

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT (RSCCD)

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

**Board of Trustees
(Regular meeting)**

Monday, June 15, 2020

MINUTES

1.0 PROCEDURAL MATTERS

1.1 Call to Order

The Zoom meeting was called to order at 4:34 p.m. by Ms. Claudia Alvarez via video/teleconference. Other members present were Ms. Arianna Barrios, Mr. John Hanna, Mr. Zeke Hernandez, Mr. Larry Labrado, Mr. Phillip Yarbrough, and Mr. Mariano Cuellar via video/teleconference (Zoom) pursuant to Governor Newsom's Executive Order N-29-20.

Administrators present during the regular meeting via video/teleconference (Zoom) were Ms. Tracie Green, Mr. Peter Hardash, Dr. John Hernandez, Dr. Jeffrey Lamb, 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 Ms. Monica Renteria, Student President, Santa Ana College.

1.3 Administration of Oath of Allegiance to Mariano A. Cuellar, 2020-2021 Student Trustee

Ms. Alvarez administered the Oath of Allegiance to Mr. Mariano A. Cuellar. The board welcomed him as the 2020-2021 student trustee.

1.4 Approval of Additions or Corrections to Agenda

There were no additions or corrections to the agenda.

1.5 Public Comment

Notice of a public comment was submitted prior to the meeting to Ms. Lucarelli by Mr. Henry Gardner on behalf of the Santiago Canyon College (SCC) Associated Student Government (ASG) and Ms. Monica Renteria on behalf of the Santa Ana College (SAC) ASG who requested that the board hold a moment of silence for George Floyd for a total of 8 minutes and 46 seconds to bring awareness to recent events surrounding Mr. Floyd's death and the impacts on RSCCD black student's

1.5 Public Comment (cont.)

lives that systemic discrimination brings. The board acknowledged Mr. Gardner's and Ms. Renteria's request and held a moment of silence for 8 minutes and 46 seconds.

Notice of a public comment was submitted prior to the meeting to Ms. Lucarelli by Mr. Kelvin Leeds who requested the board adopt a policy or resolution using Centers for Disease Control and Prevention (CDC) guidelines for RSCCD staff to wear face masks to reduce the spread of COVID-19.

1.6 Approval of Minutes

It was moved by Mr. Yarbrough and seconded by Mr. Hernandez to approve the minutes of the regular meeting held May 26, 2020. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, and Mr. Yarbrough. Student Trustee Cuellar's advisory vote was aye.

1.7 Approval of Consent Calendar

It was moved by Ms. Barrios and seconded by Mr. Labrado 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 4.10 (Amended Apprenticeship Cost Agreements) removed from the Consent Calendar by Mr. Hanna. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, and Mr. Yarbrough. Student Trustee Cuellar's advisory vote was aye.

4.1 Approval of Facilities Use Agreement with Garden Grove Unified School District (GGUSD), on behalf of Lincoln Education Center

The board approved the facilities use agreement with GGUSD, on behalf of Lincoln Education Center, located in Garden Grove, California, as presented.

4.2 Approval of Second Amendment to Rancho Santiago Community College District Professional Services Agreement with LeeAnn Stone

The board approved the second amendment to the RSCCD professional services agreement with LeeAnn Stone, located in Santa Ana, California, as presented.

4.3 Approval of Rancho Santiago Community College District to Purchase Hybrid Vehicle Demonstrator Trainers from Klein Educational Systems Under Bid Limit

The board approved the RSCCD to purchase hybrid vehicle demonstrator trainers from Klein Educational Systems under bid limit, as presented.

4.4 Approval of Proposed Revisions for the 2021–2022 Santa Ana College (SAC) Catalog

The board approved the proposed revisions for the 2021–2022 SAC catalog.

1.7 Approval of Consent Calendar (cont.)

4.5 Approval of Proposed Revisions for the 2020-2021 Santiago Canyon College Catalog and/or 2020–2021 Catalog Addendum

The board approved the proposed revisions for the 2020-2021 SCC catalog and/or 2020–2021 college catalog addendum as presented.

4.6 Approval of Amendment to the 2019-2020 Instructional Service Agreement with Santa Ana Beauty Academy to Operate Santiago Canyon College Cosmetology Program

The board approved the amendment to the instructional service agreement with Santa Ana Beauty Academy to operate the SCC cosmetology program.

4.7 Approval of 2020-2021 Instructional Service Agreement Renewal with Santa Ana Beauty Academy

The board approved the 2020-2021 instructional service agreement renewal with Santa Ana Beauty Academy as presented.

4.8 Approval of Agreement for Third Party Education Program with California Association of Code Enforcement Officers (CACEO)

The board approved the agreement for third party education program with CACEO as presented.

4.9 Approval of Agreement with Pacific Clinics' Recovery Education Institute

The board approved the agreement with Pacific Clinics' Recovery Education Institute located in Orange, California.

4.11 Approval of California/Nevada Training Trust Master Cost Agreement

The board approved the California/Nevada Training Trust master cost agreement as presented.

4.12 Approval of JTS Services Master Cost Agreement

The board approved the JTS Services master cost agreement as presented.

4.13 Approval of Metropolitan Water District of Southern California Master Cost Agreement

The board approved the Metropolitan Water District of Southern California master cost agreement as presented.

4.14 Approval of Operating Engineers Training Trust JATC Master Cost Agreement

The board approved the Operating Engineers Training Trust JATC master cost agreement as presented.

4.15 Approval of Orange County Electrical Training Trust Master Cost Agreement

The board approved the Orange County Electrical Training Trust master cost agreement as presented.

1.7 Approval of Consent Calendar (cont.)

4.16 Approval of Southern California Surveyors Master Cost Agreement

The board approved the Southern California Surveyors master cost agreement as presented.

4.18 Approval of One Year Renewal of Instructional Services Agreement with Pacific Clinics

The board approved the one year renewal of the instructional services agreement with Pacific Clinics as presented.

4.19 Approval of Memorandum of Understanding (MOU) Renewal for Bridge Program with Orange Unified School District (OUSD)

The board approved the MOU renewal for bridge program with OUSD as presented.

4.20 Approval of Consulting Agreement Renewal with Orange Unified School District

The board approved the consulting agreement renewal with OUSD as presented.

4.21 Approval of Designated Representative to Serve as Official RSCCD Representative on Rancho Santiago Adult Education Consortium for 2020-2021 Fiscal Year

The board approved Eden Quimzon as the designated representative to serve as the official RSCCD representative on the Rancho Santiago Adult Education Consortium for the 2020-2021 fiscal year as presented.

4.22 Approval of Amended Professional Services Agreement with Substance Media, Inc. for the Santiago Canyon College Counseling Department

The board approved the professional services agreement with Substance Media, Inc. for the SCC Counseling Department as presented.

5.1 Approval of Payment of Bills

The board approved payment of bills as submitted.

5.2 Approval of Budget Increases/Decreases and Budget Transfers

The board approved budget increases, decreases and transfers from May 13, 2020, to June 2, 2020.

5.4 Approval of Amendment No. 1 to Retainer Agreement with Public Agency Law Group

The board approved authorizing the Vice Chancellor of Business Operations/ Fiscal Services or his designee to renew the proposed Amendment No. 1 to the Retainer Agreement with Public Agency Law Group as presented.

1.7 Approval of Consent Calendar (cont.)

5.5 Approval of Renewal of Engagement with Nixon Peabody LLP for Bond Counsel

The board approved authorizing the Vice Chancellor of Business Operations/ Fiscal Services or his designee to renew the proposed agreement with Nixon Peabody LLP for Bond Counsel as presented.

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

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

5.7 Approval of Legal Services Agreement with Bergman Dacey Goldsmith, PLC

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

5.8 Approval of Legal Services Agreement with Atkinson, Andelson, Loya, Rudd & Romo

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

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

The board approved the lease with St. Peter Evangelical Lutheran Church in Santa Ana for facilities to provide child care services as presented.

5.10 Approval of Settlement Agreement with Southwest Inspection & Testing for New Johnson Student Center Project at Santa Ana College

The board approved the settlement agreement with Southwest Inspection & Testing for the New Johnson Student Center Project at SAC as presented.

5.11 Approval of Five Year Construction Plan (2022-2026) and Initial Project Proposals (IPPs) for Santa Ana College and Santiago Canyon College

The board approved the Five Year Construction Plan (2022-2026) and IPPs for SAC and SCC as presented.

5.12 Approval of Five-Year Software Support Service Agreement with Ellucian, Inc.

The board approved the Five-Year software support service agreement with Ellucian, Inc. as presented.

1.7 Approval of Consent Calendar (cont.)

5.13 Approval of Amendment to Agreement with Ellucian, Inc. for Professional Services

The board approved the amendment to the agreement with Ellucian, Inc. for professional services as presented.

5.15 Approval of Foundation for California Community Colleges (FCCC) Contract with Hit Labs, Inc. - Master Agreement No. 00002934

The board approved the District's use of the FCCC contract with Hit Labs – Master Agreement No. 00002934 including renewals, future addendums, supplements and extensions as presented.

5.16 Approval of Foundation for California Community Colleges Contract with Konica Minolta Business Solutions, U.S.A., Inc. – Agreement No. 00003237

The board approved the District's use of the FCCC contract with Konica Minolta Business Solutions, U.S.A., Inc. – Agreement No. 00003237 including renewals, future addendums, supplements and extensions as presented.

5.17 Approval of 2020-2021 Contract Listing

The board approved the 2020-2021 contract listing as presented.

5.18 Approval of Purchase Orders

The board approved the purchase order listing for the period April 26, 2020, through May 23, 2020.

6.1 Approval of Sub-Agreement between RSCCD and Stephen A. Wright, LLC for Orange County Deputy Sector Navigator Information Communications Technology (ICT)/Digital Media Grant

The board approved the sub-agreement 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.

6.2 Approval of Professional Services Agreement with 25th Hour Communications for Marketing and Advertising Services

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

6.3 Approval of Agreement for General Counsel Services with AlvaradoSmith

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

1.7 Approval of Consent Calendar (cont.)

6.4 Approval of Renewal of Contract with Townsend Public Affairs, Inc.
The board approved the contract for consulting Services with Townsend Public Affairs, Inc. as presented.

6.5 Approval of Legal Services Agreement with Liebert Cassidy Whitmore
The board authorized the Vice Chancellor of Human Resources or her designee to renew the proposed agreement between RSCCD and Liebert Cassidy Whitmore as presented.

6.6 Approval of Ground Lease with the City of Santa for Adult Education Center Located on Grounds of Centennial Park
The board authorized the Chancellor or his designee to sign on behalf of the District the proposed ground lease between RSCCD and the City of Santa Ana for the Adult Education Center located on the grounds of Centennial Park as presented.

1.8 Presentation on RSCCD Safety & Security/SAC Sheriff's Academy Training and Policies Regarding Use of Force, Cultural Sensitivity, and Mental Health

Chief Michael Toledo, Dr. Lamb, Mr. Brad Virgoe, and Dr. Timothy Winchell provided a presentation to the board on the RSCCD Safety & Security/SAC Sheriff's Academy training and policies regarding use of force, cultural sensitivity, and mental health. Board members received clarification on data related to the presentation from Chief Toledo, Dr. Lamb, Mr. Virgoe, and Dr. Winchell.

1.9 Public Hearing – 2020-2021 Tentative Budget

There were no public comments.

It was moved by Mr. Yarbrough and seconded by Mr. Hernandez to suspend the rules and consider Item 5.3 (2020-2021 Tentative Budget) at this time. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Hernandez, Mr. Labrado, and Mr. Yarbrough. Student Trustee Cuellar's advisory vote was aye.

The board president asked Mr. Hardash to provide a presentation on the 2020-2021 Tentative Budget at this time (Item 3.8); therefore, Mr. Hardash provided a presentation to the board on the budget. Board members received clarification on data related to the presentation from Mr. Hardash.

5.3 Approval of 2020-2021 Tentative Budget

It was moved by Mr. Yarbrough and seconded by Mr. Hernandez to approve the 2020-2021 proposed Tentative Budget as presented. Discussion ensued. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, and Mr. Yarbrough. Student Trustee Cuellar's advisory vote was aye.

2.0 BOARD ORGANIZATION

2.1 Board Organization

- **Election of Board Officers (Vice President and Clerk) for the Remainder of 2020**

Since there is a vacancy in the Vice President and Board Clerk positions, the board held an election for the position of Vice President and Clerk.

Mr. Hanna nominated Mr. Yarbrough for the 2020 board vice president. Since there were no other nominations, the nomination to elect Mr. Yarbrough as vice president carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, and Mr. Yarbrough. Student Trustee Cuellar’s advisory vote was aye.

Mr. Hanna nominated Ms. Barrios for the 2020 board clerk. Since there were no other nominations, the nomination to elect Ms. Barrios as clerk carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, and Mr. Yarbrough. Student Trustee Cuellar’s advisory vote was aye.

3.0 INFORMATIONAL ITEMS AND ORAL REPORTS

3.1 Report from the Chancellor

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

3.2 Reports from College Presidents

The following college representatives provided reports to the board:

Dr. John Hernandez, President, Santiago Canyon College
Dr. Jeffrey Lamb, Vice 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 and at the May 11, 2020, board meeting Ms. Alvarez asked that the written reports provided by the college presidents be attached to the minutes.

3.3 Report from Student Trustee

Mr. Cuellar provided a report to the board.

3.4 Reports from Student Presidents

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

Mr. Henry Gardner, Student President, Santiago Canyon College
Ms. Monica Renteria, Student President, Santa Ana College

3.5 Report from Classified Representative

Ms. Sheryl Martin provided a report to the board on behalf of classified staff.

3.6 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

3.7 Report from Board President

Ms. Alvarez provided a report to the board.

3.8 Informational Presentation on the Budget

Mr. Hardash provided a presentation to the board on the budget after Item 1.9 (Public Hearing – 2020-2021 Tentative Budget).

3.9 Reports from Board Committee Chairpersons and Representatives of the Board

Mr. Hanna provided a report on the June 8, 2020, Board Facilities Committee meeting.

Ms. Alvarez provided a report on the June 10, 2020, Board Safety & Security Committee meeting during Item 1.8 (RSCCD Safety & Security/SAC Sheriff's Academy presentation).

On behalf of Ms. Alvarez, Mr. Perez provided a report on the June 2, 2020, RSCCD Foundation meeting.

Ms. Alvarez provided a report on the June 4, 2020, Ad Hoc Board Committee for Discussion and Timing of Reentry Plans According to the Governor's Guidelines meeting. Mr. Martinez indicated workgroups were working on information regarding returning to the workplace and classroom.

4.0 INSTRUCTION

Items 4.1 through 4.9, 4.11, 4.12, 4.13, 4.14, 4.15, 4.16, 4.18, 4.19, 4.20, 4.21, and 4.22 were approved as part of Item 1.7 (Consent Calendar).

Mr. Hanna expressed his intention to abstain from the vote on Items 4.10 and 4.17 due to a potential conflict of interest and left the Zoom meeting at this time.

4.10 Approval of Amended Apprenticeship Cost Agreements

It was moved by Mr. Yarbrough and seconded by Mr. Labrado to approve the amended apprenticeship cost agreements for 2019-2020. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hernandez, Mr. Labrado, and Mr. Yarbrough; and a vote of abstention from Mr. Hanna (that was noted before he left the Zoom meeting). Student Trustee Cuellar’s advisory vote was aye.

4.17 Approval of Southwest Carpenters Training Fund and Southwest Carpenter and Affiliated Trades Joint Apprenticeship and Training Committee Master Cost Agreement

It was moved by Mr. Yarbrough and seconded by Mr. Labrado to approve the Southwest Carpenters Training Fund and Southern California Carpentry Joint Apprenticeship and Training Committee master cost agreement as presented. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hernandez, Mr. Labrado, and Mr. Yarbrough; and a vote of abstention from Mr. Hanna (that was noted before he left the Zoom meeting). Student Trustee Cuellar’s advisory vote was aye.

Mr. Hanna returned to the meeting at this time.

5.0 BUSINESS OPERATIONS/FISCAL SERVICES

Items 5.1, 5.2, and 5.4 through 5.13, 5.15, 5.16, 5.17, and 5.18 were approved as part of Item 1.7 (Consent Calendar).

5.3 Approval of 2020-2021 Tentative Budget

This item was considered and approved after Item 1.9 (Public Hearing – 2020-2021 Tentative Budget).

5.14 Adoption of Resolution No. 20-09 to Approve Contracts for Procurement of Microscopes, Specialized Engineering Equipment and Related Equipment and Services

It was moved by Mr. Yarbrough and seconded by Ms. Barrios to postpone action on Resolution No. 20-09 to approve contracts for the procurement of microscopes, specialized engineering equipment and related equipment and services without competitive bidding as presented. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, and Mr. Yarbrough. Student Trustee Cuellar’s advisory vote was aye.

6.0 GENERAL

Items 6.1 through 6.6 were approved as part of Item 1.7 (Consent Calendar).

6.7 Ratification of Amicus Brief Supporting Chancellor of California Community Colleges

It was moved by Mr. Hernandez and seconded by Mr. Hanna to ratify the District’s inclusion as an “amicus curiae” on the Amicus Brief in support of the Chancellor of California Community Colleges. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, and Mr. Yarbrough. Student Trustee Cuellar’s advisory vote was aye.

6.8 Adoption of Resolution No. 20-10 Affirming RSCCD’s Commitment to Actively Strategize and Take Action Against Structural Racism

It was moved by Ms. Alvarez and seconded by Mr. Hernandez to adopt Resolution No. 20-10 as presented. Discussion ensued. It was moved by Mr. Yarbrough and seconded by Mr. Hanna to remove the word “systemic” from the first sentence and the word “structural” from the last sentence. Discussion ensued.

It was moved by Mr. Hanna and seconded by Ms. Alvarez to vote on the removal of each word (systemic and structural) separately. Discussion ensued. The motion failed to remove the word “systemic” from Resolution No. 20-10 with the following vote: Aye – Mr. Yarbrough; Nay - Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, and Mr. Labrado. Student Trustee Cuellar’s advisory vote was nay. Discussion ensued. The motion failed to remove the word “structural” from Resolution No. 20-10 with the following vote: Aye – Mr. Yarbrough; Nay - Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, and Mr. Labrado. Student Trustee Cuellar’s advisory vote was nay.

Discussion ensued on the original motion to adopt Resolution No. 20-10 as presented. Mr. Hanna called the question. The motion to adopt Resolution No. 20-10 carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, and Mr. Yarbrough. Student Trustee Cuellar’s advisory vote was aye.

6.9 Approval of Process and Procedure for Provisional Appointment to Fill Vacancy for Trustee Area 3 Resulting from Resignation of Trustee Nelida Mendoza or Decision to Forgo Appointment and Wait for Scheduled November 3, 2020, Election to Select New Trustee for Area 3

It was moved by Mr. Hanna and seconded by Mr. Yarbrough to discuss options to fill the vacancy in Trustee Area 3. Discussion ensued. Ms. Alvarez called the question to vote on whether the board should fill the vacancy for Trustee Area 3 resulting from the resignation of Trustee Nelida Mendoza. The motion failed with the following vote: Nay – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Hernandez, Mr. Labrado, and Mr. Yarbrough. Student Trustee Cuellar’s advisory vote was nay. Therefore, board members decided to forgo an appointment and wait for the scheduled November 3, 2020, election for selection of a new trustee for Area 3.

6.10 Board Member Comments

Board members welcomed Mr. Cuellar as the new 2020-2021 student trustee and Mr. Gardner and Ms. Renteria as the new 2020-2021 student presidents.

Board members thanked Mr. DeCarbo for his service as SCC’s Academic Senate president and welcomed Mr. Craig Rutan as the SCC Academic Senate president for the 2020-2021 academic year.

Mr. Hernandez reported that he attended (via Zoom) a SAC Scholarship Award virtual ceremony on May 29, 2020, a recent Institute for Community Input with College Districts virtual meeting, and a virtual meeting with the chancellor on June 4, 2020. He also recently attended an Achievement Institute for Scientific Studies (AISS) virtual fundraiser, a National Association for the Advancement of Colored People (NAACP) virtual meeting, and a protest at 17th & Bristol Streets as an observer.

Mr. Yarbrough reported that he and Mr. Hernandez attended an event on June 5, 2020, when Orange County Supervisor Don Wagner presented a proclamation to SCC on behalf of its 20-year anniversary. Mr. Yarbrough spoke with Supervisor Wagner regarding COVID-19 testing through the Coronavirus Aid, Relief, and Economic Security (CARES) Act funding.

Mr. Cuellar expressed concern for the recent uprisings in the Santa Ana community and is hopeful change will occur. He indicated he is looking forward to serving as the student trustee for the upcoming academic year.

Board members thanked Dr. Hernandez for his service as SCC’s president and wished him well in his new position as president at Irvine Valley College.

Mr. Hanna thanked Ms. Alvarez and Mr. Martinez for participating in the food drive at SAC and expressed an interest in participating in the next SAC food drive. Ms. Alvarez indicated the next SAC food drive will be held on June 24, 2020.

6.10 Board Member Comments (cont.)

Mr. Hanna explained the positive change that the board has made in diversity over the years.

Ms. Alvarez shared a humorous story about the chancellor helping to distribute food at the SAC food distribution event on June 4, 2020, but never being in a photo where he was actually distributing food so it appeared as if he wasn't helping when he really worked hard.

RECESS TO CLOSED SESSION

The board convened into closed session at 8:13 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. Educational Administrator Appointments
 - (1) Interim SCC President
 - (2) Interim Vice President
 - (3) Interim Dean
 - (4) Interim Associate Dean
 - (5) Interim Director
 - (6) Short-term/Interim Project Manager
2. Conference with Labor Negotiator (pursuant to Government Code Section 54957.6)
Agency Negotiator: Marvin Martinez, Chancellor
 - a. Supplemental Retirement Program, all employees represented and unrepresented
3. Public Employee Discipline/Dismissal/Release (pursuant to Government Code Section 54957[b][1])
4. Public Employee Performance Evaluation (Gov. Code section 54957[b][1])
 - a. Chancellor Marvin Martinez, annual review

Mr. Cuellar left the meeting at this time.

RECONVENE

The board reconvened at 10:50 p.m.

Due to technical difficulties, Mr. Labrado did not rejoin the public meeting at this time.

Closed Session Report

Ms. Barrios reported the board discussed public employment, labor negotiations, public employee discipline/dismissal/release, and the chancellor's evaluation; and took no action during closed session.

Public Comment

There were no public comments.

Mr. Labrado joined the meeting at this time.

7.0 HUMAN RESOURCES

7.1 Management/Academic Personnel

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

- Approve 2020-2021 Administrator/Academic Supervisor Step Increases
- Approve 2020-2021 Management/Classified Supervisor/Confidential Step Increases
- Approve Amendment to Educational Administrator Employment Agreement
- Approve Interim Assignments
- Approve Extensions of Interim Assignment
- Approve 2020-2021 CSEA 888 Contract Step Increases
- Approve 2020-2021 FARSCCD 192 Day/12 Month Contract Step Increases
- Approve 2019-2020 FARSCCD Contract Extension Days
- Approve 2020-2021 FARSCCD Contract Extension Days
- Approve Appointments
- Approve Hiring of Temporary 1-Year Full-time Faculty Members
- Approve Final Salary Placements for Temporary Full-time Faculty Member
- Approve State Teachers Retirement System (STRS) Reduced Workload Five Year Agreement
- Approve Banked Leave Withdrawals
- Ratify Resignations/Retirements
- Approve Beyond Contract/Overload Stipends
- Approve Part-time/Hourly New Hires/Rehires

7.2 Classified Personnel

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

- Approve 2020-2021 CSEA Chapter 579 Step Increases
- Approve Miscellaneous Pay Schedule 2020–2021
(Compliance with scheduled minimum wage increase-Senate Bill 3)

7.2 Classified Personnel (cont.)

- Approve New Appointments
- Approve Professional Growth Increments
- Approve Leaves of Absence
- Ratify Resignations/Retirements
- Approve Short Term Assignments
- Approve Additional Hours of Ongoing Assignment
- Approve Substitute Assignments
- Approve Miscellaneous Positions

7.3 Approval of Professional Services Agreement with Keenan and Associates for Employee Benefits Consulting

It was moved by Mr. Hernandez and seconded by Ms. Barrios to approve the professional services agreement with Keenan and Associates for employee benefits consulting, as presented. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, and Mr. Yarbrough.

8.0 ADJOURNMENT

The next regular meeting of the Board of Trustees will be held on July 13, 2020.

There being no further business, Ms. Alvarez declared the meeting adjourned at 10:53 p.m., in commemoration of the landmark ruling today by the Supreme Court of the United States that protects the rights of the lesbian, gay, bisexual, transgender, and queer (LGBTQ) community.

Respectfully submitted,

Marvin Martinez, Chancellor

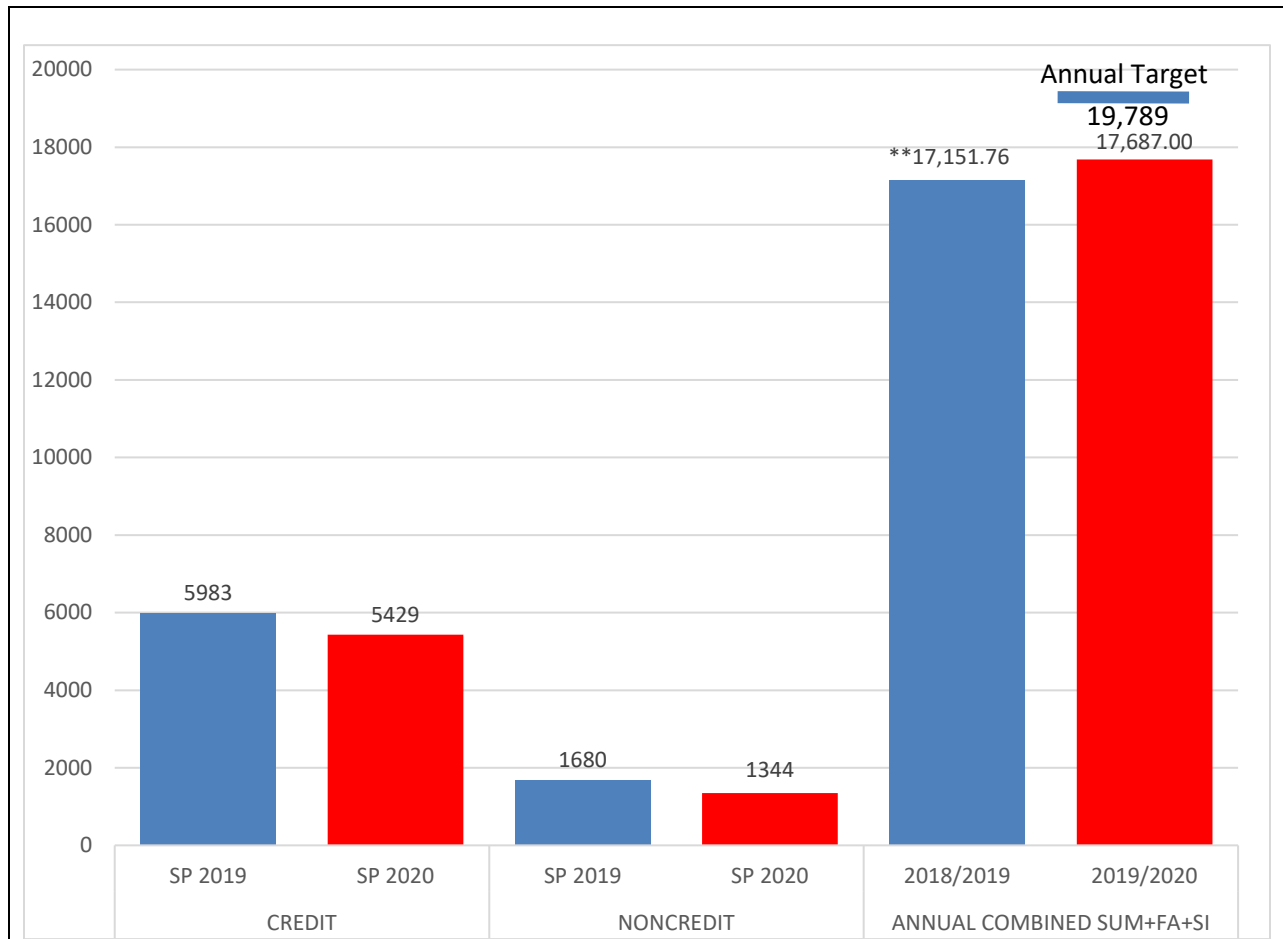
Approved: _____
Clerk of the Board

Minutes approved: July 13, 2020



SAC 2019/2020 Spring Enrollment Report

*Date: 6/10/2020



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	1396.00	-715.00	-51%
Annual Target	19789.00		
Annual Projection	18114.00	-1675.00	-9%

NOTES:

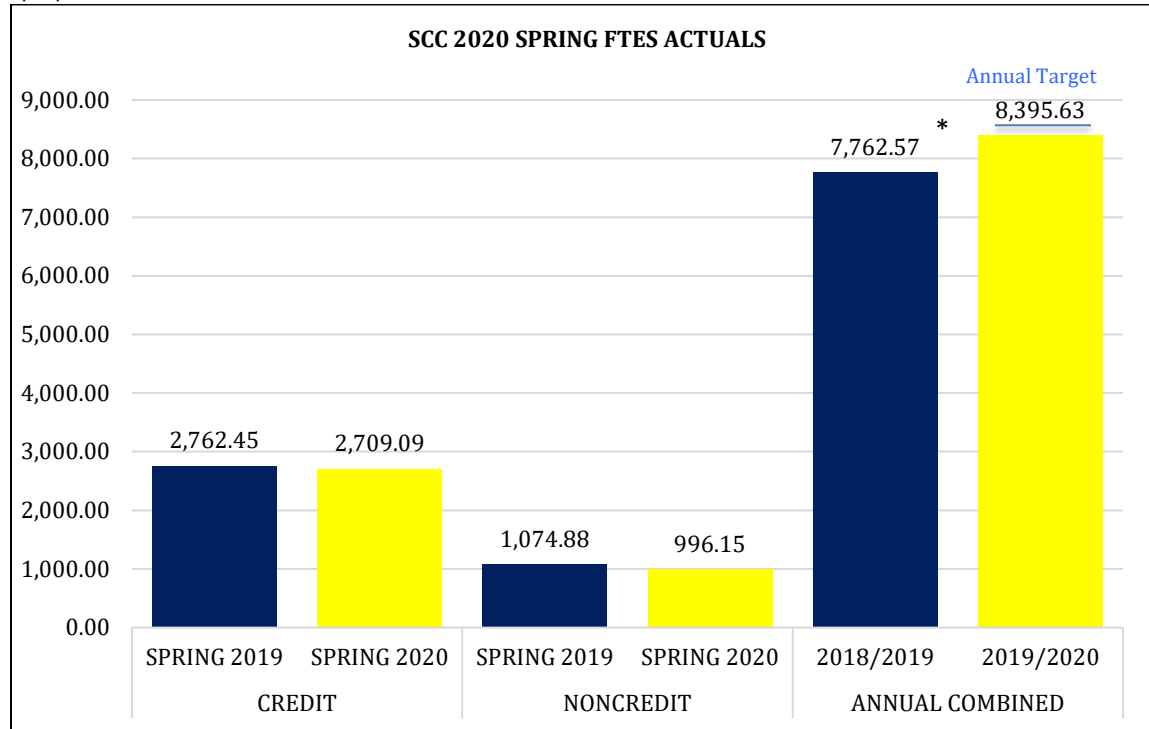
* This report represents a "moment in time" comparison between like terms.

** 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
6/10/2020



FTES TARGETS

TERMS	2019/2020	DIFF	PCT
Credit Spring Target	2766		
Credit Spring Projection	2745	-21.00	-0.8%
NonCredit Spring Target	1155		
NonCredit Spring Projection	1025	-130.00	-11.3%
Annual Target	8389		
Annual Projection	8503	+114.00	+1.4%

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

Dr. Lamb on behalf of Dr. Linda D. Rose: President's Oral Report to the Board
June 15, 2020

OVERVIEW/COVID-19

Santa Ana College main campus and other locations remain closed to all students and non-essential employees. As we plan to remain in Temporary Remote Instruction and virtual student services for Summer 2020 and the Fall 2020 semesters, Santa Ana College (SAC) and the School of Continuing Education (SCE) continue to work toward our Vision for Success and Equity Goals. Here are some of those efforts.

ENROLLMENT

Credit

- As of June 10, 2020 SAC-Credit was at 5429 FTES, which is down from last year at a comparable date when FTES was at 5983. The bulk of this decline is due to the suspension of our public safety academies and positive attendance courses. Fortunately, both of the academies have restarted operations.
- As of June 10, 2020, the RG9040 Census Enrollment Detail Report notes the SAC Student Drops as a result of COVID 19 are as follows:

Type	Number
Duplicated	3581
Un-duplicated	2225
Unduplicated Courses	496
Duplicated (prior to 3/11)	3538

- Academic Deans have been provided this information and will be adding courses to the Summer and Fall schedule, as needed.

Noncredit

- SAC-SCE is in the third week of the summer term and as of June 10, 2020 has earned 121 FTES compared to 132 FTES at a comparable time last year. The Summer target for SAC-SCE is 520, which represents 80% of last year's summer actuals. As of this report, SAC-SCE is tracking at 92% compared to last summer with many registrations still being processed. SAC-SCE has exceeded its goal of new student applications with over 5,000 already processed through the redesigned application and registration process that was developed to support the summer marketing campaign.

GOAL 1 - COMPLETION

Goal 1A: Increase All Students Who Earned an Associate Degree (including ADTs),

Goal 1B: Increase All Students Who Earned a Chancellor's Office Approved Certificate

Goal 1C: Increase All Students Who Attained the Vision Goal Completion Definition

- In order to serve the community, SAC-SCE has put forward the SAC Go initiative to help non-credit students learn and practice English from home during this time of COVID-19. Since the start of the SAC Go

program there have been over 1,400 confirmed student registrations.

GOAL 2- TRANSFER

Goal 2A: Increase All Students Who Earned an Associate Degree for Transfer

Goal 2B: Increase All Students Who Transferred to a CSU or UC Institution

- **The Santa Ana College University Transfer Center Program hosted the very first Virtual Transfer Celebration 2020 event on Friday, June 12, 2020 at 6:00 p.m. celebrating our transfer students.**
- The Santa Ana College Occupational Studies Program celebrated the 13 students, which successfully completed their graduation requirements and capstone projects despite the COVID 19 pandemic. This first virtual celebration was hosted on Friday, June 5, 2020 at 6:00 p.m.

GOAL 3- UNIT ACCUMULATION

Goal 3A: Decrease Average Number of Units Accumulated by All Associate Degree Earners

GOAL 4-WORKFORCE

Goal 4A: Increase Median Annual Earnings of All Students

Goal 4B: Increase All Students Who Attained the Living Wage

Goal 4C: Increase All Students with a Job Closely Related to Their Field of Study

GOAL 5-EQUITY

Goal 5.1A: Increase All Students Who Earned an Associate Degree (including ADTs)

Goal 5.1B: Increase All Students Who Earned a Chancellor's Office Approved Certificate

Goal 5.1C: Increase All Students Who Attained the Vision Goal Completion Definition

Goal 5.2A: Increase All Students Who Earned an Associate Degree for Transfer

Goal 5.2B: Increase All Students Who Transferred to a CSU or UC Institution

Goal 5.3A: Decrease Average Number of Units Accumulated by All Associate Degree Earners

Goal 5.4A: Increase Median Annual Earnings of All Students

Goal 5.4B: Increase All Students Who Attained the Living Wage

Goal 5.4C: Increase All Students with a Job Closely Related to Their Field of Study

- **Don's Corner Drive-Thru Food Distribution**

In partnership with Power of One Foundation, Santa Ana College held the Don's Corner Drive-Thru Food Distribution. Three Hundred and Four (304) students received two full boxes of food, including milk, butter, vegetables, fruit and more. This was a campus-wide effort involving credit and continuing education. Forty-five (45) volunteers consisting of students, faculty, staff and managers generously gave their time and dedication to make this event successful. The next Don's Corner Drive-Thru Food Distribution is scheduled for June 24 2020.

**Santiago Canyon College President's Report to the RSCCD Board of Trustees
June 15, 2020**

Spring Enrollment Report:

In **credit**, as of June 10, 2020 we are at 2709.45 FTES which is -53.36 FTES compared to same time period last year. We have revised our projection for credit: -21 FTES short of our spring target of 2766.

In **noncredit** we posted 996 FTES, which represents 86% of our spring target of 1,155 FTES. The posted FTES is 79 FTES lower than the same time-period last spring. In addition, we are still expecting approximately 45 additional FTES to be posted.

Good News: SCC exceeded its summer 2019 target by 73.20 FTES and exceeded its fall 2019 target by 209.88 FTES, which provides a "cushion" to offset spring 2020 term FTES losses due to COVID19. The revised projection for the year is 8503 FTES and will **exceed our annual target of 8389 by +114 FTES.**

Summer Enrollment:

Today is the 1st day of **credit summer instruction**. We are at 587.90 FTES in comparison to same time last year which was at 547.02 (an increase of +40.88). If the enrollment holds post-census we will exceed our summer credit target of 550 FTES.

In **noncredit** we are beginning the 4th week of a 10 week summer session. We are at 207 FTES and project we will reach our summer enrollment target of 254 FTES.

Fall 2020 Enrollment:

We continue to track fall enrollment and currently are at 1,538.62 FTES. This year as an enrollment strategy both colleges moved up registration dates for continuing students to be competitive with surrounding colleges. This strategy seems to be showing results: in comparison to same time last year, we were at 805.34 FTES an increase of +733.28.

COLLEGE UPDATES

CARES ACT Student Emergency Grants

To date 1665 students have been **disbursed** CARES ACT funds totaling \$749,825.00

Additionally we have received 423 applications which are reviewed individually to ensure Title IV program eligibility requirements. To date, 300 of these applications have been approved and disbursed.

SCC continues to award and disburse CARES Act funds based on the original Federal guidelines to ensure students meet all Title IV eligibility requirements. The Department of Education has not posted details about withdrawing the requirements as originally presented.

Emergency Grants for Undocumented Students

[SCC has set aside state funds from AB19 and AB2 College Promise program to provide emergency grants to undocumented students. College Promise grants require students to be enrolled in a minimum of 12 units. For DREAMER and/or AB540 students enrolled in less than 12 units, the college has earmarked \\$50,000 from other state categorical funds to provide emergency funds. To date, we have awarded 28 DREAMER and/or AB540 students with emergency grants totaling \\$19,600 \(the average award amount is \\$700.00\).](#)

Supervisor Wagner visits SCC:

On June 5, Orange County Supervisor Don Wagner presented SCC with an anniversary proclamation recognizing the College's 20 years of excellence and of making an impact to our local communities. Special thanks to board members Phil Yarbrough and Zeke Hernandez for participating.



Examples of Virtual Year-End Celebrations:

Commencement Congratulatory Video:

Last Thursday, a congratulatory video was emailed to 1,344 SCC students who are eligible to graduate this academic year. To view: <https://www.youtube.com/embed/BDcysYCcstE> A commemorative booklet will be mailed to each graduate by the end of the month.



Honors Program:

On Friday, June 5, thirty-two Honors students were acknowledged and recognized for their outstanding academic achievements with a **Drive Thru Honors Recognition Ceremony** set up by the SCC's Honors Committee. Students drove by faculty, staff, and administrators in their

cars, often with family members in attendance, to celebrate the special moment, and to receive their honor chords and scholastic medals in a safely prepared, socially-distant environment.



College Assistance Migrant Program (CAMP):

On Thursday, June 4, CAMP celebrated a **virtual End of the Year Celebration** honoring the 2019-2020 student cohort and the 2020 student graduates. CAMP has 10 graduating students in the class of 2020. Congratulations to all graduates!

Office of Student Life & Leadership:

The Associated Student Government successfully released their first “**Spring Town Hall Newsletter**” this week. Each spring, the ASGSCC Senate hosts a “Town Hall” event to provide SCC students with an opportunity to communicate directly with college administrators in order to share their concerns and learn more about how SCC programs support their academic and personal success. As a creative solution to not being able to hold the event in person, the ASGSCC engaged the SCC student body to prepare a list of questions, and then contacted SCC administrators for their responses to include in a newsletter. Thank you to everyone who participated in making this project successful.

SSS TRiO:

The TRiO class of 2020 graduates received a special package to help celebrate their accomplishments. Although not an ideal way to end their academic journey at SCC, SSS-TRiO is acknowledging the hard work of our graduates and the exciting new journey that awaits them.



Upward Bound Math & Science (UBMS):

The Upward Bound Math and Science program held their annual **Academic Recognition Ceremony in style, Drive-Thru edition**. UBMS serves 64 families from Orange and El Modena High Schools and 57 families attended the celebration. This year UBMS had 33 graduating seniors, a 100% secondary school retention rate; 31 students have enrolled in post-secondary institutions and two have joined the United States Marine Corps. Fifty-percent of the graduating class has enrolled at Santiago Canyon College and we welcome our new Hawks. We are very proud of their hard work and look forward to their futures.

International Student Program:

On Thursday, June 11, the International Student Program team caravanned throughout Orange County to congratulate five extraordinary SCC graduates. Thirteen international students graduated this spring, and most will be transferring to universities to pursue their bachelor's degree. For those students already out-of-the-country, we congratulated them remotely and mailed their SCC sash, tassel, diploma holder, and other SCC items.

