

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT (RSCCD)
2323 North Broadway
Santa Ana, CA 92706**

**Board of Trustees
(Regular meeting)**

Monday, July 13, 2020

MINUTES

1.0 PROCEDURAL MATTERS

1.1 Call to Order

The Zoom meeting was called to order at 4:30 p.m. by Ms. Claudia Alvarez via video/teleconference. Other members present were Ms. Arianna Barrios, Mr. John Hanna, Mr. Zeke Hernandez, Mr. Phillip Yarbrough, and Mr. Mariano Cuellar via video/teleconference (Zoom) pursuant to Governor Newsom's Executive Order N-29-20. Mr. Larry Labrado was not in attendance due to illness.

Administrators present during the regular meeting via video/teleconference (Zoom) were Ms. Tracie Green, Mr. Peter Hardash, Dr. John Hernandez, Dr. Marilyn Flores, 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. Mariano Cuellar, Student Trustee, 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 revised pages (4-5) on the agenda. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, and Mr. Yarbrough. Student Trustee Cuellar's advisory vote was aye.

1.4 Public Comment

There were no public comments.

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 June 15, 2020. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, and Mr. Yarbrough. Student Trustee Cuellar's advisory vote was aye.

1.6 Approval of Consent Calendar

It was moved by Mr. Yarbrough and seconded by Mr. Hanna 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, and Mr. Yarbrough. Student Trustee Cuellar’s advisory vote was aye.

- 3.1 Approval of Training Agreement Renewal between Rancho Santiago Community College District and Central Net Operations Authority
The board approved the training agreement renewal between RSCCD and Central Net Operations Authority located in Huntington Beach, California, as presented.
- 3.2 Approval of Quick Caption Service Agreement Renewal between Rancho Santiago Community College District and Quick Caption
The board approved the service agreement renewal between RSCCD and Quick Caption located in Riverside, California, as presented.
- 3.3 Approval of Rancho Santiago Community College District Professional Services Agreement with PGINET Consulting
The board approved the new RSCCD professional services agreement with PGINET Consulting located in Fullerton, California, as presented.
- 3.4 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.
- 3.5 Approval of Rancho Santiago Community College District Professional Services Agreement with Twenty Fifth Hour Communications
The board approved the RSCCD professional services agreement with Twenty Fifth Hour Communications located in Paso Robles, California, as presented.
- 3.6 Approval of First Amendment to Affiliation Agreement with AHMC Anaheim Regional Medical Center LP, doing business as AHMC Anaheim Regional Medical Center
The board approved the first amendment to the affiliation agreement with AHMC Anaheim Regional Medical Center LP, doing business as AHMC Anaheim Regional Medical Center located in Anaheim, California, as presented.
- 3.7 Approval of Proposed Revisions for 2020-2021 Santa Ana College (SAC) Catalog Addendum
The board approved the proposed revisions for the 2020-2021 Santa Ana College catalog addendum, as presented.

1.6 Approval of Consent Calendar (cont.)

- 3.8 Approval of Santa Ana College Community Services Program for Fall 2020
The board approved the SAC Community Services Program for Fall 2020 as presented.
- 3.9 Approval of Santiago Canyon College (SCC) Community Services Program for Fall 2020
The board approved the SCC Community Services Program for Fall 2020 as presented.
- 3.10 Approval of Five Year Clinical Affiliation Agreement with New Orange Hills
The board approved the five year clinical affiliation agreement with New Orange Hills for the period of July 14, 2020, through June 30, 2025, as presented.
- 3.11 Approval of Two-Year Memorandum of Understanding (MOU) with Orange County Probation Department to Provide Vocational and Educational Programs for Youth
The board approved a two-year MOU with the Orange County Probation Department to provide vocational and educational programs 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, and Intrafund and Interfund Transfers
The board approved budget increases, decreases and transfers, and intrafund and interfund transfers from June 3, 2020, to June 26, 2020.
- 4.4 Approval of Professional Services Agreement with Cambridge West Partnership, LLC (Student Centered Funding Formula [SCFF] & Budget)
The board approved the professional services agreement with Cambridge West Partnership, LLC for assistance with the SCFF and budget allocation model as presented.
- 4.5 Approval of Professional Services Agreement with Fieldman, Rolapp & Associates, Inc. for Transactional Municipal Advisory Services
The board approved the professional services agreement with Fieldman, Rolapp & Associates, Inc. for transactional municipal advisory services as presented.
- 4.6 Approval of Agreement with BankMobile Technologies, Inc.
The board approved the agreement with BankMobile Technologies, Inc. as presented.

1.6 Approval of Consent Calendar (cont.)

4.7 Approval of Amendment to Agreement with Morrissey Associates, Inc. for Professional Design Services for Americans with Disabilities Act (ADA) Upgrades to District Office

The board approved the amendment to the agreement with Morrissey Associates, Inc. for professional design services for ADA upgrades to the District Office as presented.

4.8 Approval of Three-Year Agreement with Ellucian, Inc. for Professional Services

The board approved the three-year agreement with Ellucian, Inc. for professional services as presented.

4.9 Approval of Agreement with VPLS, Inc. for Professional Services

The board approved the agreement with VPLS, Inc. for professional services as presented.

4.10 Approval of Professional Services Agreement with Cambridge West Partnership, LLC (Purchasing Services)

The board approved the professional services agreement with Cambridge West Partnership, LLC (CWP) to assist the Purchasing Services department as presented.

4.12 Approval of Purchase Orders

The board approved the purchase order listing for the period May 24, 2020, through June 20, 2020.

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 Adult Education Program (SAC & SCC) \$2,841,435
- Saint Joseph Hospital On-Site Associate Degree Nursing Program (SAC) \$ 145,255

5.2 Approval of Sub-Agreement between RSCCD and Coronado Unified School District Selected to Host Strong Workforce Program K12 Pathway Coordinator

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.

1.6 Approval of Consent Calendar (cont.)

5.3 Approval of Correction to Sub-Agreement between RSCCD and Foundation for Grossmont and Cuyamaca Colleges to Award Strong Workforce Program K14 Technical Assistance Provider Grant

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

5.4 Adoption of Resolution N. 20-11 for California Department of Education for California State Preschool Program (Contract #CSPP-0363)

The board adopted the resolution with the California Department of Education and authorized the Chancellor or his designees to sign and enter into a related contractual agreement on behalf of the district.

5.5 Adoption of Resolution N. 20-12 for California Department of Education for General Child Care and Development Program (Contract #CCTR-0164)

The board adopted the resolution with the California Department of Education and authorized the Chancellor or his designees to sign and enter into a related contractual agreement on behalf of the district.

5.6 Approval of Sub-Agreement between RSCCD and El Camino Community College District to Provide Training Funded by California Employment Training Panel (ETP)

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.

5.7 Approval of Amendment to Agreement with Salytics

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

5.8 Approval of Professional Services Agreement with Telos Educational Services

The board approved the services 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.

5.9 Approval of Auxiliary Organizations in Good Standing – Administrative Regulation/Board Policy 3600

The board approved the list of auxiliary organizations in good standing as presented.

1.7 Presentation on Conflict of Interest (Board Policy [BP] 2710) and Gift Ban Policy (BP 3821)

Mr. Ruben Smith, AlvaradoSmith, provided a presentation to the board on the Conflict of Interest (BP 2710) and Gift Ban Policy (BP 3821). Board members received clarification on data related to the presentation from Mr. Smith.

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. Marilyn Flores, Interim President, Santa Ana College
Dr. John Hernandez, President, Santiago Canyon 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.

2.3 Report from Student Trustee

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

2.5 Report from Classified Representative

There was no representation from classified staff.

2.6 Reports from Academic Senate Presidents

The following academic senate representatives provided reports to the board:

Mr. Craig Rutan, 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 a report on the July 9, 2020, 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

Ms. Alvarez provided a report on the July 9, 2020, Ad Hoc Board Committee for Discussion and Timing of Reentry Plans According to the Governor's Guidelines meeting during Item 2.7 (Report from Board President).

Mr. Hanna provided a report on the July 6, 2020, Board Facilities Committee meeting.

In the absence of a board member on this committee, Mr. Martinez provided a report on the July 9, 2020, Orange County Community Colleges Legislative Task Force meeting.

3.0 INSTRUCTION

All items were approved as part of Item 1.6 (Consent Calendar).

4.0 BUSINESS OPERATIONS/FISCAL SERVICES

Items 4.1, 4.2, 4.4 through 4.10, and 4.12 were approved as part of Item 1.6 (Consent Calendar).

4.3 Adoption of Resolution No. 20-13 Authorizing the Issuance of RSCCD General Obligation Refunding Bonds 2020 Series A-1, Adoption of Resolution No. 20-14 Authorizing the Issuance of SFID No. 1 of RSCCD General Obligation Refunding Bonds 2020 Series A-2 and Approval of Investment Banking Agreements; Preliminary Official Statements; Purchase Contracts and Escrow Agreements

It was moved by Mr. Hanna and seconded by Mr. Yarbrough to adopt **Resolution No. 20-13** authorizing the issuance of the RSCCD (Orange County, California) General Obligation Refunding Bonds 2020 Series A-1 (Federally taxable), not to exceed \$95 million and approve the Investment Banking Agreements; Preliminary Official Statements; Purchase Contracts and Escrow Agreements. It is further recommended that the Board authorize the Vice Chancellor Business Operations/Fiscal Services to sign all required documents on behalf of the District as presented. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, and Mr. Yarbrough. Student Trustee Cuellar's advisory vote was aye.

4.3 Adoption of Resolution No. 20-13 Authorizing the Issuance of RSCCD General Obligation Refunding Bonds 2020 Series A-1, Adoption of Resolution No. 20-14 Authorizing the Issuance of SFID No. 1 of RSCCD General Obligation Refunding Bonds 2020 Series A-2 and Approval of Investment Banking Agreements; Preliminary Official Statements; Purchase Contracts and Escrow Agreements (cont.)

It was moved by Mr. Hernandez and seconded by Mr. Hanna to adopt **Resolution No. 20-14** authorizing the issuance of the SAC Improvement District No. 1 of RSCCD (Orange County, California) General Obligation Refunding Bonds 2020 Series A-2 (Federally taxable), not to exceed \$60 million and approve the Investment Banking Agreements; Preliminary Official Statements; Purchase Contracts and Escrow Agreements. It is further recommended that the Board authorize the Vice Chancellor Business Operations/Fiscal Services to sign all required documents on behalf of the District as presented. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, and Mr. Yarbrough. Student Trustee Cuellar’s advisory vote was aye.

4.11 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. Hanna and seconded by Mr. Hernandez to adopt Resolution No. 20-09 to approve contracts for 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, and Mr. Yarbrough. Student Trustee Cuellar’s advisory vote was aye.

5.0 GENERAL

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

5.10 Approval of Return to Work Action Plan

Ms. Alvarez explained that the Ad Hoc Board Committee for Discussion and Timing of Reentry Plans According to the Governor's Guidelines met on July 9, 2020, and a report was provided during Item 2.7 (Report from Board President) on revisions made by committee members to the Return to Work Action Plan that was included in the docket item. The Return to Work Action Plan with these revisions is being considered by the board for approval.

Mr. Hanna explained that Assembly Bill (AB) 1759 (Institutions of higher education: liability for COVID-19 [Coronavirus Disease-2019] related injuries) would provide immunity for any COVID-19 litigation. Discussion ensued whether it would be possible to include support for AB 1759 in the approval of the plan since the board is in support of AB 1759. It was decided that the chancellor is authorized to send a

5.10 Approval of Return to Work Action Plan (cont.)

letter to state legislators in support of AB 1759 under the authority of Resolution No. 20-03 (Resolution declaring an emergency and authorizing necessary actions regarding Novel Coronavirus [COVID-19]).

Mr. Hanna indicated at the July 9, 2020, Ad Hoc Committee meeting he had asked that health centers be available and outdoor classrooms be considered for utilization ~~utilized~~ during reentry.

It was moved by Ms. Barrios and seconded by Mr. Yarbrough to approve the revised Return to Work Action Plan as presented. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, and Mr. Yarbrough. Student Trustee Cuellar's advisory vote was aye.

5.11 Board Member Comments

Board members welcomed Dr. Flores and Mr. Rutan as this was their first board meeting in their official capacities, and conveyed best wishes to Dr. Hernandez as this was his last RSCCD board meeting before his resignation.

Mr. Cuellar reported that Ms. Harley Villanueva, SAC Senator of Mathematics, recently died and asked that the board meeting be closed in her memory.

Mr. Hernandez reported that he participated in the SAC food distribution on July 8, 2020.

Mr. Yarbrough expressed his frustration over protestors recently damaging district property.

Ms. Alvarez thanked everyone for their patience and flexibility as the board conducts its meetings via Zoom during the pandemic. She commended staff for the work they have done in making the district/campuses safe for the return of students and staff. Ms. Alvarez said there have been positive outcomes during the pandemic such as food distribution centers at Santa Ana College and the availability of saving the taxpayers over \$20 million on Item 4.3 (Resolution Nos. 20-13 and 20-14).

RECESS TO CLOSED SESSION

The board convened into closed session at 7:01 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. Volunteers
 - g. Educational Administrator Appointments
 - (1) Interim SCC President

2. Public Employee Discipline/Dismissal/Release (pursuant to Government Code Section 54957[b][1])
3. 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

Mr. Cuellar left the meeting at this time.

RECONVENE

The board reconvened at 8:30 p.m.

Closed Session Report

Ms. Barrios reported the board discussed public employment, public employee discipline/dismissal/release, and labor negotiations; and took action to uphold the recommendation to terminate a classified part time employee during closed session.

Public Comment

There were no public comments.

6.0 HUMAN RESOURCES

6.1 Management/Academic Personnel

It was moved by Mr. Yarbrough and seconded by Ms. Alvarez 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, and Mr. Yarbrough. (NOTE: This item was also considered after Item 6.6.)

- Approve New Job Descriptions
- Approve Appointment of Interim President of Santiago Canyon College
- Approve Interim Assignments
- Approve Administrators on Special Assignment/Pilot Program
- Ratify Resignations/Retirements
- Approve 2020-2021 Faculty Association of RSCCD (FARSCCD) 175 Day/10 Month Contract Step Increases
- Approve 2020-2021 FARSCCD Contract Athletic Coach Stipends
- Approve 2020-2021 FARSCCD Contract Coordinator Stipends
- Approve 2020-2021 FARSCCD Contract Extension Days
- Approve 2019-2020 Contract Extensions
- Approve 2020-2021 California School Employees Association (CSEA) 888 Contract Teacher Stipends
- Approve Changes of Classification/CSEA 888

6.1 Management/Academic Personnel (cont.)

- Approve 2020-2021 Banked Leaves of Absence
- Approve Part-time/Hourly New Hires/Rehires
- Approve Non-paid Instructors of Record

6.2 Classified Personnel

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

- Approve New Appointments
- Approve Professional Growth Increments
- Approve Out of Class Assignments
- Approve Changes in Position/Location
- Approve Changes in Salary Placement
- Approve Leaves of Absence
- Approve Changes in Position
- Ratify Resignations/Retirements
- Approve Short Term Assignments
- Approve Additional Hours for Ongoing Assignments
- Approve Substitute Assignments
- Approve Miscellaneous Positions
- Approve Instructional Associates/Associate Assistants
- Approve Volunteers
- Approve Student Assistant Lists

6.3 Approval of Professional Services Agreement with Solomon Law APC for Investigative Services

It was moved by Mr. Yarbrough and seconded by Ms. Alvarez to approve the professional services agreement with Solomon Law APC for investigative services as presented. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, and Mr. Yarbrough. (NOTE: This item was also considered after Item 6.6.)

6.4 Adoption of Resolution No. 20-15 for Adoption of Public Agency Retirement Services (PARS) Retirement Plan

It was moved by Mr. Yarbrough and seconded by Mr. Hernandez to adopt Resolution No. 20-15. Discussion ensued about the offer of 75% final pay and lowering the years of service needed for health benefits to 14 years as a 2020-2021 supplementary retirement plan offer as detailed in the Supplement Plan Language which was attached to the resolution. Ms. Alvarez asked that the offer detailed in the

6.4 Adoption of Resolution No. 20-15 for Adoption of Public Agency Retirement Services (PARS) Retirement Plan (cont.)

Supplemental Plan Language be revised from 75% of final pay to 80% of final pay as a 2020-2021 supplementary retirement plan offer with the opportunity to withdraw the offer if the numbers did not prove to be of benefit to the district. The motion to approve Resolution No. 20-15 with a revision to the Supplemental Plan Language to 80% of final pay and lowering the years of service needed for health benefits to 14 years as a 2020-2021 supplementary retirement plan offer carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hernandez, and Mr. Yarbrough; and a nay vote from Mr. Hanna.

6.5 Approval of Agreement for Administrative Services with Phase II Systems Corporation dba Public Agency Retirement Services

It was moved by Mr. Hernandez and seconded by Mr. Yarbrough to approve the administrative services agreement and authorization be given to the Vice Chancellor, Business Operations/Fiscal Services or his designee to sign and enter into the agreement on behalf of the district. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hernandez, and Mr. Yarbrough; and a nay vote from Mr. Hanna.

6.6 Authorization for Board Travel/Conferences

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

Although Items 6.1 and 6.3 were previously approved, Ms. Alvarez considered a motion to reconsider Items 6.1 and 6.3 since Mr. Hernandez indicated that he had questions regarding both items. Therefore, it was moved by Mr. Hanna and seconded by Mr. Hernandez to reconsider Items 6.1 and 6.3 at this time. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, and Mr. Yarbrough.

6.1 Management/Academic Personnel

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

- Approve New Job Descriptions
- Approve Appointment of Interim President of Santiago Canyon College
- Approve Interim Assignments
- Approve Administrators on Special Assignment/Pilot Program
- Ratify Resignations/Retirements

6.1 Management/Academic Personnel (cont.)

- Approve 2020-2021 Faculty Association of RSCCD (FARSCCD) 175 Day/10 Month Contract Step Increases
- Approve 2020-2021 FARSCCD Contract Athletic Coach Stipends
- Approve 2020-2021 FARSCCD Contract Coordinator Stipends
- Approve 2020-2021 FARSCCD Contract Extension Days
- Approve 2019-2020 Contract Extensions
- Approve 2020-2021 California School Employees Association (CSEA) 888 Contract Teacher Stipends
- Approve Changes of Classification/CSEA 888
- Approve 2020-2021 Banked Leaves of Absence
- Approve Part-time/Hourly New Hires/Rehires
- Approve Non-paid Instructors of Record

6.3 Approval of Professional Services Agreement with Solomon Law APC for Investigative Services

It was moved by Mr. Yarbrough and seconded by Mr. Hernandez to approve the professional services agreement with Solomon Law APC for investigative services as presented. Discussion ensued. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, and Mr. Yarbrough

7.0 ADJOURNMENT

The next regular meeting of the Board of Trustees will be held on August 10, 2020.

There being no further business, Ms. Alvarez declared the meeting adjourned at 8:49 p.m. in memory of Ms. Harley Villanueva, SAC Senator of Mathematics, who recently died.

Respectfully submitted,

Marvin Martinez, Chancellor

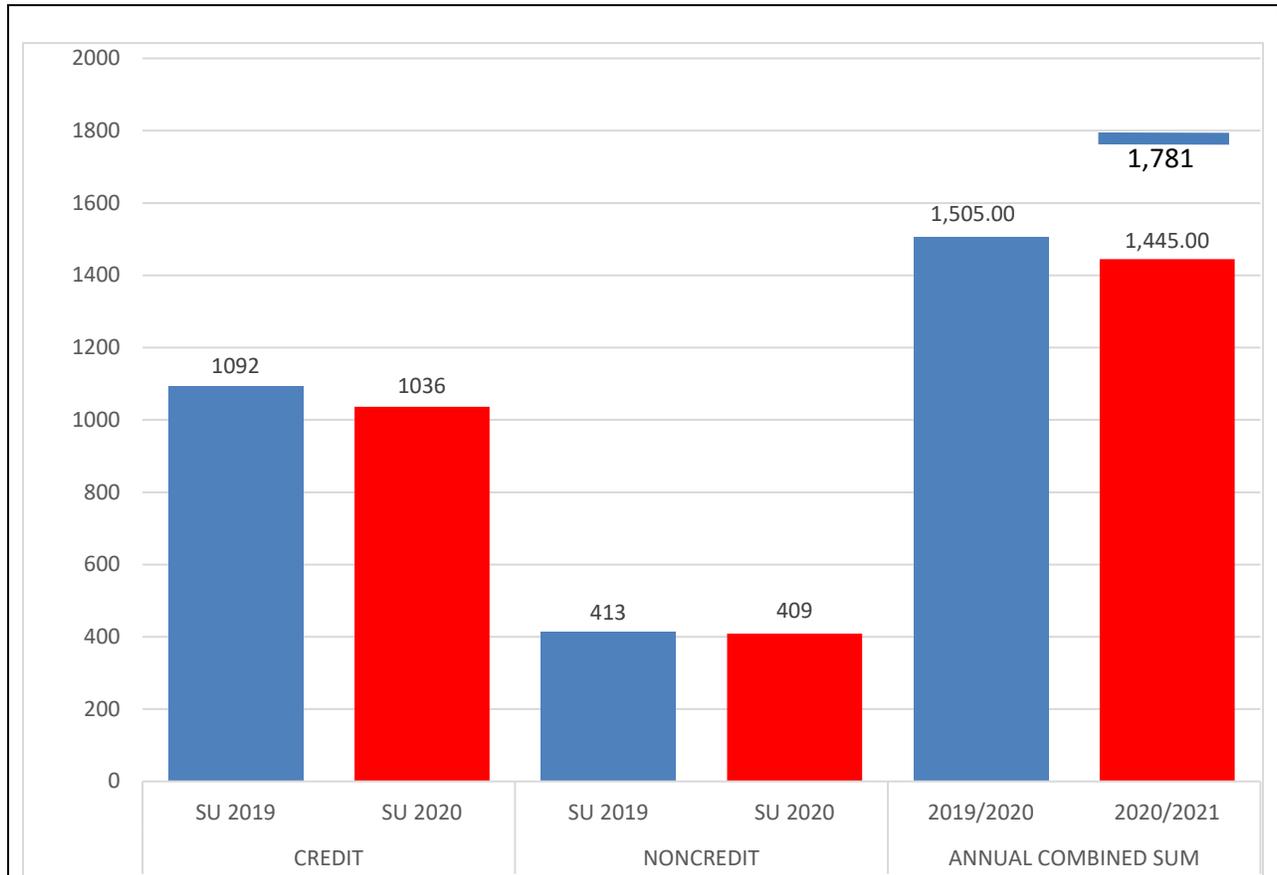
Approved: _____
Clerk of the Board

Minutes approved: August 10, 2020



SAC 2020/2021 Summer Enrollment Report

*Date: 7/8/2020



FTES Target

Terms	2020/2021	DIFF	PCT
Credit SU Target	1261.00		
Credit SU Projection	1261.00	0.00	0%
Noncredit SU Target***	520.00		
Noncredit SU Projection	552.00	32.00	6%
Annual Target	18114.00		
Annual Projection	18114.00	0.00	0%

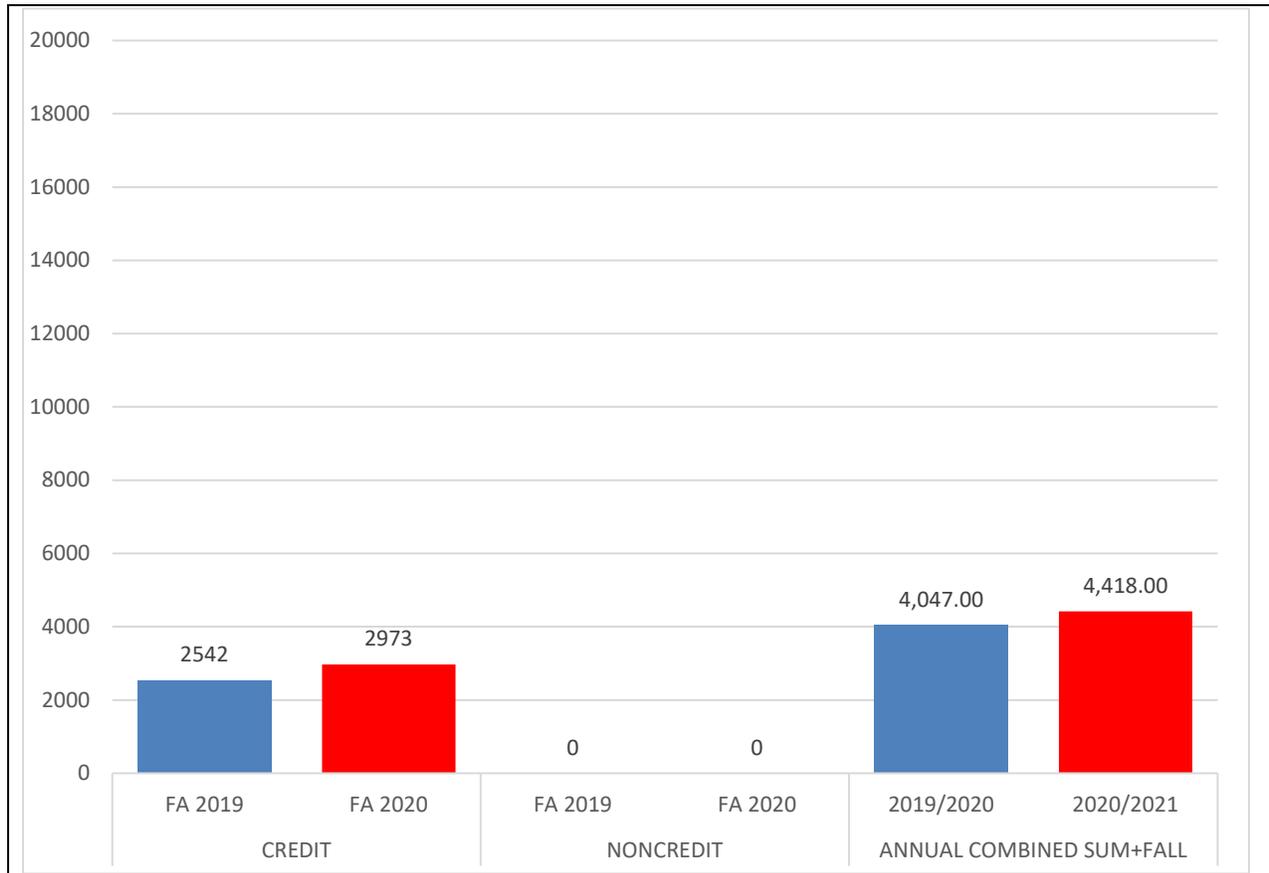
NOTES:

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



SAC 2020/2021 Fall Enrollment Report

Date: 7/8/2020



FTES Target

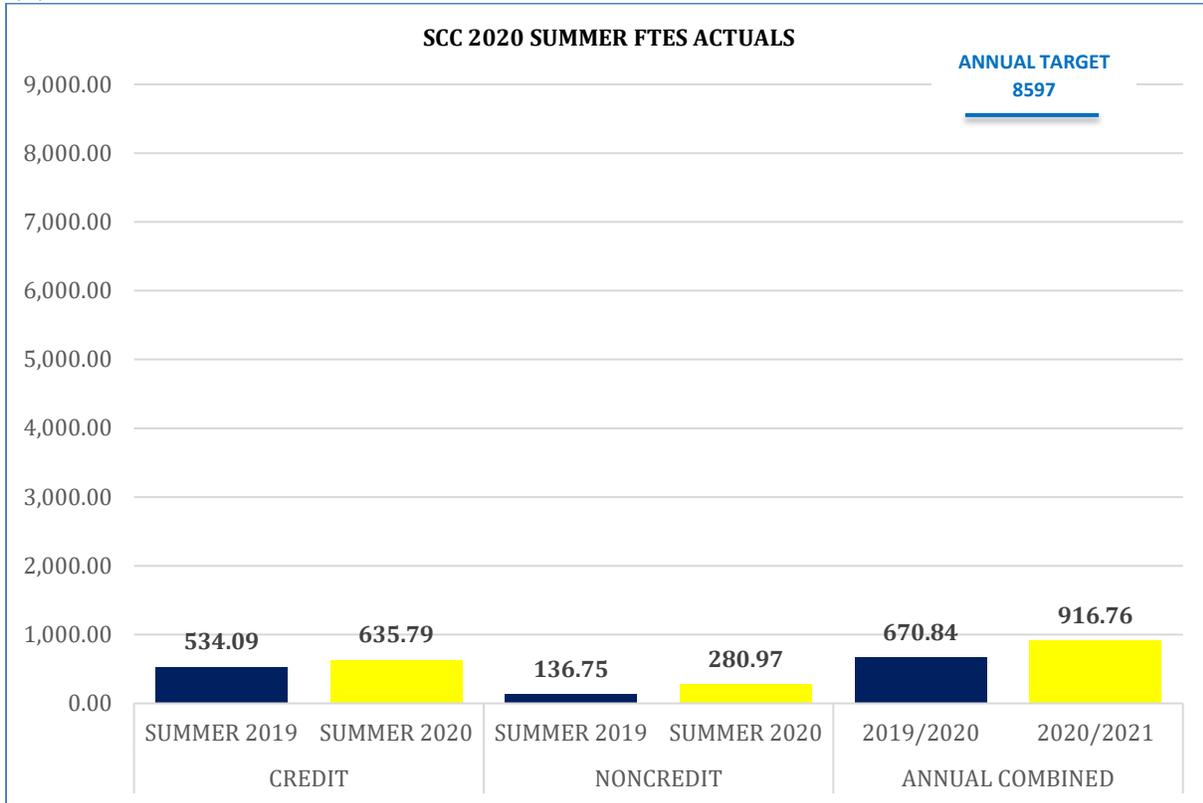
Terms	2020/2021	DIFF	PCT
Credit FA Target	6562.00		
Credit FA Projection	6562.00	0.00	0%
Noncredit FA Target	1293.00		
Noncredit FA Projection	1293.00	0.00	0%
Annual Target	18114.00		
Annual Projection	18114.00	0.00	0%

NOTES:

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



SCC 2020/2021 ENROLLMENT REPORT
7/8/2020



FTES TARGETS

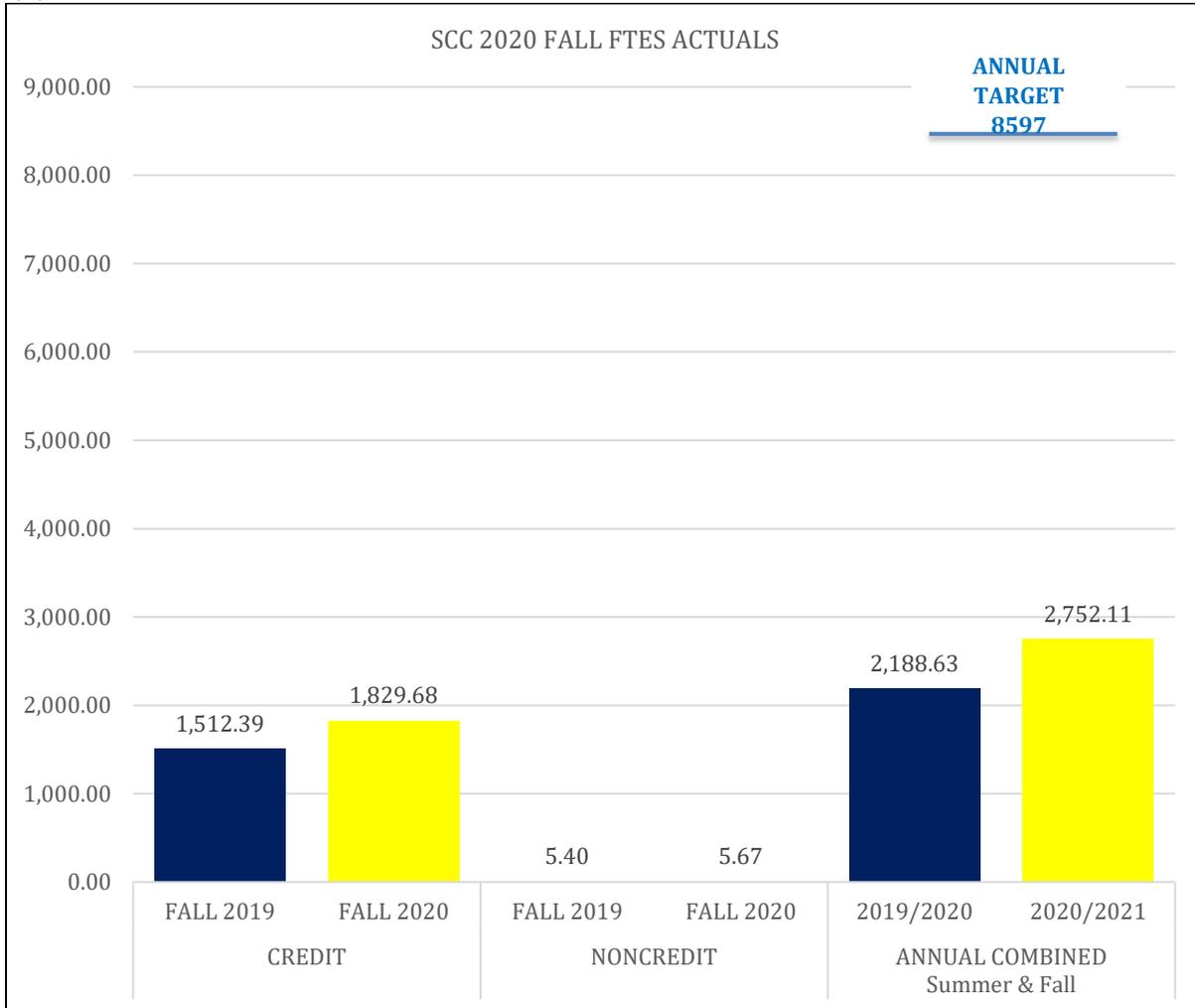
SUMMER TERM	2020/2021	DIFF	PCT
CREDIT TARGET	617		
CREDIT PROJECTION	617	0	0.0%
NONCREDIT TARGET	278		
NONCREDIT PROJECTION	278	0	0.0%
ANNUAL TARGET	8597		
ANNUAL PROJECTION	8597	0	0.0%

NOTES:

Data from Executive Dashboard Report



SCC 2020/2021 ENROLLMENT REPORT
7/8/2020



FTES TARGETS

TERMS	2020/2021	DIFF	PCT
Credit Fall Target	3071		
Credit Fall Projection	3071	0	0%
NonCredit Fall Target	688		
NonCredit Fall Projection	688	0	0%
Annual Target	8597		
Annual Projection	8597	0	0%

NOTES:

Data from Executive Dashboard Report

Dr. Marilyn Flores - President's Oral Report to the Board
July 13, 2020

ENROLLMENT

Credit

- As of July 8, 2020 SAC Credit has earned 1,036 FTES for the summer 2020 term which is a decline of 56 FTES compared to 1,092 FTES that was earned at a comparable time last summer. The summer target for SAC is 1,261. SAC is still projecting that it will meet the target. However, this could be impacted by the amount of positive attendance earned by the academies, which will be reported at the end of the term.

Noncredit

- As of July 8, 2020 SAC-SCE has earned 409 FTES for the summer 2020 term, which is a decline of 4 FTES compared to 413 FTES that was earned at a comparable time last summer. The summer target for SAC-SCE is 520 FTES, which represents 80% of last year's summer actuals. As of this report, SAC-SCE is tracking at 99% compared to last summer. SAC-SCE has exceeded its goal of new student applications for the summer with over 7,000 applications processed through the redesigned application and registration process, which was developed to support the SAC-SCE summer marketing campaign.

Fall Update

- Based on the return to work plan, all offices are evaluating and preparing for staggered schedules for those areas deemed necessary for physical presence at the college. Convocation will be held on Tuesday, August 18th from 8:30am to 11:30am. An invitation will be sent out to the Board of Trustees and the Chancellor. We will be reviewing Chancellor Oakley's Call to Action and developing a follow up plan. In addition, Dr. Kevin Kumashiro will be addressing the topic of Digital Literacy and Equity. Dr. Kumashiro is an internationally recognized expert on educational policy, school reform, teacher preparation, and educational equity and social justice.

Academic Affairs

- The Santa Ana College Athletics program is preparing for the implementation of the Contingency Plan approved by the CCCAA on July 9th that shifts all sports, including football, to the spring season. CCCAA will still meet on July 17th to address any issues related to this decision. They have stated that the return to athletics in January will occur only if it is safe to do so. In the meantime, the athletic coaches will continue to recruit in preparation for the return of athletics.

Administrative Services

- **No report.**

School of Continuing Education

- The United States Citizenship and Immigration Services (USCIS) and Congressman Lou Correa's office will hold a Drive Through Citizenship Ceremony at Santa Ana College on Wednesday, July 29, from 7:20 a.m. to 3:00 p.m. After reviewing the particulars, including social distancing regulations, the event is set to be held in Santa Ana College Parking Lot #7. USCIS Officers will provide the Oath and present the Naturalization Certificates. The goal is to serve 2,400 community members throughout Orange County by the end of July. RSCCD and SAC leaders are welcome to stop by and join in celebrating our new U.S. Citizens! An email invitation will be coming out soon.

Student Services

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

In partnership with the Power of One Foundation, Santa Ana College held the Don's Corner Drive-Thru Food Distribution. Four hundred and eighty four (484) students received fresh produce, milk, vegetables and non-perishable items such as rice, beans and canned goods. We had about 30 volunteers that included faculty, classified staff and administrators. In addition, Trustee Zeke Hernandez joined us and helped load up. The college will continue efforts to address food insecurity on campus. The next Food Distribution Drive-Thru will take place on Wednesday, June 22nd from 9am to noon.

- **CARES – Student Funds**

We have awarded 2,696 credit students with CARES emergency funds, totaling \$1,877,148. The awarded ranges from \$200 to \$1,500 depending on the student's expressed needs. The average award is \$700.

In light of the new eligibility requirements, the application process and marketing efforts were modified in order to assist a much wider group of students. We have received over 200 applications from noncredit students who are now eligible to receive emergency assistance in order to remain enrolled in school. Although SAC was granted \$2.7 million in CARES funds to be distributed by Spring '21, we anticipate awarding \$2 million in CARES emergency funds to approximately 3,000 students by the end of the summer term.

- **International Students**

As you are aware, the Student and Exchange Visitor Program (SEVP) announced modifications to temporary exemptions for nonimmigrant students taking 100% online classes due to the pandemic for the fall 2020 semester. These modifications prohibit our international students from taking solely online courses. The Office of the International Student Program immediately sent a letter of support and assurance of commitment to all students. In addition, a follow up letter from Counseling was sent to students to set up appointments and the ISP website was updated to include the notice of change in policy and the admissions webpage now has a list of in-person and hybrid courses that will be offered in the fall semester. Both colleges are working together to identify high demand courses for our international students to attempt to add late start courses.

**Santiago Canyon College President's Report to the RSCCD Board of Trustees
July 13, 2020**

Summer Enrollment:

Credit: As of July 8th we are at **635.79 FTES** which is a growth of 101.7 FTES over the total achieved for the Summer 2019 session. If this enrollment holds, we will exceed our summer target of 617 FTES.

Noncredit: we are beginning the 8th week of a 10 week summer session. We have already posted **281 FTES**, which is three (3) FTES above our target of 278 FTES and 144 FTES above the same time-period last year. The increase in FTES is primarily due to offering more full Distance Education Classes that require certified instructors. To put it in perspective, last summer we generated 10.2 FTES in full DE classes compared to the 157.8 FTES that we have posted this summer. This represents an increase of 147.8 FTES in full DE classes.

Fall 2020 Enrollment:

Credit: We are continuing to track the fall enrollment. As of July 8th we are at **1,829.68 FTES**. This year as you will recall, both colleges moved up their registration dates for continuing students in order to be competitive with surrounding colleges. We are ahead of where we were at this point last year by 317.29 FTES.

Noncredit: our FTES is slightly above the same time-period last fall but it is too early to have any meaningful significance.

COLLEGE UPDATES

CARES ACT Student Emergency Grants

To date **1685** students have been disbursed CARES ACT funds totaling **\$811,800**. Additionally we have received 463 applications which are reviewed individually to ensure Title IV program eligibility requirements. To date, 340 of these applications have been approved and disbursed.

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 \$21,000 (the average award amount is \$700.00).

The Division of Continuing Education creates an OEC CARES HOTLINE as a campaign to communicate with students regarding available assistance including textbooks, software, communications hardware (iPads, laptops, etc.), WiFi hot-spots, food, transportation or housing. All current OEC students and potential new students are eligible, regardless of legal status. The Hotline Number is 714-628-5922

A Joint-College Athletic Reentry Plan was presented to Chancellor's Cabinet as an initial proposal to explore a return to Intercollegiate Athletic Classes and competition for both Santa Ana and Santiago Canyon Colleges. The plan was informed by several external sources including:

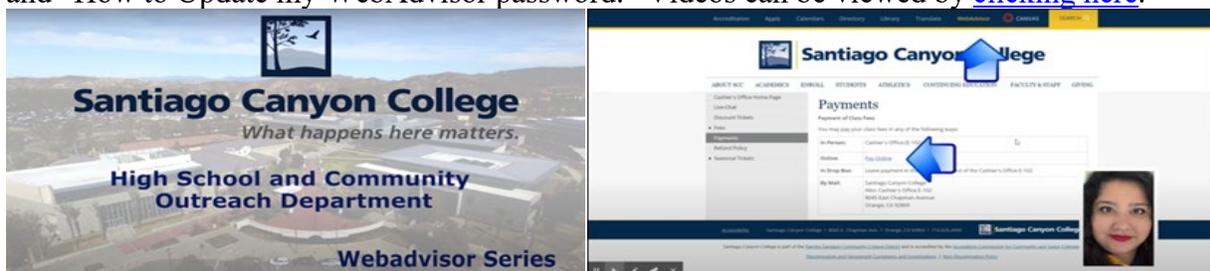
- The California Community College Athletic Association (CCCAA) plan for return to sports with proposed sports practice seasons, seasons of sport, and abbreviated championships.
- The California Community College Athletic Trainer's Association (CCCATA) general plan which demonstrates the plan for Athletic Trainers to oversee a socially-distanced and monitored return to athletics in the fall.

We anticipate guidance from the CCCAA meeting on July 17, 2020 to determine the direction for some form of athletic competition between the respective colleges, offer abbreviated championships, or perhaps delay this and move the seasons to the spring.

The FIRST YEAR SUPPORT CENTER hosted two virtual presentation: Processing the DACA decision in response to the SCOTUS decision on Deferred Action for Childhood Arrivals (DACA) program. The space was created to ensure students had an opportunity to decompress and build community with each other. Students also had the opportunity to engage in conversation on what the future will look like for new, renewal, and current DACA recipients. Thirty-four undocumented, DACAmented and allies participated in both session to share solidarity and community.



HIGH SCHOOL & COMMUNITY OUTREACH staff have created step-by-step YouTube videos to help students navigate the multiple systems that we use. Our current video library includes: “How to apply to SCC”, “Pay on my Account”, “How to Navigate your Financial Aid” and “How to Update my WebAdvisor password.” Videos can be viewed by [clicking here](#).



On June 24 the **OFFICE OF COLLEGE ADVANCEMENT / FOUNDATION** co-sponsored a one-hour financial webinar entitled “*Tax Smarts for the Charitably Inclined*” with SCC alumnus and AdvicePeriod financial advisor Jesse Porter. The session was targeted to community members who were looking for ways to combine tax savings and charitable giving. During the session, Development Coordinator Karen Bustamante discussed various ways to donate to

Santiago Canyon College through the SCC Foundation. College Advancement is planning future sessions to be held at different times of the day and customized to different age groups, including students. The goal of these sessions is to expand the number of new donors interested in leaving a legacy gift to the college.

UPWARD BOUND MATH & SCIENCE (UBMS) successfully completed the first two weeks of its summer program. UBMS students had an opportunity to participate in a variety of workshops, including College Writing, Community Service and Social Media Development. During this time, students were able to share their ideas and learn new concepts to best prepare them for this year's summer project and the enrolled summer Biotech 109 Lecture and Lab course. Every day of the summer program, participants attended 100% of the workshops in addition to their classes.



Participants in Professor Victor Pham's Biotech Class attending lecture.

Today's docket includes approval for the **Community Services Fall 2020 Program**. SCC will be offering a robust schedule of classes and workshops offered through online instruction only in one of two modalities:

- 1- **Online Live:** classes scheduled at specific times, with instructors providing lessons live. Students log on and participate at the scheduled class hours only.
- 2- **Self-Paced:** designed for students to complete at a time that is most convenient for them. Lessons are pre-recorded and students communicate with instructors via email).

Currently, Travel Tours or Day Excursions have been postponed. However, we did include Tours in our Docket for approval with the understanding that they will only operate once restrictions have been lifted and if deemed safe. We plan to distribute over 120,000 copies of our Fall 2020 Brochure to our community.