

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT (RSCCD)

2323 North Broadway, #107

Santa Ana, CA 92706

Board of Trustees

(Regular meeting)

Monday, September 9, 2019

MINUTES

1.0 PROCEDURAL MATTERS

1.1 Call to Order

The meeting was called to order at 4:43 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, Ms. Nelida Mendoza and Mr. Theodore Moreno.

Administrators present during the regular meeting were Ms. Tracie Green, Mr. Peter Hardash, Dr. John Hernandez, Mr. Marvin Martinez, Mr. Enrique Perez, and Dr. Linda Rose. Ms. Anita Lucarelli was present as record keeper.

1.2 Pledge of Allegiance to the United States Flag

The Pledge of Allegiance was led by Mr. Yarbrough, President, Rancho Santiago Community College District Board of Trustees.

1.3 Introduction of New Faculty Members

Dr. Hernandez and Dr. Rose introduced the new faculty members and board members welcomed them to the Rancho family.

Mr. Hanna was in the building but not present for the vote on Item 1.4.

1.4 Adoption of Resolution No. 19-20 – Resolution Honoring First Responders in the Rancho Santiago Community College District

It was moved by Ms. Alvarez and seconded by Ms. Barrios to adopt Resolution No. 19-20 Honoring First Responders in the Rancho Santiago Community College District. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hernandez, Mr. Labrado, Ms. Mendoza, and Mr. Yarbrough. Student Trustee Moreno's vote was aye.

Mr. Hanna returned to the meeting at this time.

1.5 Recognition of First Responders in Commemoration of Anniversary of 9/11 Attacks

The board recognized Battalion Chief Craig Covey, Orange County Fire Authority; Corporal Alex Lopez, City of Santa Ana Police Department; Sergeant Jude King, City of Orange Police Department; Officer Nicholas Provencio (in absentia), City of Santa Ana Police Department; Keith Benjamin, Senior Armed District Safety Officer, Santa Ana College; Sergeant Ray Wert, District Safety and Security, Santa Ana College; Tiffany Tingirides, Senior Armed District Safety Officer, Santiago Canyon College; and Sergeant Mike Jensen, District Safety and Security, Santiago Canyon College.

In addition, the board recognized the First Responders from the City of Brea Fire Department, City of Costa Mesa Fire & Rescue, City of Costa Mesa Police Department, City of Fullerton Fire Department, Huntington Beach Fire Department, Orange County Fire Authority, City of Orange Fire Department, City of Orange Police Department, RSCCD Safety and Security Department, Santa Ana College Orange County Sheriff's Regional Training Academy, City of Santa Ana Police Department, and Santa Ana Unified School District Police Department in commemoration of the anniversary of the 9/11 attacks.

Mr. Yarbrough called a brief recess at 5:21 p.m.

The board reconvened at 5:24 p.m.

It was moved by Ms. Barrios and seconded by Ms. Alvarez to suspend the rules and consider Item 2.5 (Report from Classified Representative) 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 Moreno's advisory vote was aye.

2.5 Report from Classified Representative

Ms. Cindy Partida, Student Services Coordinator, Santiago Canyon College, provided a report to the board.

1.6 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, Ms. Mendoza, and Mr. Yarbrough. Student Trustee Moreno's advisory vote was aye.

1.7 Public Comment

There were no public comments.

1.8 Approval of Minutes

It was moved by Ms. Barrios and seconded by Ms. Mendoza to approve the minutes of the regular meeting held August 12, 2019. 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 Moreno’s advisory vote was aye.

1.9 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. 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 Moreno’s advisory vote was aye.

3.1 Approval of Standard Inter-Agency Instructional Services Agreement Renewal with California Narcotic Officers Association

The board approved the standard inter-agency instructional services agreement renewal with the California Narcotic Officers Association located in Valencia, California, as presented.

3.2 Approval of Educational Affiliation Agreement Renewal with Anaheim Union High School District

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

3.3 Approval of Educational Affiliation Agreement Renewal with La Habra City School District

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

3.4 Approval of Educational Affiliation Agreement Renewal with Dynamic Therapy Solutions, LLC

The board approved the educational affiliation agreement renewal with Dynamic Therapy Solutions, LLC located in Palmdale, California, as presented.

3.5 Approval of RSCCD Educational Services Agreement with City of Burbank

The board approved the educational services agreement with the City of Burbank, California, as presented.

3.6 Approval of Addendum #2 to Grand Canyon University and Santa Ana College (SAC) Concurrent Enrollment Program (CEP) Agreement

The board approved Addendum #2 to the Grand Canyon University and SAC CEP agreement with Grand Canyon University based in Phoenix, Arizona, as presented.

1.9 Approval of Consent Calendar (cont.)

- 3.7 Approval and Certification of Santa Ana College School of Continuing Education High School Diploma Program Graduates for 2018-2019
The board approved and certified the list of 2018-2019 high school program graduates for the SAC School of Continuing Education.
- 3.8 Approval and Certification of Santiago Canyon College (SCC) Division of Continuing Education Adult High School Diploma Program Graduate for 2018-2019
The board approved and certified the list of 2018-2019 adult high school program graduates for the SCC Division of Continuing Education.
- 3.10 Confirmation of Santiago Canyon College Associate Degrees and Certificates Awarded in Spring 2019
The board confirmed the list of recipients of SCC associate degrees and certificates for Spring 2019 as presented.
- 3.11 Approval of Renewal Agreement with Medical Billing Technologies, Inc.
The board approved the one-year renewal agreement with Medical Billing Technologies, Inc. as presented.
- 4.1 Approval of Payment of Bills
The board approved payment of bills as submitted.
- 4.2 Approval of Intrafund Transfers
The board approved the intrafund transfers from July 1, 2019, to August 27, 2019.
- 4.4 Approval of Amendment to Agreement with Facilities Planning & Program Services, Inc. for Planning and Project Management Services
The board approved the amendment to the agreement with Facilities Planning & Program Services, Inc. for planning and project management services as presented.
- 4.5 Approval of Change Order #1 for R Dependable Construction Inc. for Bid #1370 for Learning Resources Center (LRC) Drywall Repair at Santiago Canyon College
The board approved change order #1 for R Dependable Construction Inc. for Bid #1370 for LRC drywall repair at SCC as presented.
- 4.6 Acceptance of Completion of Bid #1370 for Learning Resources Center Drywall Repair 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.

1.9 Approval of Consent Calendar (cont.)

4.7 Ratification of Agreement with Team Inspections for Project Inspector Services for Safety Department Portable Offices at Santiago Canyon College

The board ratified the agreement with Team Inspections for project inspector services for the Safety Department portable offices at SCC as presented.

4.8 Approval of Professional Services Agreement with The Scanning Company

The board approved the professional services agreement with The Scanning Company as presented.

4.9 Approval of Request for Proposal (RFP) #1351 for Satellite Coffee Cart Services

The board approved awarding RFP #1351 for satellite coffee cart services to Sheera LLC, DBA Sheera Express, 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 Virtual Campus – Online Education Initiative \$14,985
(CVC-OEI) (SAC)
- Equality Employment Opportunity (EEO) – Diversity \$45,000
Allocation Funds (District)

5.2 Approval of Appointment to Community College League of California (CCLC) Advisory Committee on Legislation (ACL)

The board approved Trustee Hanna's appointment to the CCLC Advisory Committee on Legislation during the 2019-2020 calendar year.

1.10 Public Hearing – 2019-2020 Proposed Adopted Budget

There were no public comments.

2.0 INFORMATIONAL ITEMS AND ORAL REPORTS

2.1 Report from the Chancellor

Mr. Marvin Martinez, Chancellor, provided a report to the board.

2.2 Reports from College Presidents

The following college representatives provided reports to the board:

- Dr. John Hernandez, President, Santiago Canyon College
- Dr. Linda Rose, President, Santa Ana College

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

2.3 Report from Student Trustee

Mr. Moreno provided a report to the board.

2.4 Reports from Student Presidents

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

Mr. Mariano Cuellar, Student President, Santa Ana College
Mr. Jio Gallardy, Student President, Santiago Canyon College

2.5 Report from Classified Representative

This item was heard after Item 1.5 (Recognition of First Responders in Commemoration of Anniversary of 9/11 Attacks).

2.6 Reports from Academic Senate Presidents

The following academic senate representatives provided reports to the board:

Mr. Michael DeCarbo, Academic Senate Vice President, Santiago Canyon College
Mr. Roy Shahbazian, Academic Senate President, Santa Ana College

2.7 Informational Presentation on Budget

Mr. Hardash and Mr. Adam O'Connor provided a presentation on the budget to the board. Board members received clarification on items related to the budget from Mr. Hardash and Mr. O'Connor.

2.8 Informational Presentation on Santa Ana College and Santiago Canyon College Priorities for Proposed Bond

Dr. Hernandez and Dr. Rose provided a presentation on the priorities for a proposed bond to the board. Various staff, students, and faculty from their respective campuses spoke in support of priorities for a proposed bond. Board members received clarification on items related to the presentation from Dr. Hernandez and Dr. Rose.

3.0 INSTRUCTION

Items 3.1 through 3.8, 3.10 and 3.11 were approved as part of Item 1.9 (Consent Calendar).

3.9 Confirmation of Santa Ana College Bachelor of Science Degrees, Associate Degrees, and Certificates Awarded in Intersession 2019 and Spring 2019

It was moved by Ms. Alvarez and seconded by Ms. Mendoza to confirm the list of recipients of SAC Bachelor of Science degrees, associate degrees and certificates for Intersession 2019 and Spring 2019 as presented. Ms. Alvarez stated that 23 Bachelor of Science degrees were awarded and this was the first time students had received Bachelor of Science degrees at Santa Ana College. 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 Moreno's vote was aye.

4.0 BUSINESS OPERATIONS/FISCAL SERVICES

Items 4.1, 4.2, and 4.4 through 4.9 were approved as part of Item 1.9 (Consent Calendar).

4.3 Approval of 2019-2020 Adopted Budget

It was moved by Mr. Hernandez and seconded by Ms. Alvarez to approve the 2019-2020 Adopted Budget as presented. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Ms. Mendoza, and Mr. Yarbrough. Student Trustee Moreno's vote was aye.

5.0 GENERAL

Items 5.1 and 5.2 were approved as part of Item 1.9 (Consent Calendar).

5.3 Board Member Comments

Mr. Moreno expressed appreciation for those who spoke regarding bond priorities at their respective campuses and expressed his support of the bond priorities at each campus.

As a member of the Association of Community College Trustees (ACCT) Public Policy and Advocacy Committee, Mr. Yarbrough provided a report on the committee's September 6, 2019, meeting.

As a member of the Orange County Redevelopment Committee, Mr. Yarbrough provided a report on the committee's recent meeting.

Mr. Yarbrough asked that the answers to his question regarding transfer agreements with local colleges and universities be forwarded to him as soon as possible since he needs the information for a meeting on Wednesday.

RECESS TO CLOSED SESSION

The board convened into closed session at 9:49 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. Public Employment: Chancellor (pursuant to Government Code Section 54957)

3. Conference with Legal Counsel: Existing Litigation (pursuant to Government Code Section 54956.9[a])

Loretta Jordan v. Rancho Santiago Community College District, Orange County Superior Court
Case No. 30-2019-01072357-CU-WT-CJG

4. Conference with Legal Counsel: Anticipated/Potential Litigation (pursuant to Government Code Section 54956.9[b]-[c]) (2 cases)

5. 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

6. Public Employee Discipline/Dismissal/Release (pursuant to Government Code Section 54957[b][1])

7. Liability Claim (pursuant to Government Code Section 54956.95)
 - a. 1906368

Mr. Moreno left the meeting at this time.

RECONVENE

The board reconvened at 10:38 p.m.

Closed Session Report

Mr. Hernandez reported during closed session the board discussed public employment, existing litigation, anticipated/potential litigation, labor negotiations, public employee discipline/dismissal/release, and a liability claim; and the board took no reportable action.

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, Ms. Mendoza, and Mr. Yarbrough.

- Approve Revised Job Descriptions/Title Changes
- Approve Employment Agreements
- Approve Appointments
- Approve Interim Assignments
- Approve Adjusted Final Salary Placements
- Approve FARSCCD Beyond Contract/Overload Hourly Step Increases Effective Fall 2019
- Approve FARSCCD Part-time/Hourly Step Increases Effective Fall 2019
- Approve CEFA Part-time/Hourly Step Increases Effective Fall 2019
- Approve Adjusted Workload Percentages for California State Teachers' Retirement System (CalSTRS) Reduced Workload Participant
- Ratify Resignations/Retirements
- Approve Banked Leaves of Absence
- Approve Final Salary Placements
- Approve 2019-2020 Contract Extension Days
- Approve Additional 2019-2020 Contract Extension Days
- Approve 2019-2020 Contract Stipends
- Rescind 2019-2020 Contract Stipends
- Rescind 2019-2020 Contract Extension Days
- Approve Beyond Contract/Overload Stipends
- Approve Column Changes
- Approve Column Change Corrections
- Approve Temporary Assignments
- Approve Part-time Hourly New Hires/Rehires
- Approve Non-paid Intern Services
- Approve Adjusted Non-paid Intern Service Start Dates

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, Ms. Mendoza, and Mr. Yarbrough.

- Approve Changes in Grade
- Approve New Appointments
- Approve Hourly Ongoing to Contract Assignments
- Approve Professional Growth Increments
- Approve Out of Class Assignments
- Approve Return to Regular Assignments
- Approve Changes in Position/Location
- Approve Changes in Salary Placement
- Approve Leaves of Absence
- Ratify Resignations/Retirements
- Approve Short Term Assignments
- Approve Changes in Temporary Assignment
- Approve Additional Hours for Ongoing Assignment
- 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 Public Disclosure of Collective Bargaining Agreement between Rancho Santiago Community College District and Rancho Santiago Community College District Continuing Education Faculty Association (CEFA)

It was moved by Ms. Alvarez and seconded by Ms. Barrios to approve the collective bargaining Agreement with RSCCD Continuing Education Faculty Association. 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 Approval of First Amendment to Agreement for Claims Administrative Services

It was moved by Ms. Alvarez and seconded by Ms. Barrios to approve the first amendment to the Agreement for claims administrative services as presented. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Ms. Mendoza, and Mr. Yarbrough.

6.5 Rejection of Claim

It was moved by Ms. Alvarez and seconded by Ms. Barrios to authorize the chancellor or his designee to reject claim #1906368. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Ms. Mendoza, and Mr. Yarbrough.

6.6 Authorization for Board Travel/Conferences

It was moved by Ms. Alvarez and seconded by Ms. Barrios to authorize the submitted conference and travel by a board member. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Ms. Mendoza, and Mr. Yarbrough.

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

It was moved by Ms. Mendoza and seconded by Ms. Barrios to authorize payment to Zeke Hernandez for his absence from the August 12, 2019, board meeting due to illness. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Ms. Mendoza, and Mr. Yarbrough.

7.0 ADJOURNMENT

The next regular meeting of the Board of Trustees will be held on September 23, 2019.

There being no further business, Mr. Yarbrough declared the meeting adjourned at 10:40 p.m., in memory of former Santiago Canyon's College's Vice President of Academic Affairs, Mary Halvorson, who passed away on August 12, 2019.

Respectfully submitted,

Marvin Martinez, Chancellor

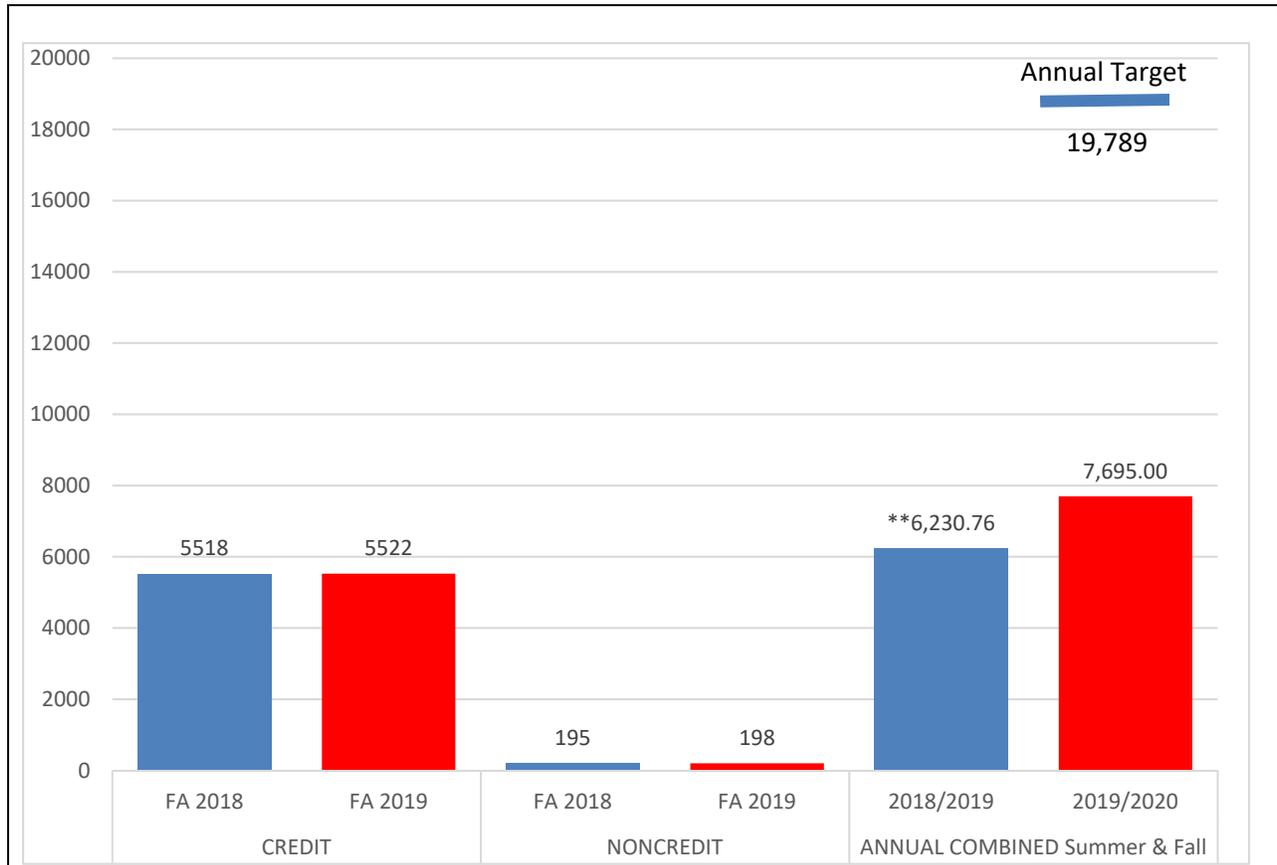
Approved: _____
Clerk of the Board

Minutes approved: September 23, 2019



SAC 2019/2020 Fall Enrollment Report

*Date: 09/05/19



FTES Target

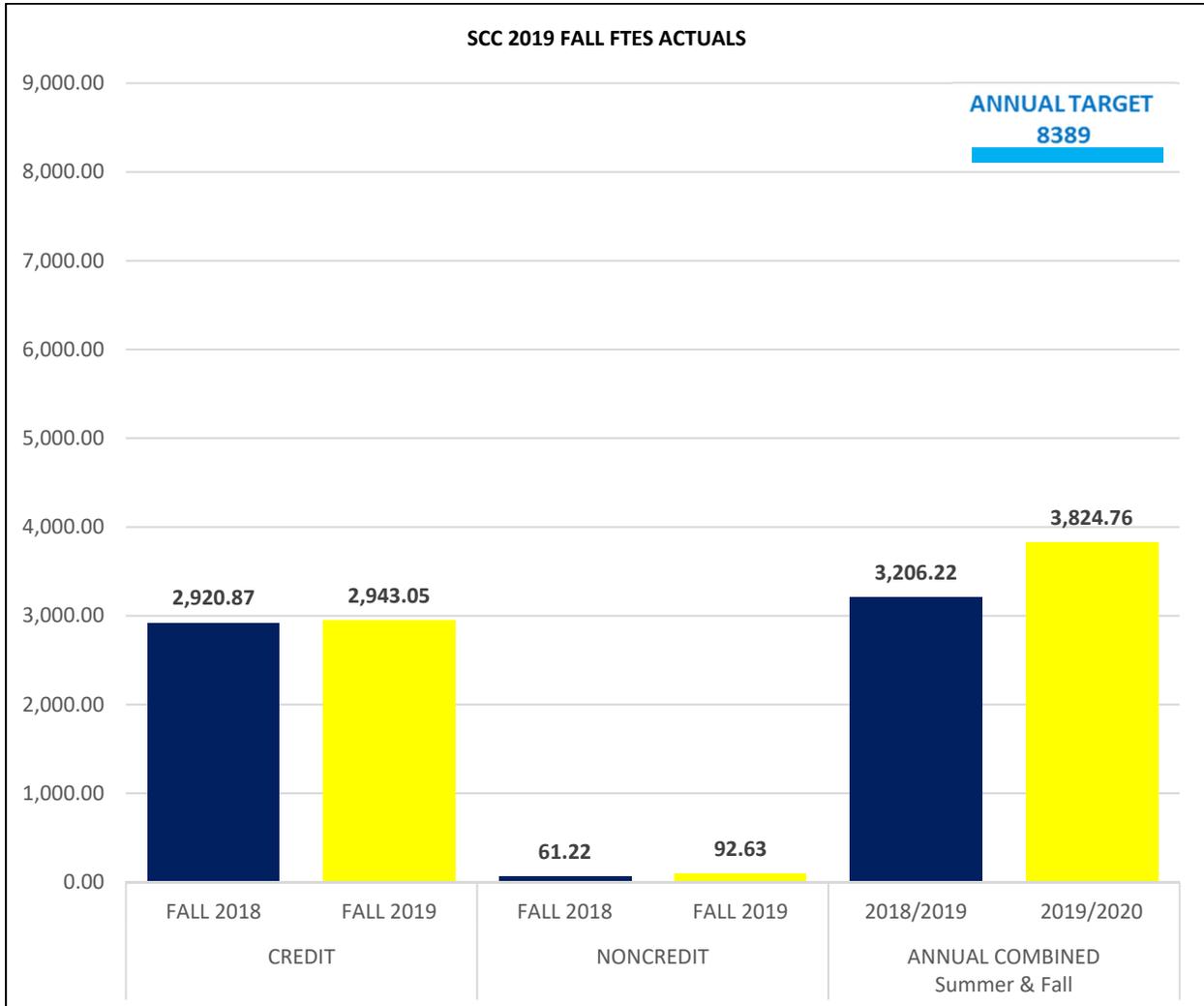
Terms	2019/2020	DIFF	PCT
Credit FA Target	6860.00		
Credit FA Projection	6860.00	0.00	0%
Noncredit FA Target	1683.00		
Noncredit FA Projection	1683.00	0.00	0%
Annual Target	19789.00		
Annual Projection	19789.00	0.00	0%

NOTES:

* This report represents a "moment in time" comparison between like terms.

**Accounts for summer shift of 942.34 FTES shifted from 2018/19 to 2017/18 which decreased summer 2018 FTES as well as the 2018/2019 Annual Combined Total.

SCC 2019/2020 ENROLLMENT REPORT
9/9/2019



FTES TARGETS

TERMS	2019/2020	DIFF	PCT
Credit Fall Target	3015		
Credit Fall Projection	3015	0	0%
Noncredit Fall Target	420		
Noncredit Fall Projection	420	0	0%
Annual Target	8389		
Annual Projection	8389	0	0%

NOTES:

*Accounts for summer shift of 450.66 FTES shifted from 2018/19 to 2017/18 which decreased summer 2018 FTES as well as the 2018/2019 Annual Combined Total.

SOURCE: Executive Dashboard Report