

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT (RSCCD)**

**2323 North Broadway  
Santa Ana, CA 92706**

**Board of Trustees  
(Regular meeting)**

**Monday, April 27, 2020**

**MINUTES**

**1.0 PROCEDURAL MATTERS**

1.1 Call to Order

The Zoom meeting was called to order at 4:35 p.m. by Ms. Claudia Alvarez via video/teleconference. Other members present were Ms. Arianna Barrios, Mr. John Hanna, Mr. Zeke Hernandez, Ms. Nelida Mendoza, Mr. Phillip Yarbrough, and Mr. Theodore Moreno via video/teleconference (Zoom) pursuant to Governor Newsom's Executive Order N-29-20. Mr. Larry Labrado was having technical difficulties and joined the meeting at the time noted.

Administrators present during the regular meeting via video/teleconference (Zoom) 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 via video/teleconference (Zoom) as record keeper.

1.2 Pledge of Allegiance to the United States Flag

The Pledge of Allegiance was led by Mr. Moreno, Student Trustee, Rancho Santiago Community College District.

1.3 Approval of Additions or Corrections to Agenda

Mr. Martinez informed the board that Item 4.7 (Rejection of All Bids for Bid #1383 for Purchase of Microscopes for New Science Center at Santa Ana College [SAC]) is to be removed from the Consent Calendar. (Please see before Item 1.6 [Consent Calendar] for correction to this instruction.)

Mr. Labrado joined the meeting via video/teleconference (Zoom) at this time.

1.4 Public Comment

Public comments were submitted prior to the meeting to Ms. Lucarelli by Dr. Maria Dela Cruz, Dean of Counseling, Santa Ana College. Since Dr. Dela Cruz participated via Zoom in the meeting, Ms. Alvarez asked her to read her public comments. Dr. Dela Cruz commended the board, administrators, and managers for their leadership during these unprecedented times.

1.5 Approval of Minutes

It was moved by Mr. Hernandez and seconded by Mr. Yarbrough to approve the minutes of the regular meeting held April 13, 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.

1.6 Approval of Consent Calendar

It was moved by Ms. Barrios 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 Items 3.1 (Mopar Career Automotive Program Local Program Agreement) and 4.8 (Purchase Orders), removed from the Consent Calendar by Mr. Hernandez; and Item 5.1 (Resource Development Items), removed from the Consent Calendar by Ms. Alvarez.

At this time, discussion ensued regarding the removal of Item 4.7 (Rejection of All Bids for Bid #1383 for Purchase of Microscopes for New Science Center at SAC) from the Consent Calendar. Mr. Martinez indicated that Item 4.7 was meant to be removed from the agenda rather than the Consent Calendar; therefore, Ms. Alvarez asked for a motion on Item 1.3.

1.3 Approval of Additions or Corrections to Agenda

It was moved by Ms. Barrios and seconded by Ms. Mendoza to approve removing Item 4.7 (Rejection of All Bids for Bid #1383 for Purchase of Microscopes for New Science Center at SAC) from the agenda. 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.

1.6 Approval of Consent Calendar (cont.)

The abovementioned motion on Item 1.6 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.

3.2 Approval of Rancho Santiago Community College District Professional Services Agreement with Interact Communications

The board approved the RSCCD professional services agreement with Interact Communications located in Oceanside, California, as presented.

3.3 Approval of Proposed Revisions for 2020-2021 Santa Ana College (SAC) Catalog

The board approved the proposed revisions for the 2020-2021 SAC catalog.

1.6 Approval of Consent Calendar (cont.)

3.4 Confirmation of Santa Ana College Associate Degrees and Certificates for Fall 2019

The board confirmed the list of recipients of the SAC associate degrees and certificates for Fall 2019, as presented.

3.5 Confirmation of Santiago Canyon College (SCC) Associate Degrees and Certificates for Fall 2019

The board confirmed the list of recipients of the SCC associate degrees and certificates for Fall 2019, as presented.

3.6 Approval of Application and Documents, and Adoption of Resolution No. 20-04 for Eligibility State and Federal Surplus Property Program for Survey Mapping Sciences Department at Santiago Canyon College

The board approved the application and documents, and adopted Resolution No. 20-04 for the Eligibility State and Federal Surplus Property Program for the Survey Mapping Sciences Department at SCC 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 April 1, 2020, to April 14, 2020.

4.3 Approval of Quarterly Financial Status Report (CCFS-311Q) for Period Ended March 31, 2020

The board approved the CCFS-311Q for the period ending March 31, 2020, as presented.

4.6 Approval of Agreement with HKA Elevator Consulting, Inc. for Elevator Consultant Services for Building D at Santiago Canyon College

The board approved the agreement with HKA Elevator Consulting, Inc. for elevator specialist consultant services for Building D at SCC as presented.

4.9 Approval of Purchase Orders

The board approved the purchase order listing for the period February 16, 2020, through March 21, 2020.

5.2 Approval of Sub-Agreements between RSCCD and Local Educational Agencies in Los Angeles County and Orange County Awarded K-12 Strong Workforce Program Pathway Improvement Funds

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.

1.7 Presentation on Novel Coronavirus - COVID-19 Update

Mr. Austin Webster, Townsend Public Affairs, provided a presentation on the Novel Coronavirus - COVID-19 to the board. Board members received clarification on items related to the presentation from Mr. Webster.

**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.

Mr. Yarbrough left the meeting during Mr. Moreno's report.

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

Ms. Katherine James, Admissions & Records Specialist II, Santiago Canyon College, 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 De Carbo, Academic Senate President, Santiago Canyon College  
Mr. Roy Shahbazian, Academic Senate President, Santa Ana College

2.7 Report from Board President

Ms. Alvarez provided a report to the board, which included announcing the formation of an Ad Hoc Board Committee for Discussion and Timing of Reentry Plans According to the Governor's Guidelines.

2.8 Reports from Board Committee Chairpersons and Representatives of the Board

Mr. Hanna provided a report to the board on the April 20, 2020, Board Facilities Committee meeting.

**3.0 INSTRUCTION**

Items 3.2 through 3.6 were approved as part of Item 1.6 (Consent Calendar).

3.1 Approval of Mopar Career Automotive Program (CAP) Local Program Agreement with Fiat-Chrysler Automobiles (FCA) US LLC

It was moved by Mr. Labrado and seconded by Mr. Hernandez to approve the Mopar CAP local program agreement with FCA US LLC located in Auburn Hills, Michigan, as presented. Discussion ensued. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, and Ms. Mendoza. Student Trustee Moreno's advisory vote was aye.

**4.0 BUSINESS OPERATIONS/FISCAL SERVICES**

Items 4.1, 4.2, 4.3, and 4.6, and 4.9 were approved as part of Item 1.6 (Consent Calendar).

**NOTE:** Item 4.4 (Quarterly Investment Report) and 4.5 (Resolution No. 20-05) were considered after Item 5.1 (Resource Development Items).

4.7 This item was removed from the agenda during Item 1.3 (Additions or Corrections to Agenda).

4.8 Ratification of Purchase Orders Approved by Chancellor per Resolution No. 20-03 Declaring an Emergency and Authorizing Necessary Actions Regarding Novel Coronavirus (COVID-19)

It was moved by Mr. Hanna and seconded by Ms. Mendoza to ratify the purchase orders approved by the chancellor per Resolution No. 20-03. Discussion ensued. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, and Ms. Mendoza. Student Trustee Moreno's advisory vote was aye.

## 5.0 GENERAL

Item 5.2 was approved as part of Item 1.6 (Consent Calendar).

### 5.1 Approval of Resource Development Items

It was moved by Mr. Labrado and seconded by Mr. Hernandez to approve budgets, accept grants, and authorize 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:

- Coronavirus Aid, Relief, and Economic Security (CARES)	\$8,488,302
Act Higher Education Emergency Relief Fund (SAC & SCC)	
- Disabled Student Programs and Services (DSPS) (SAC)	\$1,019,405
- Financial Aid Technology (SAC & SCC)	\$ 99,501

Discussion ensued. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, and Ms. Mendoza. Student Trustee Moreno’s advisory vote was aye.

At this time, it was brought to the attention of the board president that Item 4.4 and 4.5 needed to be considered.

### 4.4 Quarterly Investment Report as of March 31, 2020

The quarterly investment report as of March 31, 2020, was presented as information.

### 4.5 Adoption of Resolution No. 20-05 Regarding Expenditure Transfers to Permit Payment of Obligations

It was moved by Mr. Labrado and seconded by Mr. Hernandez to adopt Resolution No. 20-05 regarding expenditure transfers as presented. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, and Ms. Mendoza. Student Trustee Moreno’s advisory vote was aye.

### 5.3 Approval of Privileges for Student Trustee

It was moved by Mr. Hernandez and seconded by Mr. Hanna to approve the following privileges for the student trustee:

- The privilege to make and second motions;
- The privilege to attend closed sessions on matters relating to student discipline;
- The privilege to receive the same compensation for meeting attendance and the amount of that compensation, up to the amount prescribed by Education Code Section 72425;
- The privilege to serve a term commencing on May 15;
- The privilege to serve on board committees.

5.3 Approval of Privileges for Student Trustee (cont.)

Discussion ensued. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, and Ms. Mendoza. Student Trustee Moreno’s advisory vote was aye.

5.4 Adoption of Resolution No. 20-06 Denouncing Xenophobia and Anti-Asian Sentiment Arising Due to Fears of the Novel Coronavirus (COVID-19) Pandemic and Affirming RSCCD’s Commitment to Well-Being and Safety of Asian American Communities

It was moved by Mr. Hernandez and seconded by Mr. Labrado to adopt Resolution No. 20-06. Discussion ensued. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, and Ms. Mendoza. Student Trustee Moreno’s advisory vote was aye.

5.5 Board Member Comments

Board members congratulated Mr. Moreno on his acceptance to five universities to which he applied. Mr. Moreno thanked board members for their words of congratulations.

Ms. Mendoza commended Dr. Hernandez on SCC’s annual report she recently received.

Board members commended staff for their flexibility and commitment to serving the students during the COVID-19 pandemic.

Mr. Moreno indicated the SAC and SCC student governments have been working on revisions to Administrative Regulation (AR) 2105 Election of Student Member to allow the student trustee to run for election of a second term. Mr. Hanna informed Mr. Moreno that ARs are not governed by the board of trustees and asked him to contact the chancellor for any requested revisions.

Mr. Hanna expressed concern over the future budget reductions due to the COVID-19 pandemic.

Ms. Alvarez gave kudos to mothers and teachers as they navigate teaching children at home during the COVID-19 pandemic.

**RECESS TO CLOSED SESSION**

The board convened into closed session at 8:26 p.m. to consider the following items:

1. Student Expulsion (pursuant to Education Code 72122)  
Student I.D. #1059838  
Student I.D. #2456408

2. Public Employment (pursuant to Government Code Section 54957[b][1])
  - a. Full-time Faculty
  - b. Part-time Faculty
  - c. Management Staff
  - d. Classified Staff
3. Conference with Legal Counsel: Anticipated/Potential Litigation (pursuant to Government Code Section 54956.9[b]-[c]) (3 cases)
4. Conference with Legal Counsel: Existing Litigation (pursuant to Government Code Section 54956.9[a])

*Anthony Rabiola vs. Rancho Santiago Community College District et al, Orange County Superior Court Case No. 30-2019-01115249-C-OE-CJC*

*Stephanie Sunahara vs. Rancho Santiago Community College District et al, Orange County Superior Court Case No. 30-2020-01126523-CU-PO-CJC*

*Alliance of Schools for Cooperative Insurance Programs (ASCIP) vs. Sandra Elizabeth Castro Palma Claim #1805554*

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. Evaluation of Management Staff (per Government Code 11126[a])

Mr. Yarbrough rejoined the public meeting at 8:42 p.m., and upon finding out that the board was still in closed session, he left the public meeting and joined the closed session meeting.

### **RECONVENE**

The board reconvened at 11:16 p.m.

Mr. Hanna did not rejoin the public meeting at this time.

### **Public Comment**

There were no public comments.



### Closed Session Report

Mr. Yarbrough reported during closed session the board discussed public employment, anticipated/potential litigation, existing litigation, labor negotiations, evaluation of management staff, and student expulsions; and the board took action to expel Student I.D. #1059838 and Student I.D. #2456408, with the following vote: Aye - Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, and Ms. Mendoza. Mr. Yarbrough reported that he was not present during the vote on the student expulsions. Student Trustee Moreno's advisory vote was aye.

Mr. Moreno left the meeting after participating in the discussion and vote on the appeal of the student expulsion item during closed session.

## **6.0 HUMAN RESOURCES**

### **6.1 Management/Academic Personnel**

It was moved by Mr. Yarbrough and seconded by Mr. Hernandez to approve the following action on the management/academic personnel docket. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hernandez, Mr. Labrado, Ms. Mendoza, and Mr. Yarbrough.

- Ratify Resignations/Retirements
- Approve 2019-2020 CSEA Chapter 888 Annual Salary Schedule
- Approve 2019-2020 CSEA Chapter 888 Hourly Salary Schedule
- Approve Appointments/Part-time to Tenure Track
- Approve Adjusted Final Salaries for Appointment/Temporary Full-time to Tenure Track
- Approve State Teachers Retirement System (STRS) Reduced Workload Two Year Agreements
- Approve Leaves of Absence

### **6.2 Classified Personnel**

It was moved by Mr. Yarbrough and seconded by Mr. Hernandez to approve the following action on the classified personnel docket. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hernandez, Mr. Labrado, Ms. Mendoza, and Mr. Yarbrough.

- Approve Miscellaneous Pay Schedule Revised 4-27-20
- Approve New Appointments
- Approve Temporary to Contract Assignments
- Approve Professional Growth Increments
- Approve Out of Class Assignments
- Approve Return to Regular Assignments

6.2 Classified Personnel (cont.)

- Approve Changes in Position
- Approve Changes in Salary Placement
- Approve Leaves of Absence
- Ratify Resignations/Retirements
- Approve Short Term Assignments
- Approve Hours for Ongoing Assignments
- Approve Substitute Assignments
- Approve Miscellaneous Positions

Mr. Hanna rejoined the public meeting at this time.

6.3 Public Disclosure of Collective Bargaining Agreement between Rancho Santiago Community College District and RSCCD Continuing Education Association

It was moved by Mr. Yarbrough and seconded by Ms. Mendoza to postpone the collective bargaining agreement between RSCCD and RSCCD CEFA for the period of July 1, 2020 through June 30, 2023, until the district has more information relating to the state budget. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Ms. Mendoza, and Mr. Yarbrough.

Mr. Hanna indicated that if he would have been present for the vote on Items 6.1 (Management/ Academic Personnel) and 6.2 (Classified Personnel), he would have voted in favor of both items.

**7.0 ADJOURNMENT**

The next regular meeting of the Board of Trustees will be held on May 11, 2020.

There being no further business, Ms. Alvarez declared the meeting adjourned at 11:21 p.m.

Respectfully submitted,

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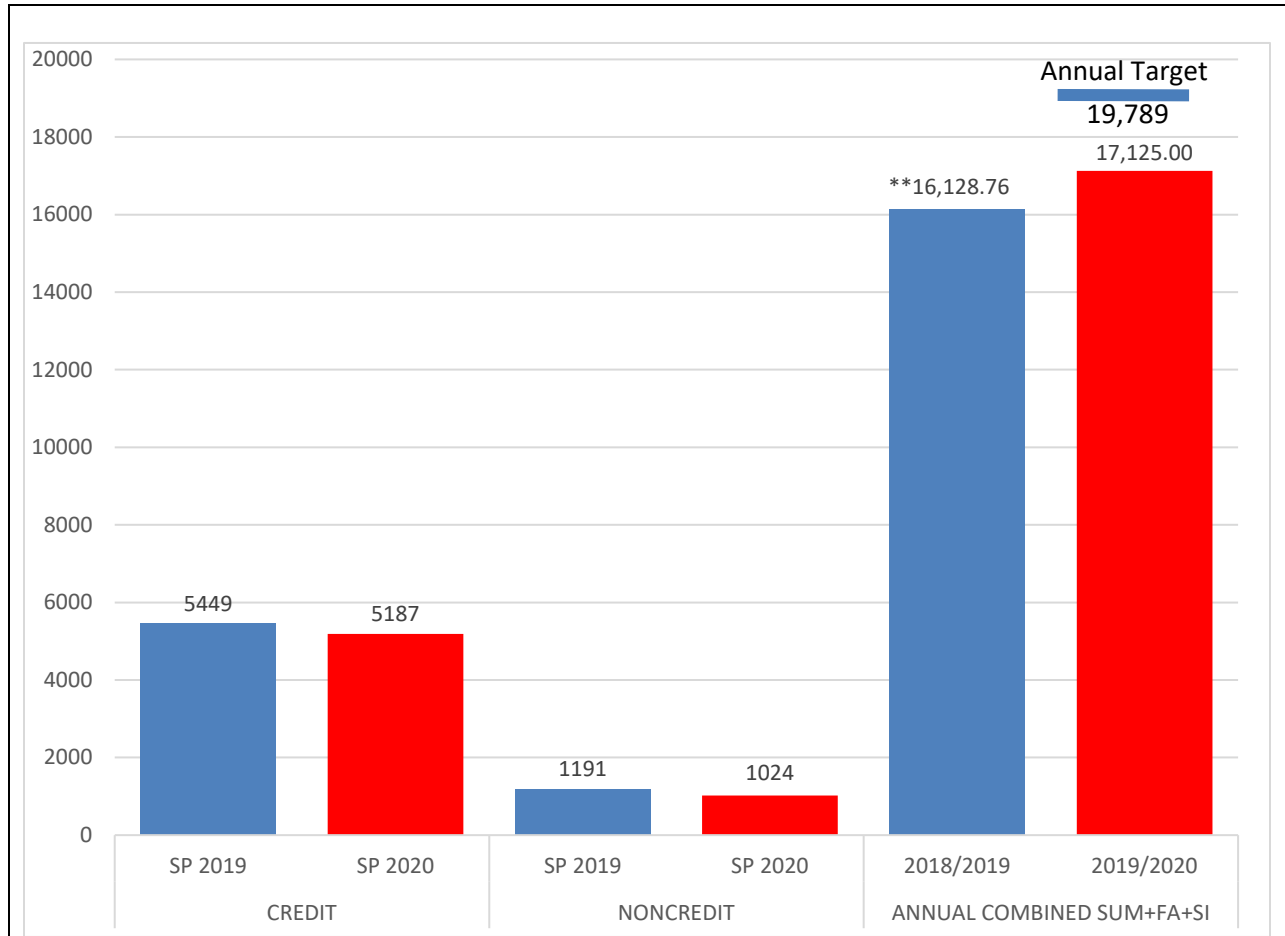
Marvin Martinez, Chancellor

Approved: \_\_\_\_\_  
Clerk of the Board

Minutes approved: May 11, 2020



## SAC 2019/2020 Spring Enrollment Report \*Date: 4/23/2020



### FTES Target

Terms	2019/2020	DIFF	PCT
Credit SP Target	6598.00		
Credit SP Projection	5798.00	-800.00	-14%
Noncredit SP Target***	2111.00		
Noncredit SP Projection	1236.00	-875.00	-71%
Annual Target	19789.00		
Annual Projection	18114.00	-1675.00	-9%

### NOTES:

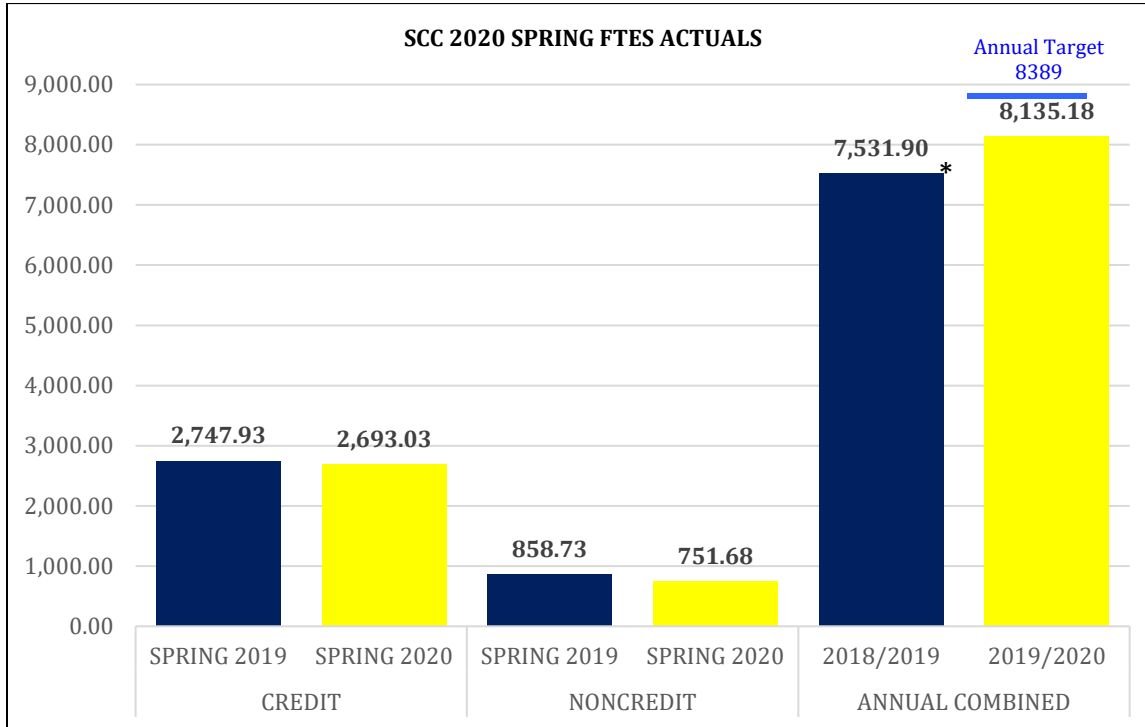
\* This report represents a “moment in time” comparison between like terms.

\*\* 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**  
4/22/2020



**FTES TARGETS**

TERMS	2019/2020	DIFF	PCT
Credit Spring Target	2766		
Credit Spring Projection	2700	-66.00	-2.4%
NonCredit Spring Target	1155		
NonCredit Spring Projection	885	-270.00	-23.4%
Annual Target	8989		
Annual Projection	8053	-336.00	-4.0%

**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