

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT (RSCCD)

2323 North Broadway, #107

Santa Ana, CA 92706

Board of Trustees

(Regular meeting)

Monday, March 9, 2020

MINUTES

1.0 PROCEDURAL MATTERS

1.1 Call to Order

The meeting was called to order at 4:34 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, Mr. Phillip Yarbrough, and Mr. Theodore Moreno.

Administrators present during the regular meeting were Ms. Tracie Green, Mr. Peter Hardash, Dr. John Hernandez, Dr. Linda Rose, Mr. Marvin Martinez, and Mr. Enrique Perez. 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. Celia Perez, Senior Account Clerk, Rancho Santiago Community College District.

1.3 Approval of Additions or Corrections to Agenda

It was moved by Mr. Yarbrough and seconded by Mr. Hernandez to approve a revised page for Item 6.3 Employee Calendar 2010-2021. 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.

1.4 Administration of Oath of Allegiance and Badge Pinning to Gina Aguilar, Anthony Grayson, Scott McLeod; Senior District Safety Officers, District Safety & Security

Ms. Alvarez administered the Oath of Allegiance to Senior District Safety Officers Gina Aguilar, Anthony Grayson, and Scott McLeod. The board welcomed them to the District Safety & Security office.

1.5 Recognition in Honor of Women's History Month

In honor of Women's History Month, the board recognized Dr. Maria Dela Cruz, Dean of Counseling, Santa Ana College (SAC); Ms. Jean Estevez, District Administrator for Institutional Equity, Compliance, and Title IX, RSCCD; and Dr. Melinda Womack, Professor of Communication, Santiago Canyon College (SCC); for helping shape America's future through their public service, leadership, and professional achievements at the Rancho Santiago Community College District.

1.6 Recognition of Santiago Canyon College Women's Soccer Team and Coaches

The board recognized the Santiago Canyon College Women's Soccer Team for being the 2019 California Community College Athletic Association State Champions for the fourth time in program history and second year in a row; Ms. Ashley Roskelly for being named National Player of the Year for Junior College Women – Division 5 by the United Soccer Coaches; and the SCC Women's Soccer Team coaches who were voted National Staff of the Year for Division 3 Community Colleges for the second year in a row.

1.7 Public Comment

There were no public comments.

1.8 Approval of Minutes

It was moved by Mr. Yarbrough and seconded by Ms. Mendoza to approve the minutes of the regular meeting held February 24, 2020. 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 Mr. Yarbrough and seconded by Mr. Moreno 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 3.3 (Addendum to the VitaNavis Subscription Agreement-Renewal between The Myers-Briggs Company and RSCCD on behalf of SAC) removed from the Consent Calendar by Mr. Hernandez. 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 (cont.)

3.1 Approval of Second Amendment to Agreement for Revenue Contract between Diversified Education Services and Rancho Santiago Community College District on behalf of Santa Ana College (SAC) Community Services Program for Deferred Entry of Judgement – Deferred Dismissal Drug Program

The board approved the second amendment to the agreement for the revenue contract between Diversified Education Services and RSCCD on behalf of SAC Community Services Program for the Deferred of Judgement – Deferred Dismissal Drug Program, as presented.

3.2 Approval of Third Amendment to Agreement for Revenue Contract between Diversified Education Services and Rancho Santiago Community College District on behalf of Santa Ana College Community Services Program for Drug and Alcohol Awareness Program

The board approved the third amendment to the agreement for the Revenue Contract between Diversified Education Services and RSCCD on behalf of SAC Community Services Program for the Drug and Alcohol Awareness Program, 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 February 10, 2020, to February 25, 2020.

4.3 Approval of Utilization of California Multiple Award Schedule (CMAS) Contract #4-18-75-0035B – Humanscale Corporation

The board approved utilizing the CMAS Contract #4-18-75-0035B including renewals, future addendums, supplements and extensions 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 State Preschool Program (CSPP) Quality Rating and Improvement System (QRIS) Block Grant VI (District) \$ 75,000
- Community College Clean Transportation Training Project (SAC) \$180,500

1.9 Approval of Consent Calendar (cont.)

5.2 Approval of Sub-Agreement between RSCCD and Contra Costa Community College District/Diablo Valley College to award 2019/2020 Information Communications Technology (ICT)/Digital Media Regional Director funded by the Key Talent Administration and Sector Strategy Grant

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

5.3 Approval of Sub-Agreement between RSCCD and West Hills Community College District/West Hills College Lemoore to Award 2019/2020 Advanced Manufacturing Regional Director Funded by Key Talent Administration and Sector Strategy Grant

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

5.4 Approval of Sub-Agreement between RSCCD and Contra Costa Community College District for Strong Workforce Program K-12 Pathway Coordinators and K-14 Technical Assistance Providers Grant

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

5.5 Approval of First Amendments to Sub-Agreements between RSCCD and Cerritos, Citrus, Coast, Compton, El Camino, Glendale, Long Beach, Los Angeles, Mt. San Antonio, North Orange County, Pasadena Area, Rio Hondo, Santa Monica, and South Orange County Community College Districts for Strong Workforce Program – Regional Funds Initiative

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.

2.0 INFORMATIONAL ITEMS AND ORAL REPORTS

2.1 Report from the Chancellor

Mr. Marvin Martinez, Chancellor, provided a report to the board, which included an update on the Novel Coronavirus (COVID-19).

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
Ms. Angelique Nguyen, Secretary, Santiago Canyon College

2.5 Report from Classified Representative

Ms. Celia Perez, Senior Account Clerk, Rancho Santiago Community College District, provided a report on behalf of the classified staff.

2.6 Reports from Academic Senate Presidents

The following academic senate representatives provided reports to the board:

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

2.7 Reports from Board Committee Chairpersons and Representatives of the Board

Ms. Alvarez provided a report on the March 3, 2020, Rancho Santiago Community College District Foundation meeting.

3.0 INSTRUCTION

Items 3.1 and 3.2 were approved as part of Item 1.9 (Consent Calendar).

3.3 Approval of Addendum to the VitaNavis Subscription Agreement-Renewal between The Myers-Briggs Company and Rancho Santiago Community College District on behalf of Santa Ana College

It was moved by Mr. Yarbrough and seconded by Mr. Hernandez to approve the addendum to the VitaNavis subscription agreement-renewal between The Myers-Briggs Company and RSCCD on behalf of SAC, 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 Moreno's advisory vote was aye.

4.0 BUSINESS OPERATIONS/FISCAL SERVICES

All items were approved as part of Item 1.9 (Consent Calendar).

5.0 GENERAL

Items 5.1 through 5.5 were approved as part of Item 1.9 (Consent Calendar).

5.6 Board Member Comments

Mr. Hernandez reported that he attended the Undocu-Scholars Program “Love in Action” conference held at Santa Ana College on February 29, 2020, and commended staff/students who organized and participated in the conference.

Mr. Hernandez reported that he attended a Black History event entitled “You Belong Here: An Open Conversation with SAC Leadership” on February 18, 2020; and a Black History Program and Soul Food Luncheon on February 27, 2020; both held at Santa Ana College.

Mr. Hernandez reported that he attended the 34th Government Leaders’ Prayer Breakfast in Irvine on March 6, 2020.

Mr. Moreno commended staff in notifying students of concerns regarding the Coronavirus (COVID-19). He encouraged instructors to allow students to have their cell phones close to them in case of a RAVE alert being distributed campus-wide.

Mr. Moreno asked that the meeting be closed in memory of Mr. Edward Fosmire, SAC Assistant Professor of Art, who passed away on March 3, 2020. Mr. Moreno shared memorable stories of his experiences with Mr. Fosmire whom was remembered favorably by his students.

Mr. Yarbrough and Ms. Alvarez thanked the chancellor for the update on the Coronavirus (COVID-19) during his report. Ms. Alvarez indicated that the Board Safety & Security Committee will be having updated information on the Coronavirus (COVID-19) at its next meeting on March 25, 2020, at 5:15 p.m. in the District board room, and extended the invitation to those that would like to attend.

Mr. Yarbrough and Ms. Alvarez thanked those involved with the campaign for Measure L.

Mr. Yarbrough asked that the answers to Mr. Hernandez’ questions on Item 3.3 (Addendum to the VitaNavis Subscription Agreement-Renewal between The Myers-Briggs Company) and RSCCD on behalf of SAC be attached to the minutes.

Mr. Hanna provided a report on the recent meeting of the Community College League of California Advisory Committee on Legislation that included discussion on several legislative bills.

5.6 Board Member Comments (cont.)

Ms. Alvarez reported that she attended the unveiling of Marina's art work of a woman in downtown Santa Ana on March 7, 2020. While there, Ms. Alvarez met an artist who completed a portrait of her. She congratulated the art students who spoke highly of their experiences at Santa Ana College.

RECESS TO CLOSED SESSION

The board convened into closed session at 7:17 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. Management Staff
 - d. Classified Staff
 - e. Student Workers
 - f. Educational Administrator Appointments
 - (1) Director

2. 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

Mr. Moreno left the meeting at this time.

RECONVENE

The board reconvened at 7:36 p.m.

Public Comment

There were no public comments.

Closed Session Report

Mr. Yarbrough reported during closed session the board discussed public employment and labor negotiations, and the board took no action.

6.0 HUMAN RESOURCES

6.1 Management/Academic Personnel

It was moved by Ms. Barrios and seconded by Mr. Yarbrough 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 New Job Descriptions
- Approve Appointments
- Approve Adjustments to Salary for Interim to Permanent Assignment
- Approve 2020-2021 Tenure Review Recommendations for CSEA 888
- Approve 2020-2021 Tenure Review Recommendations for FARSCCD
- Approve Hiring of Temporary Faculty Members
- Ratify Resignations/Retirements
- Approve 2019-2020 Contract Extension Days
- Approve Adjusted Effective Dates
- Approve Part-time Hourly New Hires/Rehires
- Approve Non-paid Instructors of Record
- Approve Non-paid Intern Services

6.2 Classified Personnel

It was moved by Ms. Barrios and seconded by Mr. Yarbrough 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 New Job Descriptions
- Approve New Appointments
- Approve Longevity Increments
- Approve Professional Growth Increments
- Approve Returns to Regular Assignment
- Approve Leaves of Absence
- Ratify Resignations/Retirements
- Approve Temporary to Hourly Ongoing Assignments
- Approve Out of Class Assignments
- Approve Short Term Assignments
- Approve Additional Hours for Ongoing Assignment
- Approve Substitute Assignments
- Approve Miscellaneous Positions
- Approve Instructional Associates/Associate Assistants
- Approve Volunteers
- Approve Student Assistant Lists

6.3 Approval of Employee Calendar 2010-2021

It was moved by Ms. Barrios and seconded by Mr. Yarbrough to approve the 2020-2021 Employee Calendar as revised. 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. 20-02 authorizing payment to Trustee Absent from Board Meetings

It was moved by Ms. Barrios and seconded by Mr. Yarbrough to adopt Resolution No. 20-02 which authorizes payment to Nelida Mendoza for her absence from the February 24, 2020, 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 March 23, 2020.

There being no further business, Ms. Alvarez declared the meeting adjourned at 6:59 p.m., in memory of Mr. Edward Fosmire, Assistant Professor of Art, Santa Ana College, who passed away on March 3, 2020.

Respectfully submitted,

Marvin Martinez, Chancellor

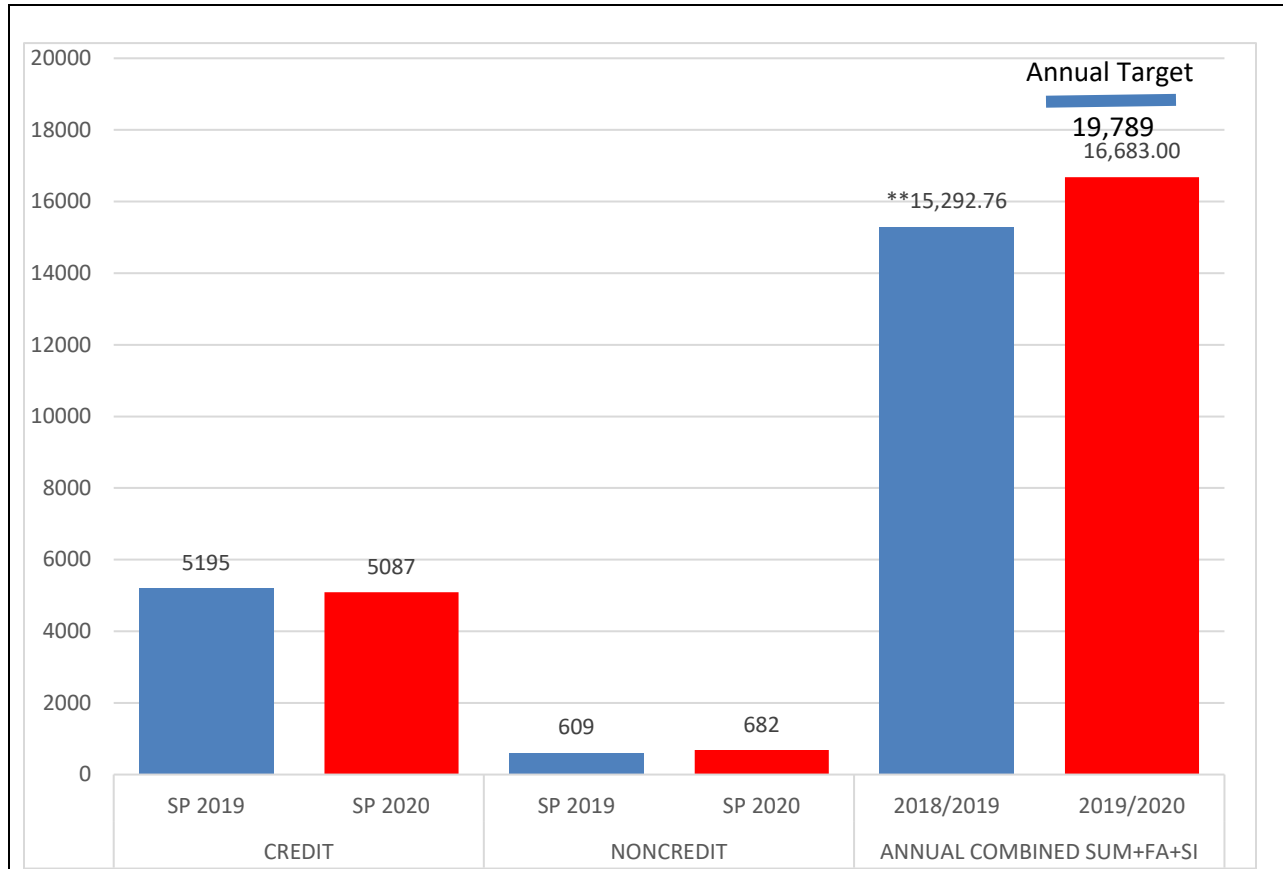
Approved: _____
Clerk of the Board

Minutes approved: March 23, 2020



SAC 2019/2020 Spring Enrollment Report

*Date: 3/5/20



FTES Target

Terms	2019/2020	DIFF	PCT
Credit SP Target	6598.00		
Credit SP Projection	6598.00	0.00	0%
Noncredit SP Target***	2111.00		
Noncredit SP Projection	2111.00	0.00	0%
Annual Target	19789.00		
Annual Projection	19671.00	-118.00	-1%

NOTES:

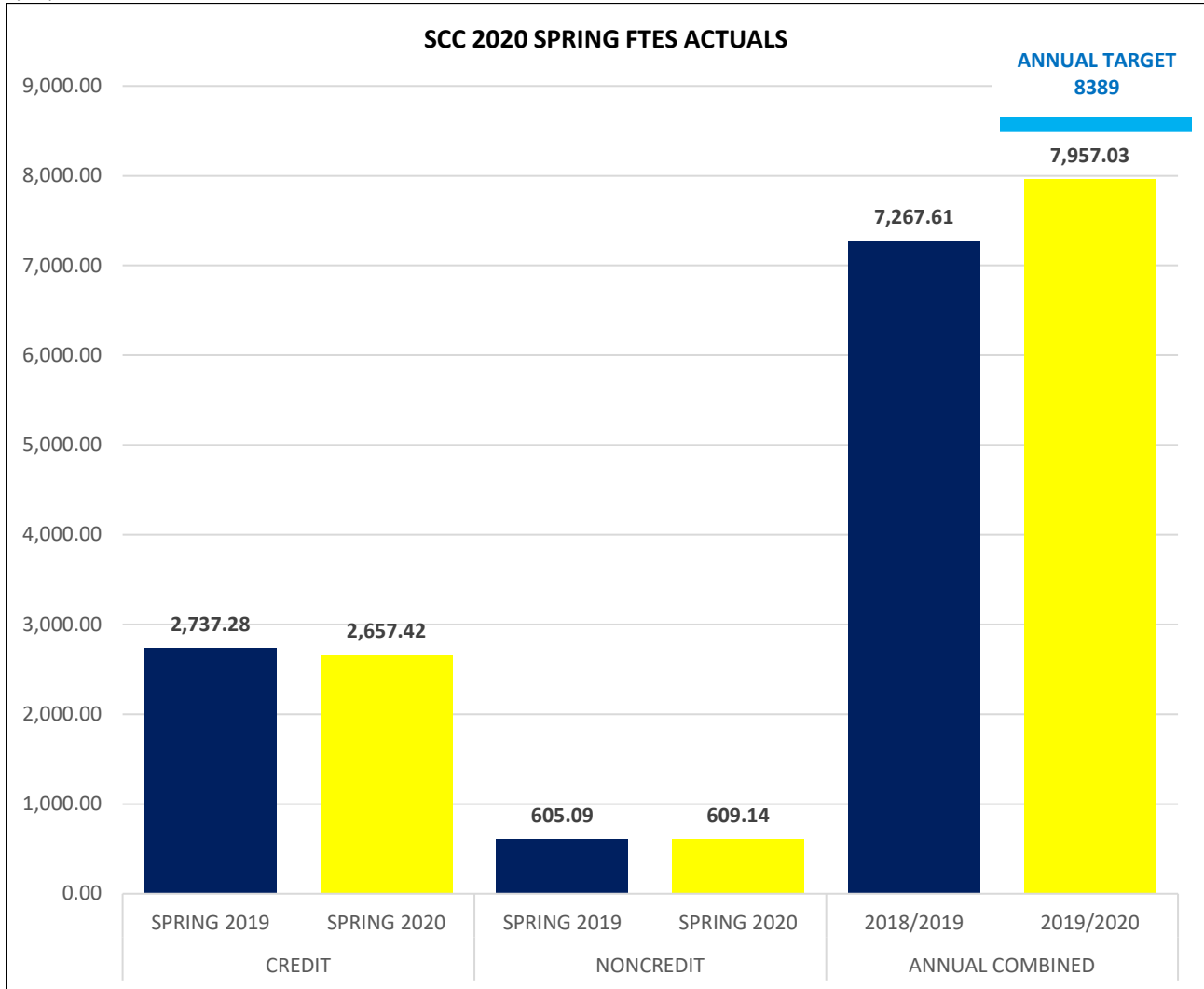
* This report represents a "moment in time" comparison between like terms.

** 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.

*** Spring Target includes all FTES earned by June 30, 2020.



SCC 2019/2020 ENROLLMENT REPORT
3/05/2020



FTES TARGETS

TERMS	2019/2020	DIFF	PCT
Credit Spring Target	2766		
Credit Spring Projection	2766	0	0.0%
NonCredit Spring Target	1155		
NonCredit Spring Projection	1155	0	0.0%
Annual Target	8389		
Annual Projection	8389	0	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 Reports

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
Office of the President, Santa Ana College

Date: March 9, 2020
To: Marvin Martinez, Chancellor
From: Linda D. Rose, Ed.D., President
Subject: Responses to Board Requests dated 3.09.2020 – Item #3.3

From Trustee Hernandez

*3.3 Approval of Addendum to the VitaNavis Subscription Agreement-Renewal Action between The Myers-Briggs Company and Rancho Santiago Community College District on behalf of Santa Ana College.

The administration recommends approval of the addendum to the VitaNavis subscription agreement-renewal between The Myers-Briggs Company and RSCCD on behalf of SAC, as presented.

I would ask if additional information can be provided at meeting on the assessments provided to students - to get a more thorough understanding of its relationship and support to Guided Pathways. I am guessing that this is Year 3 of a five-year agreement.

- Guided Pathways is a structured framework to increase student's success and provides clear pathways, and integrates support services.
- The SuperStrong Interest Inventory (SSII) is a condensed version of the Strong Interest Inventory (SII), which is used in the onboarding process of Santa Ana Unified School District seniors and new students to the college.
- High school seniors will be administered the SuperStrong Interest Inventory to inform their decision making and selection of the Career and Academic Pathways (CAPs) found on the Santa Ana College application for admissions.
- The SuperStrong is a tool that will help students understand their interests and work styles.
- The SuperStrong will help students identify a possible major leading to their ideal career pathway.
- The SuperStrong will provide students with information about career outlook, growth, and income information.
- The SuperStrong results are personalized to the Career and Academic Pathway options available at SAC.
- The previous agreement was for two years. This agreement renewal is for one year.