

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT (RSCCD)

2323 North Broadway, #107

Santa Ana, CA 92706

**Board of Trustees
(Regular meeting)**

Monday, June 25, 2018

MINUTES

1.0 PROCEDURAL MATTERS

1.1 Call to Order

The meeting was called to order at 4:37 p.m. by Mr. Phillip Yarbrough. Other members present were Ms. Claudia Alvarez, Ms. Arianna Barrios, Mr. John Hanna, Mr. Zeke Hernandez, Mr. Larry Labrado, and Ms. Elizabeth Weber. Ms. Nelida Mendoza was not in attendance due to illness.

Administrators present during the regular meeting were Dr. Marilyn Flores, Mr. Peter Hardash, Mr. Enrique Perez, Dr. Linda Rose, 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. Lacie Lordanich, daughter of Mr. Joseph Lordanich, Safety Officer, Rancho Santiago Community College District.

1.3 Approval of Additions or Corrections to Agenda

It was moved by Ms. Barrios and seconded by Ms. Alvarez to approve two revised pages (1 and 14) for Item 4.20 (Legal Services Agreement for Liebert Cassidy Whitmore), a revised page (2) and an addendum for Item 6.1 (Management/ Academic Personnel), and 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 Mr. Yarbrough. Student Trustee Weber's advisory vote was aye.

1.4 Public Comment

Mr. Brandon Vu spoke regarding Southwest Community Center Services/Santa Ana College (SAC) food pantry, Health & Wellness Centers, and suggestions for increasing enrollment.

Mr. Claudio W. Gallegos, representative from the Office of Congressman Lou Correa, presented a certificate to Ms. Weber to congratulate her on her election and inauguration as Student Trustee of the Rancho Santiago Community College District.

1.5 Approval of Minutes

It was moved by Ms. Alvarez and seconded by Ms. Barrios to approve the minutes of the meeting held June 11, 2018. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, and Mr. Yarbrough. Student Trustee Weber’s advisory vote was aye.

1.6 Approval of Consent Calendar

It was moved by Ms. Alvarez and seconded by Ms. Barrios to approve the recommended action on the following items (as indicated by an asterisk on the agenda) on the Consent Calendar, with the exception of Items 3.15 (Agreement with Orange Unified School District [OUSD]), 3.16 (Agreement with OUSD), and 3.17 (Memorandum of Understanding [MOU] with OUSD) removed from the Consent Calendar by Ms. Barrios. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, and Mr. Yarbrough. Student Trustee Weber’s advisory vote was aye.

3.1 Approval of Western Interpreting Network (WIN) Service Agreement

The board approved the Western Interpreting Network service agreement as presented.

3.2 Approval of Standard Inter-Agency Instructional Services Agreement Renewal with City of Huntington Beach Fire Department and Marine

The board approved the standard inter-agency instructional services agreement renewal with the City of Huntington Beach Fire Department and Marine located in Huntington Beach, California as presented.

3.3 Approval of Standard Inter-Agency Instructional Services Agreement Renewal with City of Newport Beach Fire Department and Marine

The board approved the standard inter-agency instructional services agreement renewal with the City of Newport Beach Fire Department and Marine located in Newport Beach, California as presented.

3.4 Approval of Standard Inter-Agency Instructional Services Agreement Renewal with Orange County Lifeguards

The board approved the standard inter-agency instructional services agreement renewal with Orange County Lifeguards located in Dana Point, California as presented.

3.5 Approval of Standard Inter-Agency Instructional Services Agreement Renewal with City of Seal Beach Lifeguards

The board approved the standard inter-agency instructional services agreement renewal with the City of Seal Beach Lifeguards located in Seal Beach, California as presented.

1.6 Approval of Consent Calendar (cont.)

3.6 Approval of Standard Inter-Agency Instructional Services Agreement Renewal with City of Corona Fire Department

The board approved the standard inter-agency instructional services agreement renewal with the City of Corona Fire Department located in Corona, California as presented.

3.7 Approval of Affiliation Agreement Renewal with Regents of University of California

The board approved the affiliation agreement renewal with the Regents of University of California located in Los Angeles, California as presented.

3.8 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 University of California located in Orange, California as presented.

3.9 Approval of Educational Affiliation Agreement Renewal with Garden Grove Unified School District (GGUSD)

The board approved the educational affiliation agreement renewal with GGUSD located in Garden Grove, California as presented.

3.10 Approval of Educational Affiliation Agreement Renewal with Westminster School District

The board approved the educational affiliation agreement renewal with Westminster School District located in Westminster, California as presented.

3.11 Approval of Educational Affiliation Agreement Renewal with Laguna Beach Unified School District (LBUSD)

The board approved the educational affiliation agreement renewal with LBUSD located in Laguna Beach, California as presented.

3.12 Approval of Educational Affiliation Agreement Renewal with Placentia-Yorba Linda Unified School District (PYLUSD)

The board approved the educational affiliation agreement renewal with PYLUSD located in Placentia, California as presented.

3.13 Approval of Educational Affiliation Agreement Renewal with Saddleback Valley Unified School District (SVUSD)

The board approved the educational affiliation agreement renewal with SVUSD located in Mission Viejo, California as presented.

3.14 Approval of Educational Affiliation Agreement Renewal with Tustin Unified School District (TUSD)

The board approved the educational affiliation agreement renewal with TUSD located in Tustin, California as presented.

1.6 Approval of Consent Calendar (cont.)

3.18 Approval of Agreement between RSCCD and Pacific Clinics' Recovery Education Institute (REI)

The board approved the agreement between RSCCD and Pacific Clinics' REI.

3.19 Approval of 2018-2020 eLumen Software Client Services Agreement

The board approved the 2018-2020 software client services agreement with eLumen.

3.20 Approval of One Year Renewal of Instructional Services Agreement with South Coast College

The board approved the one year renewal of instructional services agreement with South Coast College located in Orange, 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 May 26, 2018, to June 12, 2018.

4.3 Approval of Lease between RSCCD and St. Peter Evangelical Lutheran Church

The board approved the lease with St. Peter Evangelical Lutheran Church in Santa Ana as presented.

4.4 Approval of Agreement with MHP, Inc. for On-Call Structural Engineering Services for Various Facility Improvement Projects District-Wide

The board approved the agreement with MHP, Inc. for on-call structural engineering services for various facility improvement projects district-wide as presented.

4.5 Approval of Amendment to Agreement with Lentz Morrissey Architects, Inc. for Professional Design Services for Americans with Disabilities Act (ADA) Upgrades to District Office

The board approved the amendment to the agreement with Lentz Morrissey Architects, Inc. for professional design services for ADA upgrades to the district office as presented.

4.7 Approval of Agreement with Architecture 9 PLLLP for Architectural Design Services for Russell Hall Replacement (Secondary Effect A-214) at Santa Ana College

The board approved the agreement with Architecture 9 PLLLP for architectural design services for Russell Hall replacement (secondary effect A-214) at SAC as presented.

1.6 Approval of Consent Calendar (cont.)

4.8 Approval of Amendment to Agreement with Bernards for Construction Management Services for Science Center at Santa Ana College

The board approved the amendment to the agreement with Bernards for construction management services for the Science Center at SAC as presented.

4.9 Rejection of all Bids for Bid #1348 for Barrier Removal Parking Lot 9 at Santa Ana College

The board rejected all bids for Bid #1348 for barrier removal parking lot 9 at SAC 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-Emery 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 TLC Auctions

The board approved the agreement with TLC Auctions to conduct auctions on an as needed basis as presented.

4.12 Approval of 2018-2019 Contract Listing

The board approved the 2018-2019 contract listing as presented.

4.13 Award of Bid #1350 for Purchase of Hitachi (or Equal) Ultra High Definition Television (TV) Student Camera Systems

The board awarded Bid #1350 for purchase of Hitachi (or equal) ultra high definition TV studio camera systems to VMI, Inc. as presented.

4.14 Rejection of all Bids for Bid #1344 for Sports Field Maintenance at Santiago Canyon College (SCC)

The board rejected all bids for Bid #1344 for sports field maintenance at SCC as presented.

4.15 Rejection of all Bids for Bid #1345 for Landscape Maintenance Services

The board rejected all bids for Bid #1345 for landscape maintenance services as presented.

4.16 Approval of Legal Services Agreement for Bergman Dacey Goldsmith, PLC

The board authorized the Vice Chancellor of Business Operations/Fiscal Services or his designee to renew the proposed agreement between RSCCD and Bergman Dacey Goldsmith, PLC as presented.

1.6 Approval of Consent Calendar (cont.)

4.17 Approval of Legal Services Agreement with Orbach Huff Suarez + Henderson, LLP

The board authorized the Vice Chancellor of Business Operations/Fiscal Services or his designee to renew the proposed agreement between RSCCD and Orbach Huff Suarez + Henderson, LLP as presented.

4.18 Approval of Legal Services Agreement for Atkinson, Andelson, Loya, Rudd & Romo

The board authorized the Vice Chancellor of Business Operations/Fiscal Services or his designee to renew the proposed agreement between RSCCD and Atkinson, Andelson, Loya, Rudd & Romo as presented.

4.19 Approval of Legal Services Agreement for Musick, Peeler & Garrett LLP

The board authorized the Chancellor or his designee approve the agreement between RSCCD and Musick, Peeler & Garrett LLP as presented.

4.20 Approval of Legal Services Agreement for Liebert Cassidy Whitmore

The board authorized the Vice Chancellor of Human Resources or a designee to renew the agreement for professional services between RSCCD and Liebert Cassidy Whitmore for the period of July 1, 2018, through June 30, 2020, as presented.

4.21 Approval of Agreement for General Counsel Services - AlvaradoSmith

The board authorized the Vice Chancellor of Business Operations/Fiscal Services or a designee to renew the proposed agreement between RSCCD and AlvaradoSmith as presented.

4.22 Approval of Agreement with Nicole Miller & Associates

The board authorized the Chancellor or his designee to renew the agreement between RSCCD and Nicole Miller & Associates for the period of July 1, 2018, through June 30, 2019, as presented.

4.23 Approval of Services from State of California Department of Justice

The board approved engaging the State of California Department of Justice to provide fingerprinting and reimbursement services as presented.

4.24 Approval of Purchase Orders

The board approved the purchase order listing for the period April 22, 2018, through May 26, 2018.

1.6 Approval of Consent Calendar (cont.)

*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:

- Governor's Office of Business & Economic Development \$ 20,000
(GO-Biz) Capital Infusion Program (CIP) Grant (District) –
Augmentation
- Career and Technical Education Act (CTEA) Title I-C \$ 894,480
(District/SAC/SCC)
- CTEA Title I-C Career Technical Education (CTE) \$ 82,754
Transitions (District/SAC/SCC)
- Fiscal Agent for the Regional Consortia (District) \$2,070,000
- Nursing Program Support Grant (SAC) \$ 207,358
- Saint Joseph Hospital On-Site Associate Degree Nursing \$ 134,875
Program (SAC)
- Santa Ana Middle College High School (SAC) \$ 100,000
- Song-Brown Health Care Workforce Training Program – \$ 200,000
Registered Nurse Education: Capitation for Associate
Degree Nursing Program (SAC)
- Song-Brown Health Care Workforce Training Program - \$ 125,000
Registered Nurse Education: Special Program for
Associate Degree Nursing Program (SAC)
- Youth Empowerment Strategies for Success - Independent \$ 22,500
Living Program (YESS – ILP) (SAC)

5.2 Approval of Sub-Agreements between RSCCD and Butte-Glenn, Cabrillo, Grossmont-Cuyamaca, Riverside, Santa Barbara and State Center Community College Districts for Regional Consortia funded by Carl D. Perkins Career and Technical Education Improvement Act of 2006, Perkins IV Title I-Part B Grant

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.

5.3 Adoption of Resolution No. 18-14 for Office of Statewide Health Planning and Development for Song-Brown Health Care Workforce Training Program, Registered Nurse Education Special Program Grant (Agreement #18-40)

The board adopted Resolution No. 18-14 with the Office of Statewide Health Planning and Development 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 ACT Standard Agreement Form between RSCCD and ACT, Inc. for administering WorkKeys Assessments

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.

1.6 Approval of Consent Calendar (cont.)

5.5 Approval of Lease Agreement between RSCCD and Los Angeles Chamber of Commerce for Strong Workforce Program

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.

5.6 Approval of Agreement with RSCCD and 25th Hour Communications for Marketing and Advertising Services

The board approved the agreement with 25th Hour Communications 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 Administration of Oath of Allegiance and Badge Pinning District Safety & Security Officers

Chief Toni Bland administered the Oath of Allegiance to Sergeants Keith Benjamin (SAC), Alfonso Escobar (Centennial Education Center [CEC]), Scott Greenhalgh (SCC), Tim Herndon (SAC), Joseph Lordanich (SCC), Chris Luzader (CEC), Daniel Martinez (SAC), Edgar Quinonez (SAC), Tiffany Tingirides (SCC), and Tom Urbina (SAC). The board welcomed them to the District Safety & Security office.

2.0 INFORMATIONAL ITEMS AND ORAL REPORTS

2.1 Report from Student Trustee

Ms. Weber provided a report to the board.

2.2 Reports from Student Presidents

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

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

2.3 Report from Classified Representative

There was no representation from classified staff.

2.4 Reports from Academic Senate Presidents

Mr. Michael DeCarbo, Academic Senate President, Santiago Canyon College provided a report to the board:

There was no representation from Santa Ana College.

2.5 Reports from College Presidents

The following college representatives provided reports to the board:

Dr. Marilyn Flores, Vice President, Santiago Canyon College
Dr. Linda Rose, President, Santa Ana College

2.6 Report from the Chancellor

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

Since Mr. Austin Webster, representative from Townsend Public Affairs was in the audience, it was moved by Ms. Alvarez and seconded by Ms. Barrios to suspend the rules and consider Item 5.7 at this time. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, and Mr. Yarbrough. Student Trustee Weber's advisory vote was aye.

5.7 Approval of Renewal of Contract for Townsend Public Affairs, Inc.

It was moved by Ms. Alvarez and seconded by Mr. Labrado to approve the contract for consulting services with Townsend Public Affairs, Inc. as presented. Mr. Yarbrough commended TPA, Inc. on its service to RSCCD. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, and Mr. Yarbrough. Student Trustee Weber's advisory vote was aye.

Ms. Barrios recused herself by leaving the room during discussion of Items 3.15, 3.16, and 3.17.

3.0 INSTRUCTION

Items 3.1 through 3.14, 3.18, 3.19, and 3.20 were approved as part of Item 1.6 (Consent Calendar).

3.15 Approval of Renewal of Consulting Agreement with Orange Unified School District

It was moved by Ms. Alvarez and seconded by Mr. Labrado to approve the renewal of consulting agreement with OUSD. The motion carried with the following vote: Aye – Ms. Alvarez, Mr. Hanna, Mr. Hernandez, Mr. Labrado, and Mr. Yarbrough. Student Trustee Weber's advisory vote was aye.

3.16 Approval of Three Year Renewal of Instructional Services Agreement with Orange Unified School District

It was moved by Ms. Alvarez and seconded by Mr. Labrado to approve the three year renewal of instructional services agreement with OUSD as presented. The motion carried with the following vote: Aye – Ms. Alvarez, Mr. Hanna, Mr. Hernandez, Mr. Labrado, and Mr. Yarbrough. Student Trustee Weber’s advisory vote was aye.

3.17 Approval of Renewal of Memorandum of Understanding for Bridge Program with Orange Unified School District

It was moved by Ms. Alvarez and seconded by Mr. Labrado to approve the renewal of the MOU for Bridge Program with OUSD. The motion carried with the following vote: Aye – Ms. Alvarez, Mr. Hanna, Mr. Hernandez, Mr. Labrado, and Mr. Yarbrough. Student Trustee Weber’s advisory vote was aye.

Ms. Barrios returned to the room at this time.

4.0 BUSINESS OPERATIONS/FISCAL SERVICES

Items 4.1, 4.2, 4.3, 4.4, 4.5 and 4.7 through 4.24 were approved as part of Item 1.6 (Consent Calendar).

4.6 Approval of Five Year Construction Plan (2020-2024) and Initial Project Proposals (IPPs) for Santa Ana College and Santiago Canyon College

It was moved by Mr. Labrado and seconded by Ms. Alvarez to approve the Five Year Construction Plan (2020-2024) and IPPs for SAC and SCC as presented. Ms. Carri Matsumoto provided a presentation on the Five Year Construction Plan (2020-2024). Board members received clarification on data related to the presentation from Ms. Matsumoto.

Ms. Weber left the room during the presentation.

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

5.0 GENERAL

Items 5.1 through 5.6 were approved as part of Item 1.6 (Consent Calendar). Item 5.7 (Contract for Townsend Public Affairs, Inc.) was considered after Item 2.6 (Chancellor’s Report).

- 5.8 Approval of Representative for Labor Negotiation for Unrepresented Employees (pursuant to Government Code Section 54957.6a)
- a. Ruben Smith, Esq.
 - b. Raúl Rodríguez, Ph.D.

It was moved by Ms. Alvarez and seconded by Mr. Hanna to approve Mr. Smith and Dr. Rodríguez as representatives for labor negotiations for unrepresented employees. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, and Mr. Yarbrough.

Ms. Weber returned to the room at this time.

5.9 Board Member Comments

In reference to Brandon Vu's comments made during Item 1.4 (Public Comments) regarding other (than Southwest Community Center Service) possibilities for SAC students who need food assistance, Mr. Hanna asked the chancellor to provide direction to the board regarding the viability of other possibilities.

Mr. Hanna indicated he is looking forward to both college's reports regarding access to health care centers at the August board meeting. He noted that when the student health fees were implemented, it was understood that all students were to have a full range of health care services available to them. He suggested a future health care topic include district employees without insurance having access to health care services on campus.

Ms. Alvarez announced that a Board Safety & Security Committee meeting is scheduled for July 17 and a Board Policy Committee meeting is scheduled for August 7, 2018. She asked board members to let her know if there were items they want reviewed at either meeting.

Ms. Alvarez commended the ten safety officers who took the oath of allegiance and were pinned with badges at today's meeting. She expressed a priority to keep RSCCD's campuses safe.

Mr. Hernandez provided a report on the Orange County Community College Legislative Task Force meeting held on June 20, 2018.

Mr. Hernandez encouraged others to attend an Orange County Board of Supervisors meeting on June 26 to show support for planning to have a veterans' cemetery within the boundaries of RSCCD.

Mr. Yarbrough asked that the photos of Sergeant Lordanich's daughter, Lacie, leading the pledge of allegiance to the United State flag be sent to her parents.

Mr. Yarbrough asked Mr. Hernandez if he would like to have the answers to his questions regarding items on the agenda be attached to the minutes. Mr. Hernandez answered affirmatively.

5.9 Board Member Comments (cont.)

Mr. Yarbrough indicated Ms. Mendoza is not in attendance due to illness and sent her well wishes.

RECESS TO CLOSED SESSION

The board convened into closed session at 6:11 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 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: Melanie L. Chaney, J.D., Partner, Liebert Cassidy Whitmore
Raúl Rodríguez, Chancellor

Employee Organizations: Faculty Association of Rancho Santiago Community College District (FARSCCD)
Continuing Education Faculty Association (CEFA)

4. Conference with Labor Negotiator (pursuant to Government Code Section 54957.6)
 - a. Agency Negotiator: Ruben Smith, Esq.
Unrepresented Employee: Chancellor
 - b. Agency Negotiator: Ruben Smith, Esq. and Raúl Rodríguez, Ph.D.
Unrepresented Employees: Vice Chancellors, College Presidents

5. Conference with Real Property Negotiators (pursuant to Government Code Section 54956.8)
Property: 15991 Armstrong Ave., Tustin, California
Agency Negotiators: Raúl Rodríguez, Chancellor, Rancho Santiago Community College District
Negotiating Parties: County of Orange
Under Negotiation: Sale of Property

Ms. Weber left the meeting at this time.

RECONVENE

The board reconvened at 8:01 p.m.

Closed Session Report

Ms. Alvarez reported during closed session the board discussed public employment, anticipated litigation, real property negotiations, and labor negotiation; and took action not to renew the chancellor's contract because he submitted a letter of retirement effective June 30, 2019, and to approve a change in policy to enter into two-year rather than three-year

Closed Session Report (cont.)

contracts for cabinet and executive level employees, with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Yarbrough, and a nay vote from Mr. Labrado.

Public Comment

There were no public comments.

6.0 HUMAN RESOURCES

6.1 Management/Academic Personnel

It was moved by Ms. Alvarez 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. Hanna, Mr. Hernandez, Mr. Labrado, and Mr. Yarbrough.

- Approve New Job Descriptions
- Approve Employment Agreements
- Approve Changes of Assignments
- Approve Interim Assignments
- Approve Extensions of Interim Assignment
- Ratify Resignations/Retirements
- Approve Appointments
- Approve 2017-2018 Contract Extension Days
- Approve 2018-2019 Contract Extension Days
- Approve 2018-2019 Additional Contract Extension Days
- Approve Beyond Contract/Overload Stipends
- Rescind Beyond Contract/Overload Stipends
- Approve Part-time Hourly New Hires/Rehires
- Approve Non-paid Intern Services

6.2 Classified Personnel

It was moved by Ms. Alvarez 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. Hanna, Mr. Hernandez, Mr. Labrado, and Mr. Yarbrough.

- Approve New Appointments
- Approve Professional Growth Increments
- Approve Out of Class Assignments
- Approve Changes in Position

6.2 Classified Personnel (cont.)

- Approve Changes in Salary Placements
- Approve Leaves of Absence
- Ratify Resignations/Retirements
- Approve Temporary Assignments
- Approve Changes in Temporary Assignments
- Approve Additional Hours for Ongoing Assignments
- Approve Substitute Assignments
- Approve Miscellaneous Positions
- Approve Community Service Presenters and Stipends
- Approve Instructional Associates/Associate Assistants
- Approve Volunteers
- Approve Student Assistant Lists

6.3 Discussion and Approval of Change in Policy Regarding Term of Cabinet and Executive Level Contracts

It was moved by Ms. Alvarez and seconded by Ms. Barrios to discuss and approve a change in policy to enter into two-year rather than three-year contracts for cabinet and executive level employees. Discussion ensued. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Yarbrough, and a nay vote from Mr. Labrado.

7.0 **ADJOURNMENT**

The next regular meeting of the Board of Trustees will be held on Monday, July 16, 2018.

There being no further business, Mr. Yarbrough declared the meeting adjourned at 8:08 p.m.

Respectfully submitted,

Raúl Rodríguez, Ph.D.
Chancellor

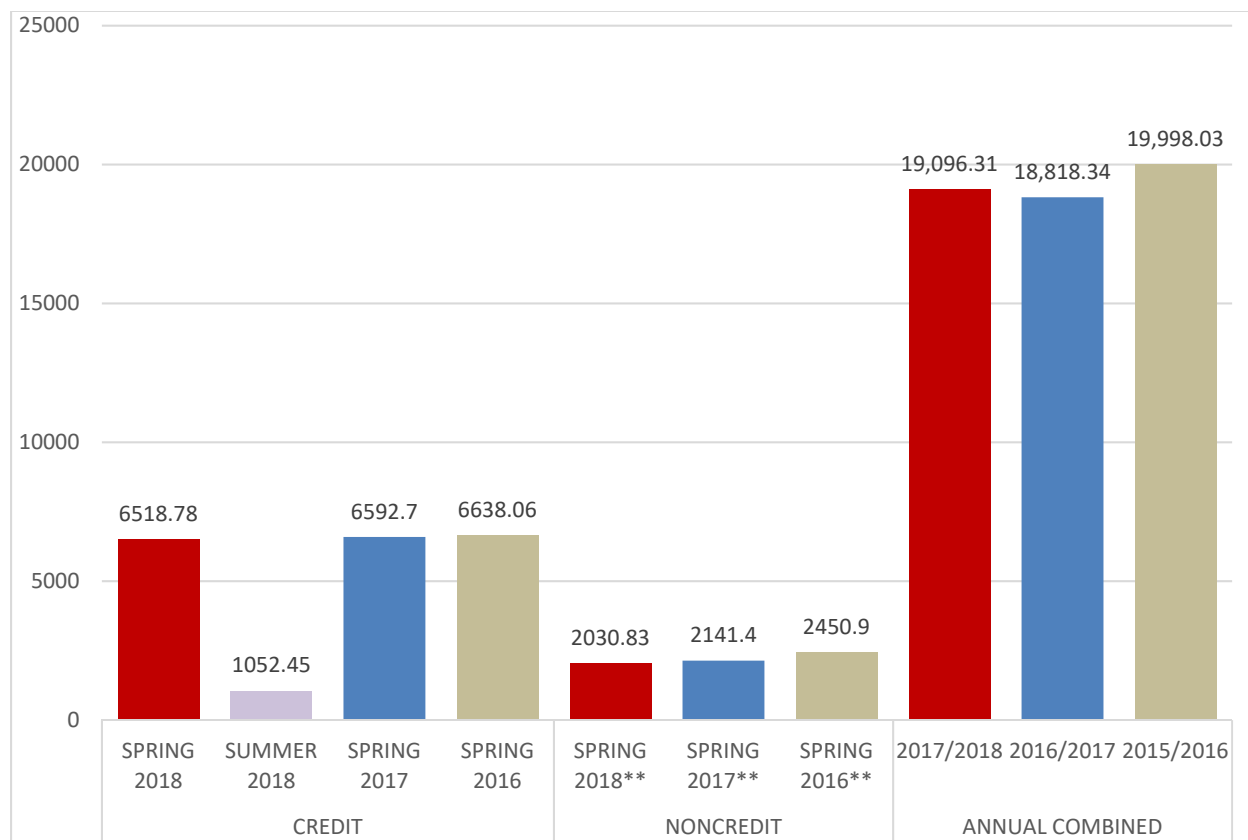
Approved: _____
Clerk of the Board

Minutes approved: July 16, 2018



SAC 2018 SPRING/SUMMER ENROLLMENT SNAPSHOT

Date: 06/22/18



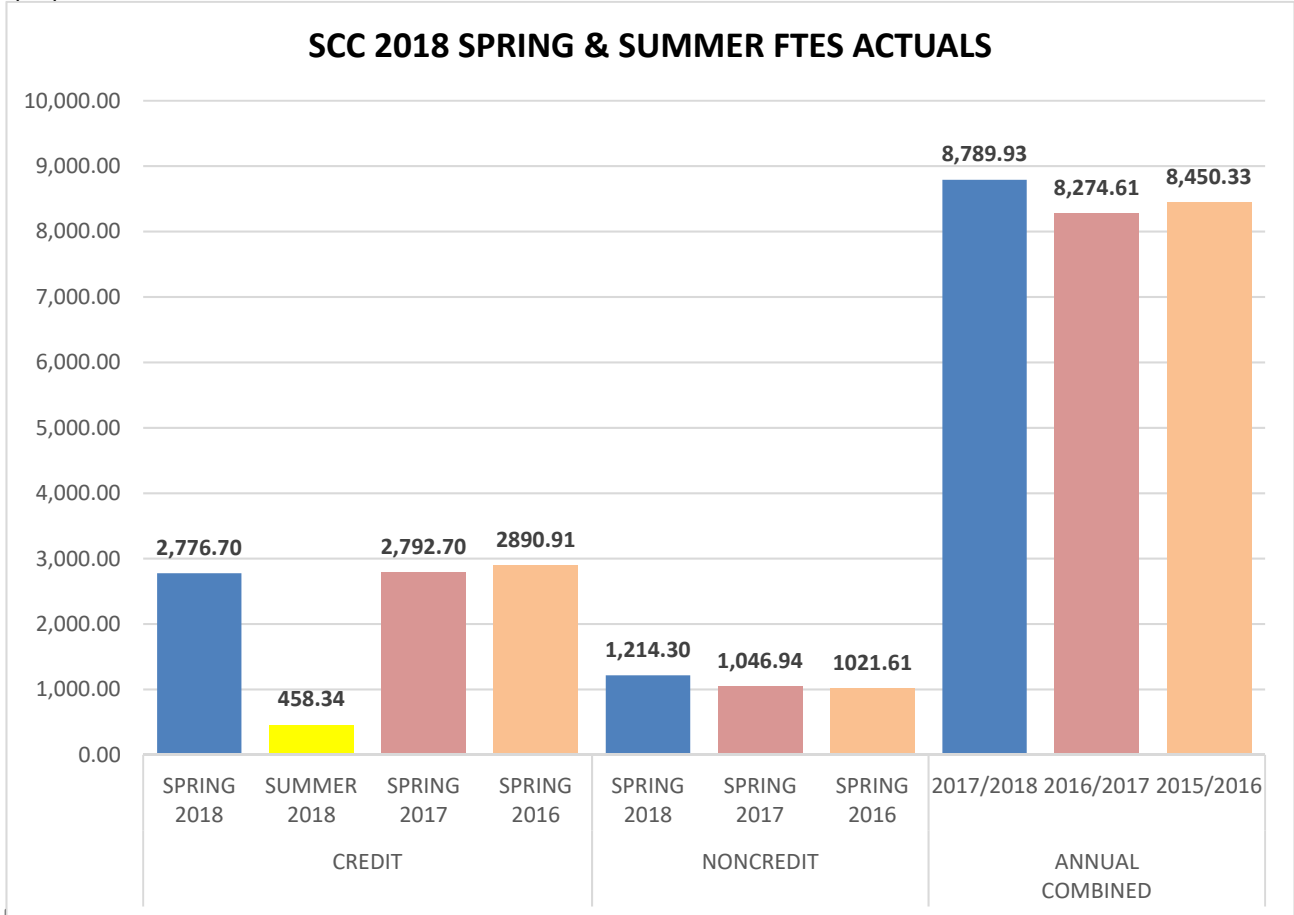
PROJECTED FTES

TERMS	2017/2018	DIFF	PCT
CREDIT SPRING TARGET*	7,302		
CREDIT SPRING PROJECTION*	7,140	-162	-2%
NONCREDIT SPRING TARGET**	2,500		
NONCREDIT SPRING PROJECTION**	2,173	-327	-13%
SUMMER SHIFT PROJECTION	915		
COMBINED ANNUAL TARGET	20,407		
COMBINED ANNUAL PROJECTION	20,265	-142	-1%

* Includes 510.54 FTES earned in intersession ** Includes Summer before June 30th for Noncredit
SAC Projection is 65 FTES Below 2015/2016 Base of 20,330

**SCC 2018 SPRING & SUMMER
ENROLLMENT SNAPSHOT**

6/22/2018



PROJECTED FTES

TERMS	2017/2018	DIFF	PCT
CREDIT SPRING TARGET	2814		
CREDIT SPRING PROJECTION	2798	-16	-0.6%
NONCREDIT SPRING TARGET	1257		
NONCREDIT SPRING PROJECTION	1257	0	0.0%
SUMMER BORROW PROJECTION	425		
PRE-JULY 1st CENSUS ACTUALS	458.34		
POST-JULY 1st CENSUS ACTUALS	66.93		
COMBINED ANNUAL TARGET*	8619		
COMBINED ANNUAL PROJECTION w/Borrowing	9107	+488.00	+5.7%

SOURCES: Executive Dashboard

*Note 2015-2016 Actuals 8571; target based on revenue adjustment and includes FLEX boost of approx. 10 FTES credit/40 FTES noncredit



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Inter-Office Memorandum

DATE: June 25, 2018
TO: Board of Trustees
FROM: Marilyn Flores (for John Hernandez)
SUBJECT: Reply to Questions - BOT Meeting June 25, 2018

The following questions were forwarded to SCC for the June 25 RSCCD Board meeting.

Agenda Item 3.20 - Agreement with South Coast College.

Q1: What is the expected approx. state apportionment funds per each student hour for RSCCD/SCC per this agreement?

Q2: What would be approx. total of funds generated for RSCCD/SCC on this agreement based on 20,800 student hours?

Q3: Are there any additional funds (billings) that RSCCD/SCC would receive from this contract?

Here are the answers to Contract 3.20 Agreement with South Coast:

- Q1. RSCCD will receive approximately \$9.71 per student attendance hour as state apportionment. Under this agreement, RSCCD will pay South Coast College \$2.50 per student attendance hour and keep the difference of \$7.21 per student attendance hour.
- Q2. 20,800 hours is the maximum number of hours that would be allowable under this agreement but it is unlikely that we would reach the maximum. If we do reach the maximum, the funds generated for RSCCD would be approximately \$150,000 (20,800hrs x \$7.21). In 2017-18, the number of student hours will be approximately 2,625 hours (5 FTES) and will generate approximately \$19,000 (2,625hrs x \$7.21) of state apportionment for RSCCD. It is important to note that under this agreement there are no other costs to RSCCD so the \$19,000 is positive revenue. As such, Instructional Service Agreements are looked upon as attractive options for the college.
- Q3. No.

CC: Raul Rodriguez

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

2323 N. Broadway
Santa Ana, CA 92706
(714) 480-7340 – Office
(714) 796-3950 – Fax

Date: June 25, 2018
To: Dr. Raúl Rodríguez
From: Peter J. Hardash
Subject: Responses to Board of Trustees Requests/Questions

From Trustee Zeke Hernandez

Agenda Item 4.4 - Agreement with MHP, Inc.

Q1: Which other consultant contractors are providing same type of services(s) to RSCCD?

- The District has utilized the structural engineering services from Saiful Bouquet, Inc., Simpson Gumbertz & Heger, and Engineering Alignment Systems in the past for on-call structural engineering services. Saiful Bouquet, Inc. has not been able to accommodate on-call service requests from the District due to timing and workload, and Engineering Alignment Systems closed its office due to a principal employee's retirement last year. Simpson Gumbertz & Heger's contract has expired. As of July 1, 2018 MHP will be the only available on-call structural engineering firm.

Q2: Why are we not having an updated RFQ (as this one was processed in 2014)?

- The District has a prequalified shortlist and undertook an extensive RFQ review process with structural engineering firms in 2014. An RFQ for a prequalified shortlist for professional services is typically undertaken every 5 years to align with the contractual limits for services per Education Code Section 17596. A new RFQ is scheduled to be released in and around June of 2019 to establish a new prequalified list of firms for structural engineering services as it takes several months to complete this process and requires extensive work by both the District and the firms that participate in the process. Government Code Section 4526 governs contracts for public agencies for engineering services which requires that such services are based on demonstrated competence and qualifications for services, such as DSA experience, be performed at reasonable prices for public agencies. The list of prequalified firms is still valid and the rates proposed by firms are still subject to the current timeframe of 2014-2018 which provides the District the opportunity to negotiate these rates for the timeframe qualified.

Q3: Of the nine (9) firms who qualified; why was this one chosen?

- This firm has been timely to respond to urgent requests by the District for life safety concerns and is able to execute and agree to the District's required contractual terms. The firm's hourly rates remain competitive as the District has been able to maintain 2015 rates for the duration of the current contract that is set to expire June 30, 2018. Many firms are not able to accommodate this scope of work which is immediate response time and has a quick turn-around. Additionally, the rates outlined in the new agreement have been agreed upon by MHP at 2018 rates for a three year duration. At the time a new RFQ is issued in 2019, rates for firms will increase as there have been several firms who would like to increase rates annually as there has been an abundance of work in the industry to drive up costs. MHP has had a proven record of demonstrated competence and has been able to respond on the same day or next day with a report and/or needed recommendations within a 24 hour turn around for eminent safety issues that need immediate investigation/attention. For example, they responded timely to SCC when there were noticeable cracks in the soffits (below the decks) at Buildings A & B, including the SCC Child Development Shade Structure rotted column and sagging roof concerns. Additional investigations have included the SCC Library, Digital Media Center and Orange County Sheriff's Regional Training Center.

Q4: Provide listing of instances and total cost of services to RSCCD for period July1, 2017 to June 30, 2018 at all of the facilities District-wide?

The below are expenses and instances for the period of July 1, 2017 – May 11, 2018 for the MHP on-call agreement. June 2018 billing has not been processed yet for payment.

MHP On-Call Agreement	
Expenses July 1, 2017 – May 11, 2018	
\$ 350.00	SCC Soffit Repairs
\$ 742.50	SAC M&O Bldg. Storage Racks- Seismic Review
\$ 1,237.50	SCC -104/105 Portables- Deteriorated Foundation
\$ 1,935.00	SCC Bldg. D Fan Coil - Anchoring
\$ 290.00	SCC Bldg. D Fan Coil - Anchoring
\$ 337.50	SAC Phillips Hall Deployable Hung Stage Projectors
\$ 67.50	SAC Phillips Hall Deployable Hung Stage Projectors
\$ 727.00	SCC Soffit Repairs
\$ 787.50	SCC Soffit Cracks Assessment
\$ 2,300.00	SAC A214 Floor Load Analysis
\$ 2,500.00	SAC Security Bldg., Key Mgmt. & Lockers- Load and Seismic Tie Down
\$ 2,500.00	SAC Phillips Hall Stage Lighting - Load and Seismic Safety
\$ 4,250.00	DO Bldg. Structural Review
\$ 18,024.50	Total

Agenda Item 4.9 - Rejection of Bids - SAC Parking Lot #9.

*I support the request to reject all bids. Please work/present to Board Facilities Committee for additional discussion on overall bid invites + request for information/discussion on making sure we have lot descriptions, adequate signage, etc.

Q1: What were the reasons for protest by Patriot Contracting and how were their concerns/questions, etc., were addressed?

- Patriot Contracting & Engineering letter of protest contained concerns over the following: listing of subcontractors in excess of ½ of 1% of the contract amount; removal and hauling of materials; concrete license; listing of subcontractor PaveWest Paving. The issues of protest were reviewed by legal counsel Kimble Cook. As outlined in the Board docket summary, the project bid came in well over the anticipated budget estimate of \$275,000 and the staff is currently reviewing the scope of work and developing an alternative plan. Per Board Policy and Administrative Regulations 6340 and 6332, the Board has the authority to reject any and all bids and contract proposals. The contactors who bid the project were informed that the District intends to reject all bids at today’s Board meeting and were provided this notice in writing. They were also informed the bids were over the anticipated project cost estimates.

Agenda 4.14 - Rejection of Bids at SCC , Sports Field Maintenance.

Q1: Is there any impact to the firm's listing on (see Agenda Item #4.12) '18-'19 Contract Listing?

- There is no impact to the firm’s listed on the 2018-19 Contract Listing. So Cal Land Maintenance was awarded a contract in 2017 for one (1) year. The current contract includes the option to renew for four (4) additional one (1) year renewals, not to exceed five years total. The contract list entry is to continue utilizing the services provided by So Cal Land Maintenance for sports field maintenance for the second one year term (2018-2019).

Agenda 4.15 - Reject all Bids, Landscape Maintenance Services.

Q1: Three (3) sites are listed - Why is Digital Media Services (SAC) included in this contract (with two [2] SCC sites)?

- The Digital Media Center does not have a dedicated employee to tend to the grounds, this service has been contracted out along with the Santiago Canyon College's facilities.

Q2: Or is this Digital Media Services different than site located at 1300 S. Bristol St., SA?

- The Digital Media Center (DMC) is the building located at 1300 S. Bristol Street in Santa Ana.

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
Office of the Chancellor

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Date: June 25, 2018
From: Dr. Raúl Rodríguez
Subject: Responses to Board Requests

From Trustee Zeke Hernandez

Agenda Items 4.16, 4.17, 4.18, 4.19, 4.20 – Legal Services Agreements. (PERTAINS TO 6/11 Agenda ITEMS 4.16, 4.17, 4.18, AND 5.16). NOTE: June 11 Agenda Item 5.16 (Legal Services Agreement – Feldhake Law Firm) was pulled from agenda at the 6/11 Board meeting – but is not included in June 25 Agenda for approval.

Q1: Why was this not included for Board approval?

Response: It was agreed that an agreement with Feldhake was not required at this time.

Q2: What were the issues related to 6/11 agenda items (4.16, 4.17, 4.18, and 5.16) and how were they addressed?

Response: Matt Hansen, an attorney with AlvaradoSmith, worked under the direction of Ruben Smith with the legal firms on any issues relating to the agreements. The following changes were made to the agreements submitted for approval at the June 11 board meeting:

- *AALRR (4.18) – removed the language in the agreement allowing them to coordinate dual representation as necessary*
- *Musick, Peeler & Garrett (4.19) – agreed not to charge for travel*
- *Liebert Cassidy (4.20) – reduced their legal fees by \$10/hour*

Agenda Items 4.19 and 4.20 – Legal Services Agreement.

Q1: These two (2) items were not included in the 6/11 Board meeting agenda packet, and they have been included for Board approval at the 6/25 meeting. Would these have the same questions/concerns that are related to the questions/concerns noted for the previous agenda items (4.16, 4.17, 4.18, and 5.16)?

Response: The agreement with Musick was not on the June 11 board meeting agenda because it was not finalized in time. The Liebert Cassidy agreement was on the June 11 board meeting agenda as Item 6.4.

Q2: If so, are they being addressed and are now Ok?

Response: See response to Q2 above.

Agenda Item 5.1 – Resource Development Items.

Q1: Clarify original intent of Middle College ... “for high ability, at risk youth”? Would this be true for today’s current students attending Middle College?

Response: *The Middle College High School (MCHS) is a program that is operated by Santa Ana Unified School District. It is a fully functional high school with its own assigned principal and teachers that is located on the Santa Ana College campus. The question of the original intent of the program and the current reality of the program could only be answered by representatives of the Santa Ana Unified School District (SAUSD), as it is their program. The admissions criteria is available on the SAUSD website.*

Q2: How are these students being factored in for basis of FTES for RSCCD? And what is the financial result for RSCCD?

Response: *The students in the MCHS program count for the collection of Average Daily Attendance (ADA) for the SAUSD. The students in this program count toward FTES for Santa Ana College when they take college-level courses. Each year Santa Ana College serves approximately 200 MCHS students. These students take between 800-850 unique courses annually and generate approximately 115 FTES a year. At \$5,071.80 per credit FTES, the district earns around \$583,257 in apportionment from the MCHS program.*

Q3: Are there possibilities for expansion or is there a “target” limit as to number of student enrollments?

Response: *The program is funded through a grant from the Chancellor’s Office and it requires a 1-to-1 match that is supplied by the SAUSD. At the present time, additional grant funds to develop new programs or to expand existing programs are not available from the Chancellor’s Office. The limitation on the number of student enrollments is determined by the physical capacity of the facilities. The total number of students attending MCHS is 352. This number is set by SAUSD. In 2016-2017 there were 203 MCHS students enrolled in classes at SAC resulting in 833 enrollments for an estimated FTES of 114. In fall 2017 there were 207 MCHS students enrolled in classes at SAC.*

Additional Notes

2017-2018 – highlights

- *Number of MCHS Graduates = 83*
- *1 student, Ms. Yuliana Velasquez completed the requirements to earn a Welding Certificate*
- *66 students earned the Seal of Bi-literacy in Spanish*
- *3 students earned 2 Seals of Bi-literacy in Spanish and American Sign Language*
- *36 students earn SAC Associate Degrees*
- *18 students earned Associate Degrees with honors*
- *11 students earned two Associate Degrees*
- *35 students transferred to a 4-year university*
- *3 students will leave California to attend universities in: Arizona, Colorado, New York*
- *43 students will enroll at SAC*