$45,000.

4.16 Approval of Independent Contractor

The board approved the following independent contractor: Christine Friend/ Roll It Out, Inc. to provide administrative assistance to the grant team including coordination of meetings, webinars and conferences in relation to the OCCareerCafe project. In addition, she will work with counselors from Orange County colleges to assess student needs, review and revise content, research programs, and attend consortium meetings as needed. Dates of service are March 27, 2018, through December 31, 2018. The fee is estimated at \$20,000.

4.17 Approval of Independent Contractor

The board approved the following independent contractor: Rita Jones/RJ Coaching and Consulting to provide website assistance, make presentations on the website project and develop story maps in relation to the OCCareerCafe project. In addition, she will work with counselors from Orange County colleges to assess student needs, review and revise content, research programs, and attend consortium meetings as needed. Dates of service are March 27, 2018, through December 31, 2018. The fee is estimated at \$45,000.

4.18 Approval of Purchase Orders

The board approved the purchase order listing for the period January 21, 2018, through February 17, 2018.

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:

- Project RAISE (Regional Alliance in STEM [science, technology, engineering, and mathematics] Education) – Year 2 (SCC) \$20,000

5.2 Approval of Sub-Agreement between RSCCD and Integrative Impact, LLC 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.

1.6 Approval of Consent Calendar (cont.)

5.3 Approval of Sub-Agreements between RSCCD and Kern, Los Rios, Sequoias, Yosemite and West Hills Community College Districts for Career Technical Education Data Unlocked 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.

5.4 Approval of Sub-Agreements between RSCCD and Contra Costa, Grossmont-Cuyamaca, Los Angeles, MiraCosta, North Orange County, Ohlone, Pasadena Area, Peralta, San Diego, San Francisco, San Mateo County, Southwestern, and Ventura County Community College Districts for Career Technical Education Data Unlocked 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.

5.5 Approval of First Amendment to Sub-Agreement between RSCCD and Chaffey Community College District for Career Technical Education 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.

1.7 Public Hearing – Continuing Education Faculty Association (CEFA) Initial Bargaining Proposal to Rancho Santiago Community College District

There were no public comments.

2.0 INFORMATIONAL ITEMS AND ORAL REPORTS

2.1 Report from Student Trustee

Mr. Pierot provided a report to the board.

2.2 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. Christian Vargas, Student Vice President, Santiago Canyon College

2.3 Report from Classified Representative

Ms. Katherine Gutierrez, Admissions and Records Specialist II, Santa Ana College, provided a report to the board on behalf of the classified Staff.

2.4 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

2.5 Reports from College Presidents

The following college representatives provided reports to the board:

Dr. John Hernandez, President, Santiago Canyon College
Dr. James Kennedy, Vice 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.

2.6 Report from the Chancellor

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

2.7 Reports from Board Committee Chairpersons

Mr. Labrado provided a report on the March 22, 2018, Board Facilities Committee 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, 4.4, 4.5, 4.8 through 4.18 were approved as part of Item 1.6 (Consent Calendar).

4.3 Approval of 2018-2019 Tentative Budget Assumptions

It was moved by Mr. Hernandez and seconded by Ms. Barrios to approve the 2018-2019 Tentative Budget Assumptions as presented. Discussion ensued. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, and Ms. Mendoza. Student Trustee Pierot's advisory vote was aye.

4.6 Approval of Amendment to Agreement with Hammel, Green & Abrahamson, Inc. for Architectural Services for Russell Hall Replacement (Health Sciences Building) at Santa Ana College

It was moved by Mr. Labrado and seconded by Ms. Alvarez to approve the amendment to the agreement with Hammel, Green & Abrahamson, Inc. for architectural services for the Russell Hall Replacement at SAC as presented. Discussion ensued. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, and Ms. Mendoza. Student Trustee Pierot’s advisory vote was aye.

4.7 Approval of Amendment to Agreement with Knowland Construction Services for Division of the State Architect (DSA) Inspector of Record Services for Central Plant, Infrastructure and Mechanical Upgrades Project at Santa Ana College

It was moved by Mr. Labrado and seconded by Ms. Alvarez to approve the amendment to the agreement with Knowland Construction Services for DSA Inspector of Record Services for the Central Plant, infrastructure and mechanical upgrades project at SAC as presented. Discussion ensued. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, and Ms. Mendoza. Student Trustee Pierot’s advisory vote was aye.

5.0 GENERAL

Items 5.1 through 5.5 were approved as part of Item 1.6 (Consent Calendar).

5.6 Adoption of Board Policy

It was moved by Mr. Hanna and seconded by Ms. Alvarez to adopt revised Board Policy 7600 – Campus Security Officers. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, and Ms. Mendoza. Student Trustee Pierot’s advisory vote was aye.

5.7 Board Member Comments

Mr. Hanna and Ms. Alvarez had questions regarding the health care expenses for CSEA, Chapter 888 members. Since this is a bargaining item with CSEA, Chapter 888, Ms. Chitlik explained that it would be appropriate to discuss this issue during closed session.

Mr. Hernandez recommended that the colleges’ marketing/public relations departments may consider the following: Purchase an insert for RSCCD colleges in the *Orange County Register* and include articles from journalism students; display a banner advertising colleges over the streets in Old Towne Orange; and place advertising for the colleges on trucks.

5.7 Board Member Comments (cont.)

Mr. Hernandez thanked the faculty members that spoke during Item 1.4 Public Comments for their comments regarding Chicano and Ethnic studies offered at SCC.

RECESS TO CLOSED SESSION

The board president announced that there were no items to discuss during closed session; therefore, the Human Resources items would be considered at this time.

6.0 HUMAN RESOURCES

6.1 Management/Academic Personnel

It was moved by Mr. Labrado and seconded by Mr. Hanna 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, and Ms. Mendoza.

- Approve Changes of Assignments
- Approve Appointments to Interim Assignment/Employment of Retired State Teachers' Retirement System (STRS) Member
- Approve 2017-2018 Contract Extension Days
- Approve Changes of Assignment/Location
- Approve Adjusted Effective Dates for Addition of 2017-2018 Contract Stipend
- Approve Voluntary Reduced Workloads
- Approve Beyond Contract/Overload Stipends
- Approve 2018-2019 Sabbatical Leaves
- Approve Adjusted Banked Leaves/Withdrawals
- Approve Leaves of Absence
- Approve Part-time Hourly New Hires/Rehires
- Approve Non-paid Instructors of Record
- Approve Non-paid Intern Services

6.2 Classified Personnel

It was moved by Mr. Labrado and seconded by Mr. Hanna 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, and Ms. Mendoza.

- Approve Hourly Ongoing to Contract Assignments
- Approve Temporary to Contract Assignments
- Approve Professional Growth Increments
- Approve Out of Class Assignments

6.2 Classified Personnel (cont.)

- Approve Return to Regular Assignments
- Approve Changes in Position
- Ratify Resignations/Retirements
- Approve New Appointments
- Approve Temporary to Hourly Ongoing Assignments
- Approve Temporary Assignments
- Approve Additional Hours for Ongoing Assignments
- Approve Substitute Assignments
- Approve Miscellaneous Positions
- Approve Instructional Associates/Associate Assistants
- Approve Community Service Presenters and Stipends
- Approve Student Assistant Lists

6.3 Presentation of Rancho Santiago Community College District Initial Bargaining Proposal to Continuing Education Faculty Association (CEFA)

It was moved Mr. Labrado and seconded by Mr. Hanna to receive and file the district's initial bargaining proposal to CEFA and schedule a public hearing for April 9, 2018. Discussion ensued. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, and Ms. Mendoza.

Since board members have received candidates' information for the California Community College Trustees Board of Directors, Mr. Hanna asked that the candidates for the CCCT 2018 board be asked the following questions prior to board members' voting for the candidates:

- Do you support Deferred Action for Childhood Arrivals (DACA) students?
- Do you support the baccalaureate degree pilot programs being offered at California community colleges?

7.0 ADJOURNMENT

The next regular meeting of the Board of Trustees will be held on Monday, April 9, 2018.

There being no further business, Ms. Mendoza declared the meeting adjourned at 6:11 p.m.

Respectfully submitted,

Raúl Rodríguez, Ph.D.
Chancellor

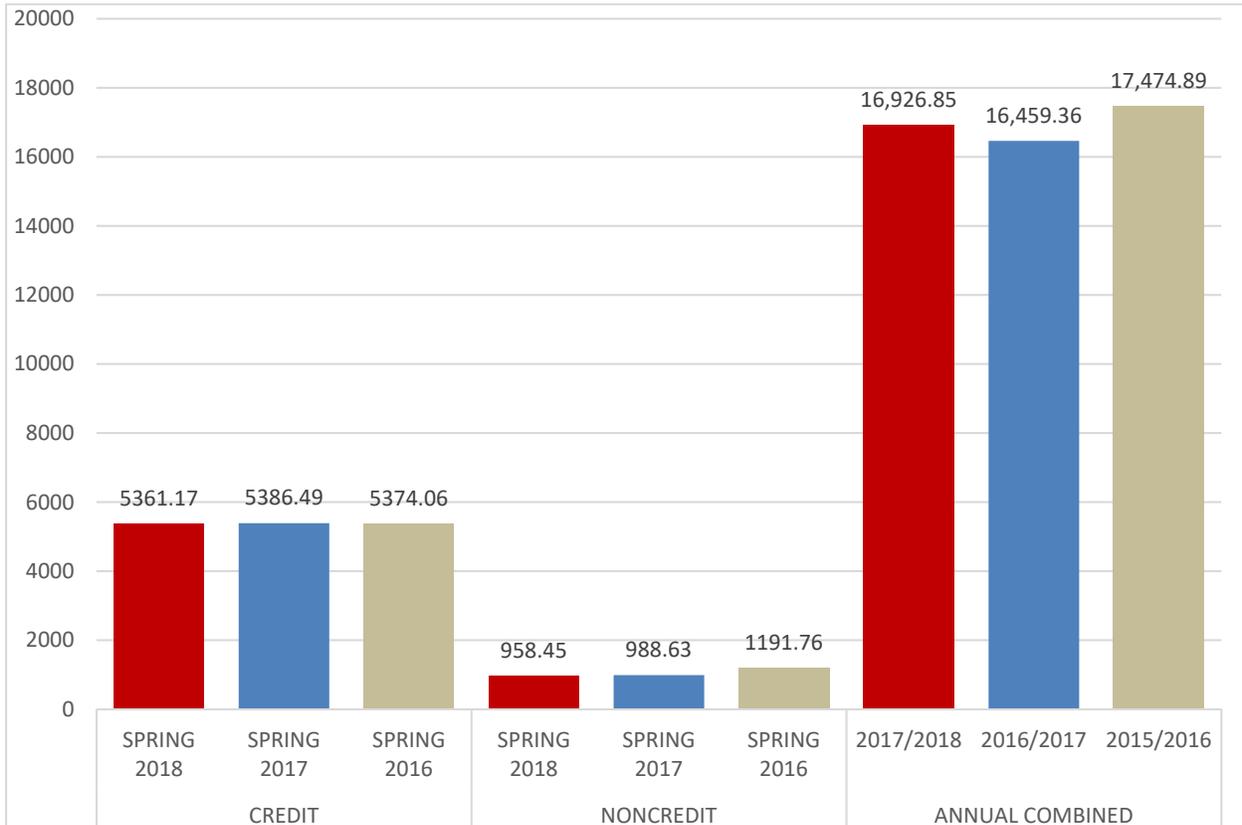
Approved: _____
Clerk of the Board

Minutes approved: April 9, 2018



SAC 2018 SPRING ENROLLMENT SNAPSHOT

Date: 03/22/18



PROJECTED FTES

TERMS	2017/2018	DIFF	PCT
CREDIT SPRING TARGET*	7,302		
CREDIT SPRING PROJECTION*	7,050	-252	-3%
NONCREDIT SPRING TARGET	2,275		
NONCREDIT SPRING PROJECTION	2,039	-236	-10%
COMBINED ANNUAL TARGET	20,407		
COMBINED ANNUAL PROJECTION	19,615**	-792	-4%

SOURCES:

Executive Dashboard

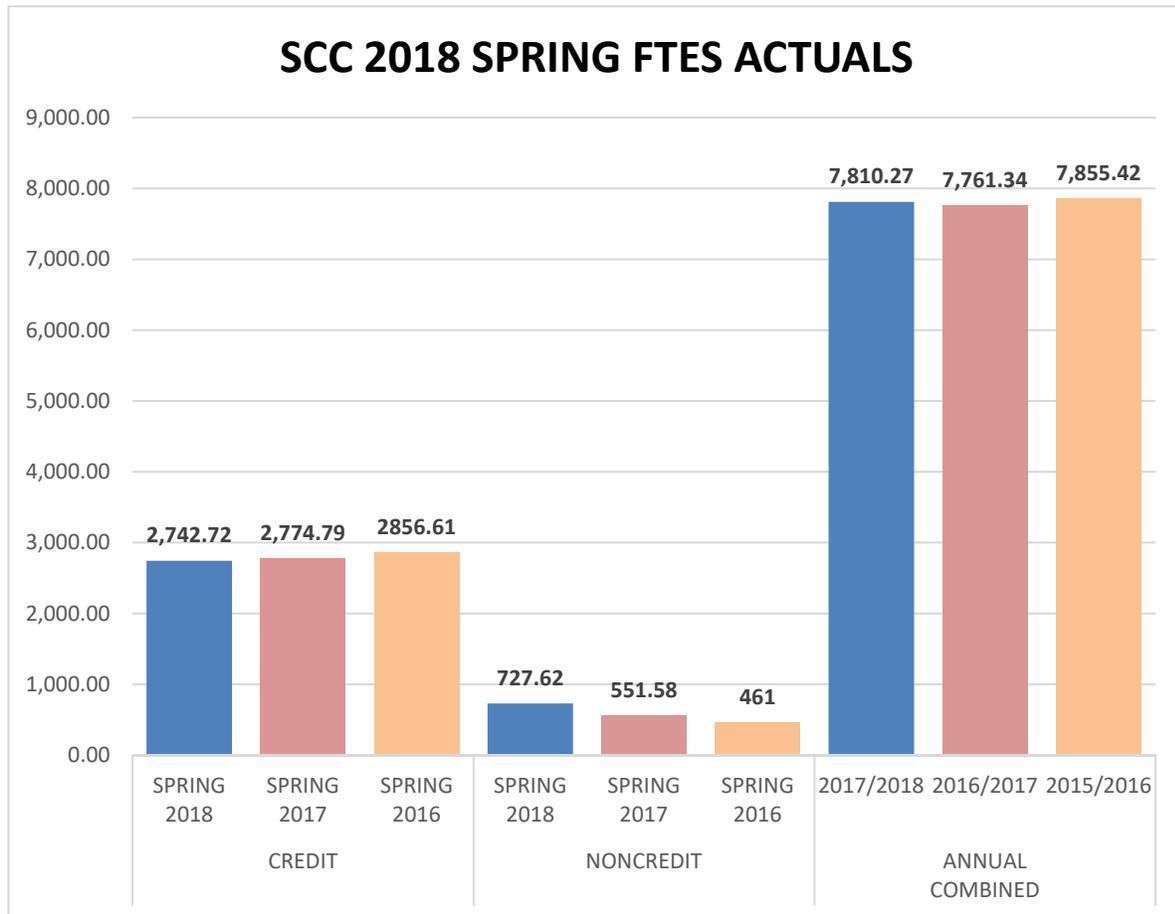
*Includes Intersession

**Does Not Include Summer Borrow

SCC 2018 SPRING ENROLLMENT SNAPSHOT



3/23/2018



PROJECTED FTES

TERMS	2017/2018	DIFF	PCT
CREDIT SPRING TARGET	2814		
CREDIT SPRING PROJECTION	2769	-45	-1.6%
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

