

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT (RSCCD)

2323 North Broadway, #107

Santa Ana, CA 92706

Board of Trustees

(Regular meeting)

Monday, February 4, 2019

MINUTES

1.0 PROCEDURAL MATTERS

1.1 Call to Order

The meeting was called to order at 4:33 p.m. by Ms. Claudia Alvarez. Other members present were Ms. Arianna Barrios, Mr. John Hanna, Mr. Zeke Hernandez, Mr. Larry Labrado, Ms. Nelida Mendoza, and Ms. Elizabeth Weber. Mr. Phillip Yarbrough arrived at the time noted.

Administrators present during the regular meeting were Ms. Tracie Green, Dr. John Hernandez, Mr. Peter Hardash, 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. Weber, Student Trustee, Rancho Santiago Community College District.

1.3 Approval of Additions or Corrections to Agenda

It was moved by Mr. Labrado and seconded by Ms. Weber to approve a revised page (8) on the agenda. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, and Ms. Mendoza. Student Trustee Weber's advisory vote was aye.

1.4 Public Comment

Mr. Robert Manson extended gratitude to the board on behalf of the management staff for its consideration and recognition of management staff by approving its salary schedule at the January 14, 2019, board meeting.

1.5 Approval of Minutes

It was moved by Mr. Labrado and seconded by Ms. Mendoza to approve the minutes of the meeting held January 14, 2019, and the minutes of the Board Retreat held on January 18 and 19, 2019. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, and Ms. Mendoza. Student Trustee Weber's advisory vote was aye.

1.6 Approval of Consent Calendar

It was moved by Mr. Labrado and seconded by Ms. Mendoza 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 4.12 (Agreement with Comevo for Online Orientation Software for Santa Ana College [SAC] and Santiago Canyon College [SCC]) removed by Mr. Hernandez. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, and Ms. Mendoza. Student Trustee Weber’s advisory vote was aye.

3.1 Approval of Educational Affiliation Agreement Renewal with NextStep Fitness, Inc.

The board approved the educational affiliation agreement renewal with NextStep Fitness, Inc. located in Lawndale, California as presented.

3.2 Approval of Educational Affiliation Agreement with San Marcos Unified School District

The board approved the educational affiliation agreement with San Marcos Unified School District (USD) located in San Marcos, California as presented.

3.3 Approval of Dual Enrollment Agreement between Santa Ana College and Garden Grove Unified School District

The board approved the dual enrollment agreement between SAC and Garden Grove USD located in Garden Grove, 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 January 3, 2019, to January 22, 2019.

4.3 Approval of Nonresident Fees for 2019-2020

The board approved establishing the nonresident tuition fee at \$265 per unit, capital outlay fee at \$35 per unit, and application fee at \$25 for 2019-2020 as presented.

4.4 Approval of Quarterly Financial Status Report (CCFS-311Q) for Period Ended December 31, 2018

The board approved the CCFS-311Q for the period ended December 31, 2018, as presented.

4.6 Approval of Change Order #2 for RT Contractor Corporation for Bid #1349 for Mailroom at District Operations Center

The board approved change order #2 for RT Contractor Corporation for Bid #1349 for the Mailroom at the District Operations Center as presented.

1.6 Approval of Consent Calendar (cont.)

4.7 Acceptance of Completion of Bid #1349 for Mailroom at District Operations Center and Approval of Recording a 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 Agreement with Ridge Landscape Architects for On-Call Landscape Architectural Services for Various Facility Improvement Projects District-Wide

The board approved the agreement with Ridge Landscape Architects for on-call landscape architectural services for various facility improvement projects district-wide as presented.

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

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

4.10 Approval of Change Order #1 for De La Torre Commercial Interiors, Incorporated for Bid #1355 for Building B Interior Improvements at Santiago Canyon College

The board approved change order #1 for De La Torre Commercial Interiors, Incorporated for Bid #1355 for Building B Interior Improvements at SCC as presented.

4.11 Acceptance of Completion of Bid #1355 for Building B Interior Improvements at Santiago Canyon College and Approval of Recording a Notice of Completion

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

4.13 Approval of Vendor Name Change

The board approved the vendor CPP, Inc. name change to The Myers-Briggs Company as presented.

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:

- California Early Childhood Mentor Program (SAC/SCC) \$ 1,185
- Project RAISE (Regional Alliance in Science, Technology, Engineering and Math [STEM] Education) – Year 3 (SCC) \$ 20,000
- Student Equity and Achievement Program (SAC/SCC) \$13,286,941

1.6 Approval of Consent Calendar (cont.)

- 5.2 Approval of Sub-Agreements between RSCCD and Chabot-Las Positas, Foothill-DeAnza, Glendale, Palomar, San Mateo, Santa Barbara, Sonoma County Junior and State Center College Community College Districts to Award 2018-2019 Deputy Sector Navigator Grants to Host Colleges/Districts in State of California

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 Approval of First Amendments to Sub-Agreements between RSCCD and Chaffey, Los Rios, MiraCosta, Mt. San Antonio, San Francisco, Ventura, and Yosemite Community College Districts to award Centers of Excellence (COE) for Labor-Market Research Grants to Host Colleges/Districts in State of California

The board approved the first amendments to the sub-agreements and authorized the Vice Chancellor, Business Operations/Fiscal Services or his designee to sign and enter into related contractual agreements on behalf of the district.

- 5.4 Approval of First Amendment to Sub-Agreement between RSCCD and Mt. San Antonio Community College District for Technical Assistance Providers for Contract Education Funded by Fiscal Agent Talent Administration and Sector Strategy Grant

The board approved the first amendment to the sub-agreement and authorized the Vice Chancellor, Business Operations/Fiscal Services or his designee to sign and enter into a related contractual agreement on behalf of the district.

- 5.5 Approval of First Amendment to Sub-Agreement between RSCCD and Butte-Glenn Community College District Funded by Carl D. Perkins Career and Technical Education Improvement Act of 2006, Perkins IV Title I-Part B Grant

The board approved the first amendment to the sub-agreement and authorized the Vice Chancellor, Business Operations/Fiscal Services or his designee to sign and enter into a related contractual agreement on behalf of the district.

- 5.6 Approval of First Amendment to Sub-Agreement between RSCCD and Integrative Impact LLC for Sector Navigator – Information Communications Technology/Digital Media Sector Grant

The board approved the first amendment to the sub-agreement and authorized the Vice Chancellor, Business Operations/Fiscal Services or his designee to sign and enter into a related contractual agreement on behalf of the district.

1.6 Approval of Consent Calendar (cont.)

5.7 Approval of First Amendment to Sub-Agreement between RSCCD and productOps for Strong Workforce Program K-12 Pathway Coordinators and K-14 Technical Assistance Providers Grant

The board approved the first amendment to the sub-agreement and authorized the Vice Chancellor, Business Operations/Fiscal Services or his designee to sign and enter into a related contractual agreement on behalf of the district.

5.8 Approval of Service Agreement with Jennifer Walsvick

The board approved the service agreement with Jennifer Walsvick 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.

5.9 Approval of Board of Trustees' Guiding Principle and Charges to Chancellor for 2019-2020

The board approved and adopted the Board of Trustees' Guiding Principle and Charges to the Chancellor for 2019-2020.

1.7 Presentation of Santa Ana College Shirts to New Faculty Members

On behalf of the Board of Trustees and the Southwest Regional Council of Carpenters, Mr. Hanna presented Santa Ana College shirts (made in the USA) to new faculty members at Santa Ana College.

2.0 INFORMATIONAL ITEMS AND ORAL REPORTS

2.1 Report from the Chancellor

Dr. Raúl Rodríguez, Chancellor, provided a report to the board. In addition, since Dr. Linda Rose, President, Santa Ana College, was not in attendance; Dr. Rodríguez provided a written report from Dr. Rose.

Mr. Yarbrough arrived during Dr. Rodríguez' report.

2.2 Reports from College Presidents

Dr. John Hernandez, President, Santiago Canyon College, provided a report to the board.

NOTE: Please see Item 2.1 (Report from the Chancellor) regarding Dr. Rose's report.

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

2.3 Report from Student Trustee

Ms. Weber provided a report to the board that included a report on the Community College League of California (CCLC) Annual Legislative Conference and meetings with legislators in Sacramento on January 27-28, 2019.

2.4 Reports from Student Presidents

Since there was no representation from SAC or SCC student presidents, Ms. Weber provided a report on behalf of the Associated Student Government (ASG) organizations at both colleges.

2.5 Report from Classified Representative

There was no representation from classified staff.

2.6 Reports from Academic Senate Presidents

The following academic senate representatives did not provide a report to the board due to the lack of activity since the last board meeting:

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

2.7 Reports from Board Committee Chairpersons and Representatives of the Board

Mr. Hernandez provided a report on the January 15, 2019, Board Legislative Committee meeting.

Mr. Hanna provided a report on the January 18, 2019, Board Policy Committee meeting.

Ms. Barrios provided a report on the January 23, 2019, Rancho Santiago Community College District Foundation 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, 4.3, 4.4, 4.6 through 4.11, and 4.13 were approved as part of Item 1.6 (Consent Calendar).

4.5 Quarterly Investment Report as of December 31, 2018

The quarterly investment report as of December 31, 2018, was presented as information.

4.12 Approval of Agreement with Comevo for Online Orientation Software for Santa Ana College and Santiago Canyon College

It was moved by Mr. Hernandez and seconded by Ms. Alvarez to approve the agreement with Comevo for online orientation software for SAC and SCC as presented. 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 Weber’s advisory vote was aye.

5.0 GENERAL

Items 5.1 through 5.9 were approved as part of Item 1.6 (Consent Calendar).

5.10 First Reading of Board Policies

The following policies were presented for a first reading as an information item:

- Board Policy (BP) 2330 Quorum and Voting
- BP 2735 Board Member Travel
- BP 3550 Drug Free Environment and Drug Prevention Program
- BP 6250 Budget Management

5.11 Update on Orange Education Center

This item was presented as an information item.

It was moved by Mr. Hernandez and seconded by Ms. Barrios to suspend the rules and consider Item 6.5 (Appointment of RSCCD Community Representatives to RSCCD Chancellor Search Committee) at this time. 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 Weber’s advisory vote was aye.

6.5 Appointment of RSCCD Community Representatives to RSCCD Chancellor Search Committee

It was moved by Ms. Alvarez and seconded by Ms. Barrios to select community representatives to serve on the RSCCD Chancellor Search Committee. Mr. Hernandez recommended Dr. Manuel Gomez to serve as a community representative for Santa Ana College; the agenda included appointing Doug Willits to represent Santiago Canyon College and Max Madrid to represent Santa Ana College as community representatives on the RSCCD Chancellor Search Committee. Discussion ensued. The motion carried to appoint Doug Willits to represent SCC and Max Madrid to represent SAC as community representatives on the RSCCD Chancellor Search Committee with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Labrado, Ms. Mendoza, and Mr. Yarbrough; and a nay vote from Mr. Hernandez. Student Trustee Weber’s advisory vote was aye.

5.12 Board Member Comments

Ms. Barrios expressed appreciation to Dr. Hernandez for his assistance in handling the outcry over non-credit classes being cancelled at the Orange Senior Center.

Ms. Alvarez thanked Dr. Kennedy for organizing non-credit students on behalf of Santa Ana College Centennial Education Center (CEC) to attend a Santa Ana City Council meeting on February 5, 2019, to show support for a potential lease extension for CEC. In addition, she thanked the students for taking the time to attend the Council meeting.

Ms. Alvarez invited the audience to attend a Board Safety & Security Committee meeting to be held on February 6, 2019, at 5:30.

Ms. Alvarez encouraged people to attend events held in honor of Black History month during the month of February.

Mr. Hernandez reported that he attended the Santa Ana College Sheriff's Basic Academy Class #233 Graduation held on January 24, 2019.

Mr. Hernandez provided a report on the Community College League of California meetings/workshops and Annual Legislative Conference, and meetings with legislators in Sacramento on January 26-28, 2019. Mr. Hernandez reported that he extended an invitation to Assemblyman Jose Medina to hold a community college hearing at the District and asked the chancellor and vice chancellor to extend the invitation to Assemblymember Medina. He also asked that the senator and assemblymember for the district's area be given an invitation to attend Assemblymember Medina's hearing.

In regards to Item 6.5 (Appointment of RSCCD Community Representatives to RSCCD Chancellor Search Committee), Mr. Hanna indicated that he has high regards for Mr. Manuel Gomez and explained that he voted for Mr. Max Madrid as a community representative because he is a resident of the SAC area.

Mr. Hanna indicated he was pleased with the board retreat on January 18-19, 2019, where the board discussed the Guided Pathways Program, goals, etc. He asked the chancellor to thank Dr. Bryon McClenney for his assistance in conducting the board retreat.

Mr. Hanna provided a report on the CCLC Annual Legislative Conference and meetings with legislators in Sacramento on January 26-28, 2019.

Mr. Hanna indicated he is committed to having better facilities for a continuing education center in Santa Ana.

5.12 Board Member Comments (cont.)

Mr. Hanna reported that the chancellor was given a certificate of recognition by the California Association of Latino Community College Trustees and Administrators in Sacramento but since he wasn't in attendance, Mr. Perez plans to deliver the certificate to the chancellor.

Mr. Yarbrough reported that he plans to close the meeting in honor of Mr. Robert Charles Welham who passed away on November 9, 2018. Mr. Welham was active in the SCC Honors Program and wished to pursue research into Alzheimer's. Also, three of Mr. Welham's children have attended or are still attending SCC.

Mr. Yarbrough thanked the trustees who attended the CCLC Annual Legislative Conference and legislative visits in Sacramento recently.

Mr. Yarbrough asked that staff provide Mr. Willits and Mr. Madrid the information needed to serve as community representatives on the Chancellor Search Committee.

RECESS TO CLOSED SESSION

The board convened into closed session at 5:37 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. Public Employee Discipline/Dismissal/Release (pursuant to Government Code Section 54957[b][1])
4. Conference with Labor Negotiator (pursuant to Government Code Section 54957.6)
Agency Negotiator: Tracie Green, Vice Chancellor, Human Resources
Employee Organizations: Faculty Association of Rancho Santiago Community College District (FARSCCD)
California School Employees Association (CSEA), Chapter 579
California School Employees Association, Chapter 888
Continuing Education Faculty Association (CEFA)
Unrepresented Management Employees
5. Liability Claim (pursuant to Government Code Section 54956.95)
 - a. 1805554

Ms. Weber left the meeting at this time.

RECONVENE

The board reconvened at 5:52 p.m.

Closed Session Report

Mr. Hernandez reported during closed session the board discussed labor negotiations and public employee discipline/dismissal/release, and the board took action to impose a suspension for a district employee.

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. Mendoza 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, Ms. Mendoza, and Mr. Yarbrough.

- Approve Employment Agreements
- Approve Revised Job Descriptions
- Approve Appointments of Interim to Permanent Assignment
- Approve Appointments to Interim Assignment/Employment of Retired State Teachers' Retirement System (STRS) Member
- Ratify Resignations/Retirements
- Approve 2019 Spring FARSCCD Beyond Contract/Overload Hourly Step Increases
- Approve 2019 Spring FARSCCD Hourly Step Increases
- Approve Appointments
- Approve Banked Leaves/Withdrawals
- Approve Leaves of Absence
- Approve Beyond Contract/Overload Stipends
- Approve 2019 Spring FARSCCD Column Changes
- Approve Part-time/Hourly New/Rehires
- Approve Non-paid Intern Services

6.2 Classified Personnel

It was moved by Ms. Alvarez and seconded by Ms. Mendoza 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, Ms. Mendoza, and Mr. Yarbrough.

- Approve Hourly Ongoing to Contract Assignments
- Approve Temporary to Contract Assignments
- Approve Professional Growth Increments
- Approve Changes in Position
- Approve Changes in Salary Placement
- Approve Longevity Increments
- Approve Voluntary Furloughs
- Ratify Resignations/Retirements
- Approve New Appointments
- Approve Full Time to Hourly Ongoing Assignments
- Approve Leaves of Absence
- Approve Returns from Leave
- 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 Volunteers
- Approve Student Assistant Lists

6.3 Rejection of Claim

It was moved by Ms. Alvarez and seconded by Ms. Mendoza to authorize the chancellor or his designee to reject claim #1805554. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Ms. Mendoza, and Mr. Yarbrough.

6.4 Adoption of Resolution No. 19-01 authorizing payment to Trustee Absent from Board Meetings

It was moved by Ms. Alvarez and seconded by Ms. Mendoza to authorize payment to Arianna Barrios for her absence from the January 14, 2019, board meeting due to a business commitment. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Ms. Mendoza, and Mr. Yarbrough.

6.5 Appointment of RSCCD Community Representatives to RSCCD Chancellor Search Committee

This item was considered after Item 5.11 (Update on Orange Education Center).

7.0 **ADJOURNMENT**

The next regular meeting of the Board of Trustees will be held on Monday, February 25, 2019.

There being no further business, Mr. Yarbrough declared the meeting adjourned at 5:53 p.m., in memory of SCC student Robert Charles Welham who passed away on November 9, 2018. Mr. Welham was active in the SCC Honors Program and three of his children have attended or are still attending SCC.

Respectfully submitted,

Raúl Rodríguez, Ph.D.
Chancellor

Approved: _____
Clerk of the Board

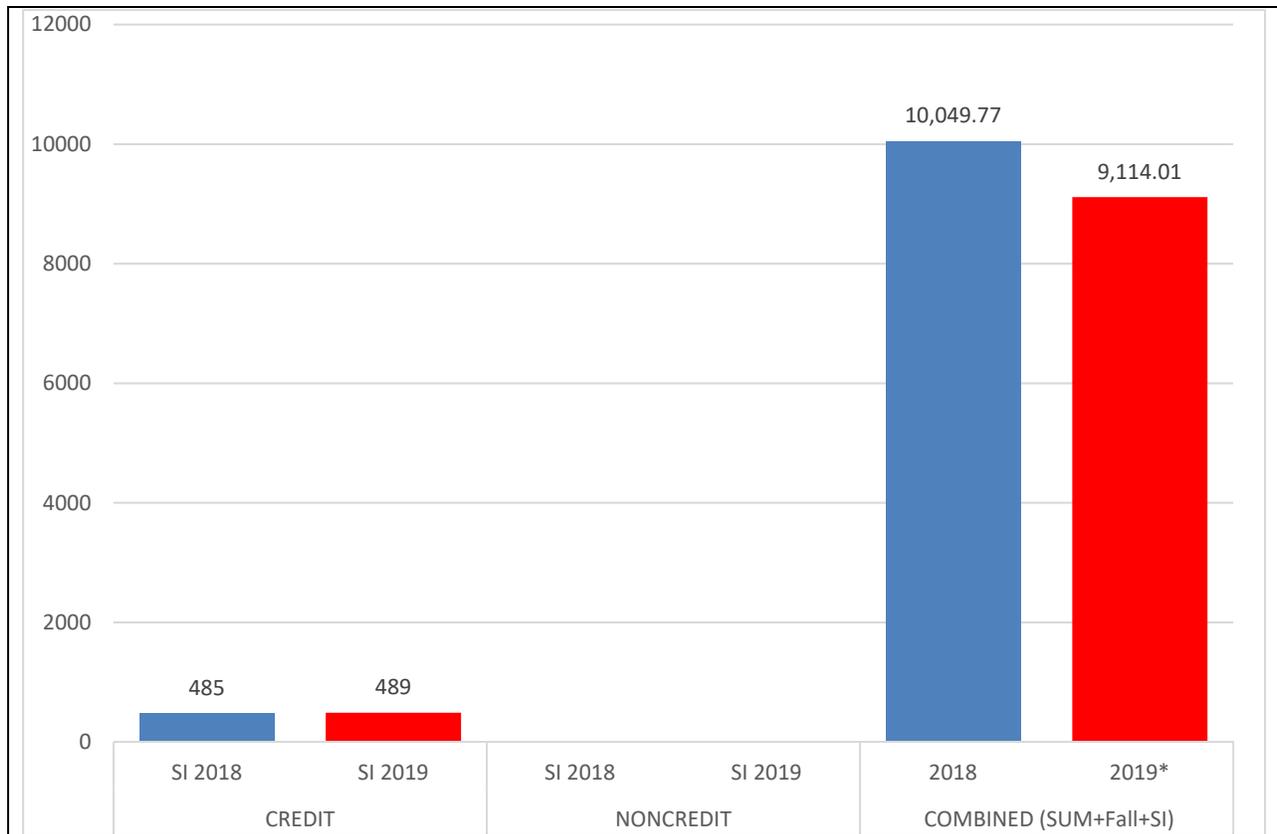
Minutes approved: February 25, 2019

NOTE: After the meeting, Mr. Hernandez asked that the answers to the questions he asked be attached to the minutes.



SAC 2018/2019 Spring Intersession Enrollment Report

Date: 02/04/19



FTES Target

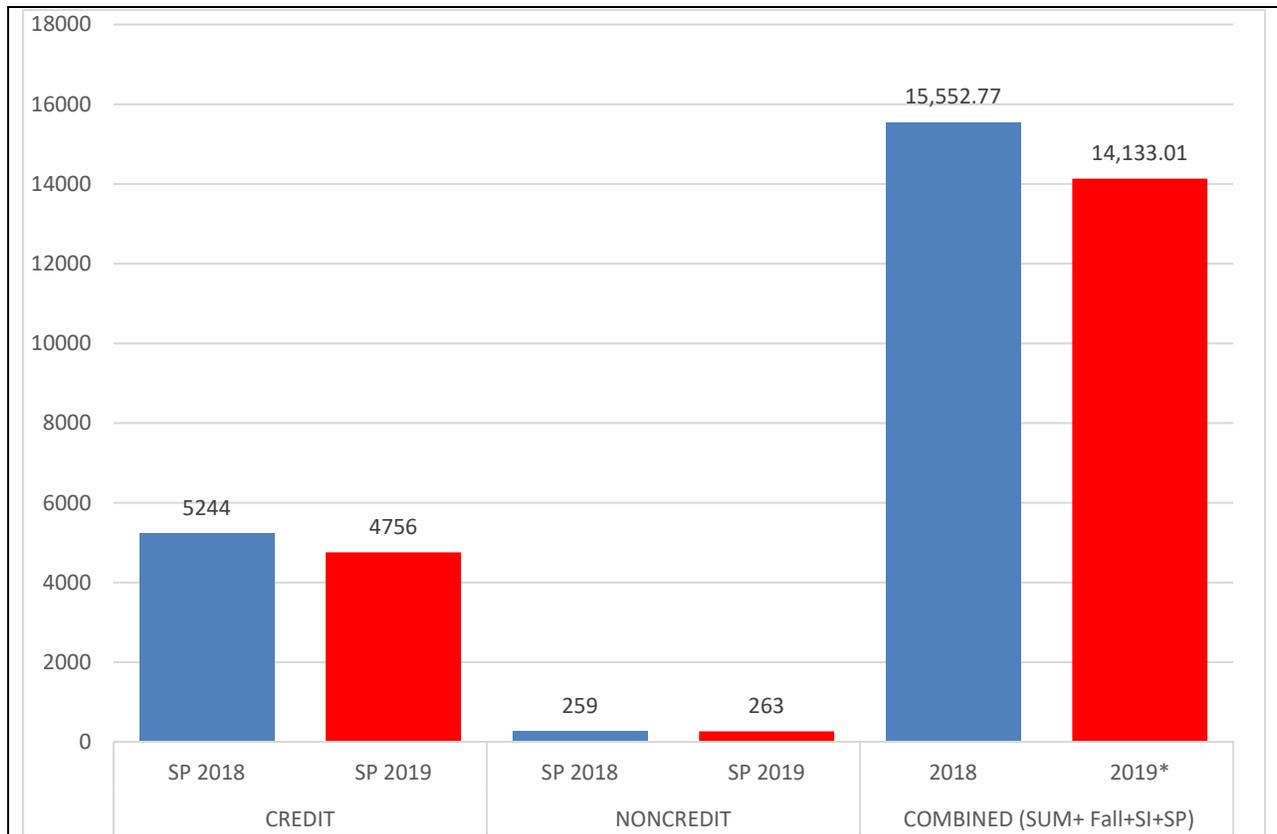
Terms	2017/2018	DIFF	PCT
Credit SI Target	515.00		
Credit SI Projection	515.00	0.00	0%
Noncredit SI Target	0.00		
Noncredit SI Projection	0.00	0.00	
Annual Target*	18743.00		
Annual Projection*	18743.00	0.00	0%

* Accounts for summer shift of 942.24 FTES to the 17/18 year from 18/19 which reduces the combined total compared to last year



SAC 2018/2019 Spring Enrollment Report

Date: 02/04/19



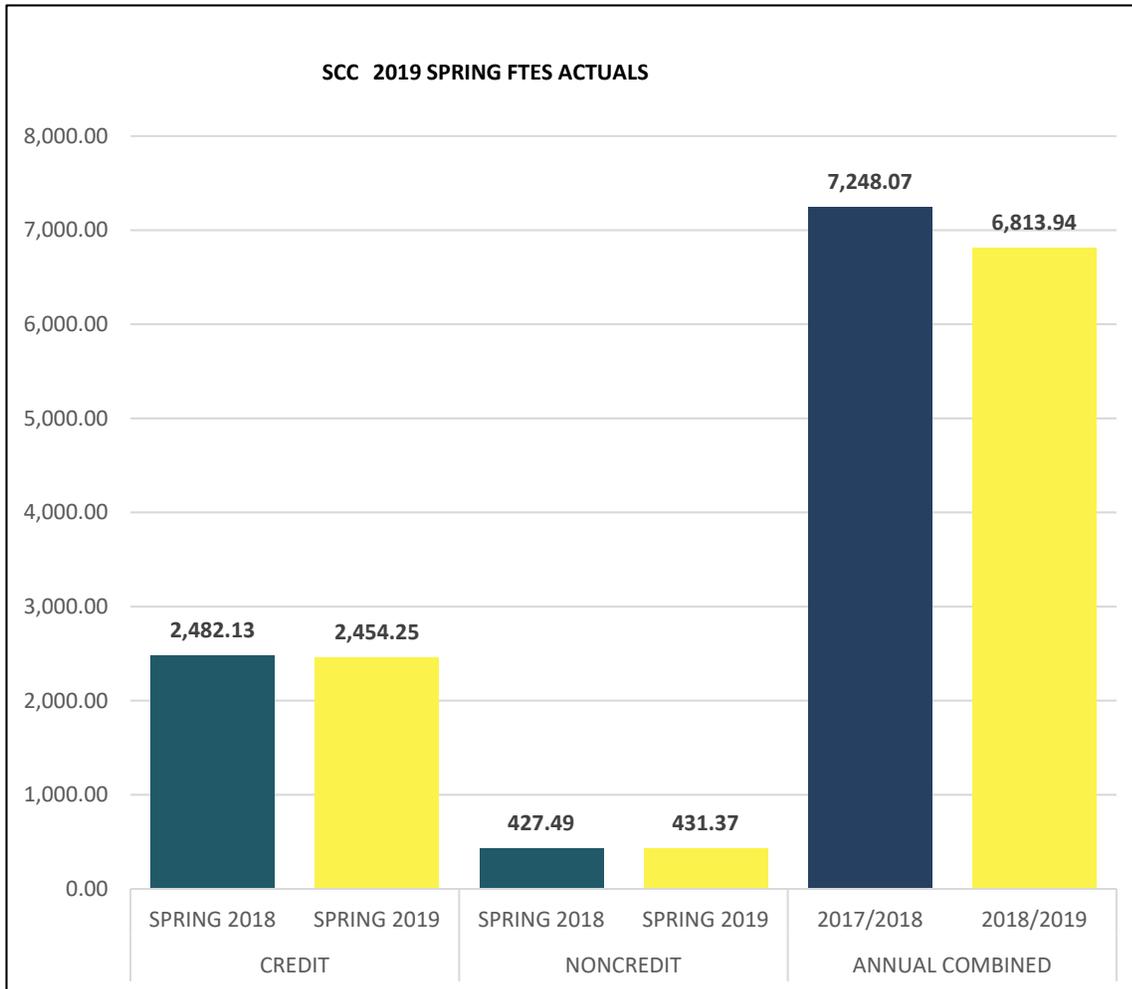
FTES Target

Terms	2018/2019	DIFF	PCT
Credit SP Target	6721.00		
Credit SP Projection	6721.00	0.00	0%
Noncredit SP Target	2221.00		
Noncredit SP Projection	2221.00	0.00	0%
Annual Target*	18743.00		
Annual Projection*	18743.00	0.00	0%

* Accounts for summer shift of 942.24 FTES to the 17/18 year from 18/19 which reduces the combined total compared to last year



SCC 2018/2019 ENROLLMENT REPORT
01/31/19



FTES TARGETS

TERMS	2018/2019	DIFF	PCT
Credit Spring Target	2795		
Credit Spring Projection	2795	0	0%
Credit Spring Intersession Target	269.81		
Credit Spring Intersession Projection	297	27.19	10%
Noncredit Spring Target	1152		
Noncredit Spring Projection	1152	0	0%
Annual Target*	7900.81		
Annual Projection*	7900.81	0	0%

NOTES

*Accounts for summer shift of 450.66 FTES to the 2017/2018 year from 2018/2019 which reduces the Annual Combined Total compared to last year.

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
Santa Ana College – President’s Office

1530 West 17th Street
Santa Ana, CA 92706
(714) 564-6975 Office
(714) 564-6977 Fax

Date: February 4, 2019
To: Dr. Raúl Rodríguez
From: Dr. Linda D. Rose, President, Santa Ana College
Dr. Jeffrey Lamb, Vice President of Academic Affairs
Alicia Kruiuzenga, Dean of Student Affairs

Subject: Responses to Board Requests

From Trustee Zeke Hernandez

3.3 Approval of Dual Enrollment Agreement between Santa Ana College and Garden Grove Unified School District

Q1: I applaud SA College and its efforts for this agreement; realize this is the initial agreement to initiate the program. Can information be provided as to the overall planning, including estimates of students involved with the program, which high schools are being targeted (all or those in RSCCD District), has the GGUSD Board of Education approved this agreement, what is the estimate of initial students to be enrolled and later stages, etc. Many other questions on the program - too numerous to cover at this time.

Santa Ana College is indeed proud of our dual enrollment efforts that provide opportunities for high school students to take college courses. In regards to our recent MOU with Garden Grove Unified School District, the overall planning extends our current course offerings in Career Education to include a four-year plan to offer Intersegmental General Education Transfer Curriculum (IGETC) courses that prepare students for transfer to most majors at University of California campuses. Year one of the plan will focus on Freshman at Santiago High School and serve up to 140 students. Year two through four will expand our offerings to Garden Grove High School and the Lincoln Center site and add a new cohort for other class levels (Sophomores, Juniors and Seniors) each year... with the goal of serving 560 students. Our agreement allows students to take a maximum of 45 college credits. All FTES generated through this agreement will come to Santa Ana College.

The MOU before the Board of Trustees today has already been approved by the Garden Grove Unified School District Board of Trustees.

Q2: What other districts (other than SAUSD) has SA College signed agreements with?

We have or are in the process of developing similar agreements with the Orange County School of the Arts (OCSA), Magnolia Science Academy, Samuelli Academy, and Mater Dei High School.

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

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

Date: February 4, 2019
To: Dr. Raúl Rodríguez
From: Peter J. Hardash
Subject: Responses to Board Requests

From Trustee Zeke Hernandez

Agenda Item 4.3 - Approval of Non-Resident Fees for 2019-20

Q1: It is estimated that with the new fees in place, there would be \$3.7 million incoming. What is the total amount received in the past (2018-19)? If possible, provide over a 5-year period.

- Please see at end of memo.

Q2: How many International Non-Resident, Outside of State Non-Resident, and other (if any) Non-Resident students do we have at the various campuses? If possible, provide for the five-year period. Not certain how non-citizen resident is figured into this formula.

- The College Presidents to provide responses.

Q3: How does the increase recommendation relate to the overall current thinking of lowering tuition for community college students? Would there be a negative impact? Feel free to provide any additional information that Board should know of program.

- The College Presidents to provide responses.

NOTE ON AGENDA ITEM 4.5 - Would it possible to extract pertinent positive information from this report, in addition to action being taken to raise RSCCD's reserves to 12.5% and provide a succinct correspondence to Senator John Moorlach. We visited him as part of the CCLC agenda. It would be good to provide him with positive numbers on RSCCD. Vice Chancellor Enrique Perez can provide additional information on this.

- A briefing paper will be prepared on the District's fiscal stability under the Student Centered Funding Formula (SCFF) model and Board Policy on budget management practices for advocacy sharing of information for Senator Moorlach and other interested parties.

Agenda Item #4.12 - Approval of Agreement with Comevo for Online Orientation Software for SAC and SCC

Q1: There is a \$71K setup and 1st year + each year afterwards there is a \$21K annual fee (w/max of 3% of prior year's usage fee. Is this an "eternal" fee, with no need for Board approval for future years? What kind of oversight is built into this agreement, and how is this monitored?

- The initial installation and implementation for this program is \$50,400 plus the first year of annual licensing fee of \$21,000 for a total of \$71,400. Annual licensing costs may increase similar to other technology contracts the RSCCD currently utilizes. The 3% annual fee is an inflationary fee. Yearly renewals require Board of Trustees approval to modify and increase terms of contracts with a not to exceed five year term.

All technology contract renewals are reviewed on an annual basis. The review process includes oversight and monitoring of all our technology contracts. We track previous year's costs and compare them to new

costs during the renewal process. We ensure that contract provisions are met and that any cost increases are properly authorized and budgeted. This process may include review, discussion and approval by the RSCCD Technology Advisory Group (TAG). RSCCD has the option of terminating this contract at any time with 30 days written notification to vendor.

Q2: Please provide the estimated cost of agreement over a 5-year and 10-year period. Again, is this on a no-board oversight as to future approvals?

- We do not consider any contract in excess of a five year term. This agreement is for a one-year term with the option to renew yearly, not to exceed five years total. The total cost for year one is \$71,400. We would like to ensure that the solution adequately addresses college requirements before extending this service for any additional years. Any future renewals will be submitted to the Board of Trustees for approval.

Q3: The rationale for this agreement is this - to use available funds from the ITS budget which was allocated for computer replacements at SAC. And that SAC has sufficient funds for their own replacement of computers for this current year. Are we certain that SAC has all its computer needs for the current year, and a couple more years in future? - as I would think this could be a carry-over.

- SAC has been funding the majority of their annual computer replacement costs out of their own campus budgets. ITS has been augmenting their campus annual computer replacements by providing one-time funding to SAC and SCC.

SAC has identified enough funding to cover computer replacement costs for the 2018/19 fiscal year.

Response to Agenda Item 4.3 – Approval of Non-Resident Fees for 2019-20 – Question 1:

NON-RESIDENT TUITION - 5 YEAR HISTORY

<i>Revenues</i>	FY 2014/15	FY 2015/16	FY 2016/17	FY 2017/18	FY 2018/19 as of 2/4/19
Non-Resident Tuition					
SAC	\$1,721,991	\$2,280,219	\$2,586,822	\$2,804,885	\$2,167,778
SCC	\$378,232	\$595,251	\$661,164	\$882,769	\$841,450
	<u>\$2,100,223</u>	<u>\$2,875,471</u>	<u>\$3,247,985</u>	<u>\$3,687,654</u>	<u>\$3,009,227</u>
Non-Resident Capital Outlay Fee					
SAC	\$264,657	\$371,302	\$390,589	\$422,568	\$333,904
SCC	\$54,732	\$96,346	\$106,539	\$142,655	\$293,293
	<u>\$319,390</u>	<u>\$467,648</u>	<u>\$497,128</u>	<u>\$565,223</u>	<u>\$627,198</u>
TOTAL - NON-RESIDENT	\$2,419,613	\$3,343,119	\$3,745,114	\$4,252,877	\$3,636,425
<i>Fees Charged</i>					
Non-Resident Tuition	\$193	\$209	\$224	\$250	\$258
Non-Resident Capital Outlay Fee	\$27	\$31	\$31	\$35	\$35
TOTAL FEE	<u>\$220</u>	<u>\$240</u>	<u>\$255</u>	<u>\$285</u>	<u>\$293</u>