

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT (RSCCD)
Board of Trustees (Regular meeting)
via Zoom
2323 North Broadway,
Santa Ana, CA 92706

Monday, September 27, 2021

MINUTES

1.0 PROCEDURAL MATTERS

1.1 Call to Order

The Zoom meeting was called to order at 4:35 p.m. by Mr. Phillip Yarbrough via video/teleconference. Other members present were, Mr. David Crockett, Mr. John Hanna, Mr. Zeke Hernandez, Mr. Larry Labrado, and Ms. Elisabeth Neely participated via video/teleconference (Zoom) pursuant to Governor Newsom's Executive Order N-29-20. Dr. Tina Arias Miller and Mr. Sal Tinajero arrived at the time noted.

Administrators present during the regular meeting via video/teleconference (Zoom) were Mr. Cheng Yu Hou, Ms. Iris Ingram, Dr. Marilyn Flores, Mr. Marvin Martinez, Mr. Enrique Perez, and Dr. Pamela Ralston. 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. Yarbrough, President, RSCCD Board of Trustees.

1.3 Approval of Additions or Corrections to Agenda

It was moved by Mr. Hernandez and seconded by Mr. Labrado to approve a revised page (2) to the September 13, 2021, RSCCD minutes and a revised page (2) to Item 6.3 (Agreement with Shaw HR Consulting, Incorporated). The motion carried with the following vote: Aye – Mr. Crockett, Mr. Hanna, Mr. Hernandez, Mr. Labrado, and Mr. Yarbrough. Student Trustee Neely's advisory vote was aye.

Mr. Tinajero arrived at this time.

1.4 Public Comment

Mr. John Didion spoke in opposition to the changes proposed in Item 5.5 (Board Policy 7132 Management Medical/Dental Insurance Benefits).

1.5 Approval of Minutes

It was moved by Mr. Tinajero and seconded by Ms. Neely to approve the revised minutes of the regular meeting held September 13, 2021. The motion carried with the following vote: Aye – Mr. Crockett, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Mr. Tinajero, and Mr. Yarbrough. Student Trustee Neely's advisory vote was aye.

Dr. Arias Miller arrived at this time.

1.6 Approval of Consent Calendar

It was moved by Mr. Hernandez and seconded by Mr. Tinajero 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 4.5 (Agreement with ARDA Demographics for Redistricting Services) removed from the Consent Calendar by Mr. Hernandez and Item 5.4 (Agreement with J Anguiano) removed from the Consent Calendar by Mr. Crockett and Mr. Hernandez. The motion carried with the following vote: Aye – Dr. Arias Miller, Mr. Crockett, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Mr. Tinajero, and Mr. Yarbrough. Student Trustee Neely's advisory vote was aye.

3.1 Approval of Educational Affiliation Agreement between RSCCD on behalf of Santa Ana College (SAC) and MDRS Spine & Sport, Inc.

The board approved the educational affiliation agreement between RSCCD on behalf of SAC and MDRS Spine & Sport, Inc. located in San Diego, California, as presented.

3.2 Approval of Affiliation Agreement between RSCCD on behalf of Santa Ana College and Orange County Global Medical Center, Inc.

The board approved the affiliation agreement between RSCCD on behalf of SAC and Orange County Global Medical, Inc. located in Santa Ana, California, as presented.

3.3 Approval of License Agreement between RSCCD on behalf of Santa Ana College and CLO Virtual Fashion, LLC

The board approved the license agreement between RSCCD on behalf of SAC and CLO Virtual Fashion, LLC, located in New York, New York, as presented.

3.4 Approval of Rancho Santiago Community College District Professional Services Agreement between RSCCD on behalf of Santa Ana College with Michelle Parolise

The board approved the RSCCD professional services agreement between RSCCD on behalf of SAC with Michelle Parolise located in Huntington Beach, California, as presented.

1.6 Approval of Consent Calendar (cont.)

3.5 Approval of COVID-19 Addendum to Agreements between RSCCD on behalf of Santa Ana College and Theragen, LLC

The board approved the COVID-19 addendum to agreements between RSCCD on behalf of SAC and Theragen, LLC located in Santa Ana, California, as presented.

3.6 Approval of Purchase of Annual Campus/Full Site Licenses for GMetrix Practice and Certification Exams for MOS (Microsoft Office Specialist), Adobe Pro, Intuit (QuickBooks) and MTA Practice Test Site Licenses from Certiport, a Subsidiary of NCS Pearson, Inc. for RSCCD on behalf of Santa Ana College

The board approved the purchase of the annual campus license for GMetrix Practice and certification exams for MOS, Adobe Pro Certified Associate and Intuit (QuickBooks) certified user, and MTA from Certiport, a subsidiary of NCS Pearson, Inc., for RSCCD on behalf of SAC, as presented.

3.7 Approval of Purchase of Explorer 2.0 Trailer by Beaverfit for RSCCD on behalf of Santa Ana College

The board approved the purchase of Explorer 2.0 Trailer by Beaverfit, located in Reno, Nevada, for RSCCD on behalf of SAC, as presented.

3.8 Approval of Proposed Revisions for 2022–2023 Santa Ana College Catalog and/or 2021-2022 Catalog Addendum

The board approved the proposed revisions for the 2022–2023 SAC catalog and/or 2021-2022 catalog addendum, as presented.

3.9 Ratification of Agreement Addendum 2 between RSCCD on behalf of Santa Ana College and Point and Click Solutions, Inc. for SAC Student Health and Wellness Center

The board approved the agreement addendum 2 between RSCCD on behalf of SAC and Point and Click Solutions, Inc. for the SAC Student Health and Wellness Center, as presented.

3.10 Ratification of Agreement Addendum 1 between Point and Click Solutions, Inc. and Rancho Santiago Community College District for Santiago Community College (SCC)

The board approved the agreement addendum 1 between Point and Click Solutions, Inc. and RSCCD for SCC, as presented.

3.11 Approval of Five-Year Clinical Affiliation Agreement Renewal between RSCCD on behalf of Santiago Canyon College and California State University Fullerton (CSUF)

The board approved the five-year clinical affiliation agreement renewal between RSCCD on behalf of SCC and California State University Fullerton.

1.6 Approval of Consent Calendar (cont.)

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 the budget increases, decreases and transfers for September 14, 2021.

4.3 Approval of the 2020-2021 CCFS-311 Annual Budget and Financial Report, Including the Gann Appropriations Limit

The board approved the 2020-2021 CCFS-311 annual budget and financial report as presented pending any audit adjustments and establishing the District's 2021-2022 Gann appropriations limit in the amount of \$265,553,208.

4.4 Approval of Agreement with SVA Architects, Inc. for Architectural and Engineering Services for Temporary Village Phase 5A Projects at Santa Ana College

The board approved the agreement with SVA Architects, Inc. for architectural and engineering services for the Temporary Village Phase 5A projects at SAC as presented.

4.6 Approval of Purchase Orders

The board approved the purchase order listing for the period July 18, 2021, through September 4, 2021.

5.1 Approval of Resource Development Items

The board approved budgets, accepted grants, and authorized the Vice Chancellor of Business Services or her designee to enter into related contractual agreements on behalf of the district for the following:

Los Angeles/Orange County Regional Consortium – (District Office)	\$ 100,000
- Student Support Services Regular Program – Year 1 (SAC)	\$ 348,002
- Student Support Services Regular Program – Year 2 (SCC)	\$ 261,888
- Student Support Services Veterans Program – Year 2 (SAC)	\$ 261,888
- Student Support Services Veterans Program – Year 2 (SCC)	\$ 261,888
- Upward Bound – Year 5 (SAC)	\$ 314,096
- Upward Bound Math & Science Program – Year 5 (SCC)	\$ 297,601
- Workforce Innovation and Opportunity Act, Title II - – Adult Education and Family Literacy Act (SAC & SCC)	\$2,741,947

1.6 Approval of Consent Calendar (cont.)

5.2 Approval of Second Amendment Lease between RSCCD and St. Peter Evangelical Lutheran Church

The board approved the lease with St. Peter Evangelical Lutheran Church and authorized the Vice Chancellor, Business Services or her designee to sign and enter into a related agreement on behalf of the district.

5.3 Approval of Five-Year Agreement with Ellucian Inc. for Cloud Application Hosting Services

The board approved the five-year agreement with Ellucian Inc. for cloud application hosting services as presented.

1.7 Presentation on Workforce Development

Mr. Perez and Dr. Adriene (Alex) Davis, Assistant Vice Chancellor, Economic and Workforce Development, RSCCD, provided a presentation to the board on workforce development. Board members received clarification on data related to the presentation from Dr. Davis; Dr. Flores; Mr. Perez; Ms. Kimberly Mathews, Director Special Programs, Career Education & Workforce Development, Santa Ana College; and Ms. Elizabeth Arteaga, Dean, Business & Career Education, Santiago Canyon College.

1.8 Presentation on Conflict of Interest/Brown Act Training

Mr. Ruben A. Smith, AlvaradoSmith, provided a presentation to the board on Conflict of Interest/Brown Act training. 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. Pamela Ralston, President, Santiago Canyon College

2.3 Report from Student Trustee

Ms. Neely provided a report to the board.

2.4 Reports from Student Presidents

Ms. Elisabeth Neely, Student President, Santiago Canyon College, provided a report to the board.

There was no representation from Santa Ana College.

2.5 Reports from Academic Senate Presidents

The following academic senate representatives provided reports to the board:

Mr. Jim Isbell, Academic Senate President, Santa Ana College

Mr. Craig Rutan, Academic Senate President, Santiago Canyon College

2.6 Reports from Board Committee Chairpersons and Representatives of the Board

Dr. Arias Miller provided a report on the September 16, 2021, Board Institutional Effectiveness Committee meeting.

Mr. John Hanna provided a report on the September 22, 2021, Ad Hoc Board Committee for Redistricting meeting.

3.0 INSTRUCTION

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

4.0 BUSINESS SERVICES

Items 4.1, 4.2, 4.3, 4.4, and 4.6 were approved as part of Item 1.6 (Consent Calendar).

4.5 Ratification of Professional Service Agreement with ARDA Demographics for Redistricting Services

It was moved by Mr. Labrado and seconded by Dr. Arias Miller to ratify the professional services agreement with ARDA Demographics for districting services as presented. Discussion ensued. The motion carried with the following vote: Aye – Dr. Arias Miller, Mr. Crockett, Mr. Hanna, Mr. Labrado, and Mr. Yarbrough; and a nay vote from Mr. Hernandez and a vote of abstention from Mr. Tinajero. Student Trustee Neely's advisory vote was aye.

5.0 GENERAL

Items 5.1, 5.2, and 5.3 were approved as part of Item 1.6 (Consent Calendar).

5.4 Approval of Professional Services Agreement with J Anguiano

Even though Mr. Tinajero indicated he did not have a conflict of interest for this item, he recused himself from the discussion and vote on this item as a matter of caution.

Mr. Tinajero left the meeting at this time.

It was moved by Mr. Hernandez and seconded by Mr. Hanna to approve the professional services agreement and authorize the Vice Chancellor, Business Services or her designee to sign and enter into a related agreement on behalf of the district. Discussion ensued. The motion carried with the following vote: Aye – Dr. Arias Miller, Mr. Crockett, Mr. Hanna, Mr. Hernandez, Mr. Labrado, and Mr. Yarbrough. Student Trustee Neely’s advisory vote was aye.

Mr. Tinajero returned to the meeting at this time.

5.5 First Reading of Board Policy

The following policy was presented for a first reading as an information item:

- Board Policy (BP) 7132 Management Medical/Dental Insurance Benefits

5.6 Adoption of Board of Trustees Annual Self-Evaluation Instrument, List of Designated Recipients and Self-Evaluation Timeline

It was moved by Mr. Hernandez and seconded by Ms. Neely to adopt the self-evaluation survey instrument, the list of designated individuals who will receive the survey, and the self-evaluation timeline as presented. Discussion ensued. The motion carried with the following vote: Aye – Dr. Arias Miller, Mr. Crockett, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Mr. Tinajero, and Mr. Yarbrough. Student Trustee Neely’s advisory vote was aye.

5.7 Board Member Comments

Mr. Crockett thanked the Academic Senate presidents for welcoming him at the Academic Senate meetings he recently attended.

Mr. Crockett reported he attended the SAC Orange County Sheriff’s Regional Training Academy Class # 245 graduation ceremony on September 16, 2021.

Mr. Crockett reported that he recently drove to Oregon and expressed concern for the damage done by the fires.

Mr. Hanna expressed appreciation for the Workforce Development presentation and stated that staff at a Huntington Beach water company have expressed an interest in speaking to students enrolled in the SCC water utility science program.

5.7 Board Member Comments (cont.)

Mr. Hanna reported that his daughter who plays on the SCC women's soccer team recently broke her ankle.

Mr. Hernandez reported he recently attended SAC and SCC men and women's soccer games; a SAC football game; a "Symphony on the go" at SAC hosted by the Artesia Pilar Neighborhood Association on September 18, 2021; and a watch party and dialogue for the movie Roma on September 15, 2021, and Ballet Folklorico on September 27, 2021, as part of SCC's Hispanic Heritage Month events.

Mr. Hernandez thanked SAC staff for a recent tour of the campus which included participation by Vince Sarmiento, Mayor, City of Santa Ana. He indicated he spoke with Mr. Sarmiento about the possibility of having an RSCCD representative placed on the City of Santa Ana Education Committee.

Mr. Tinajero thanked board members for approving Item 5.4 (Agreement with J Anguiano) for RSCCD to assess the feasibility of a speech and debate program at each college. He reported on the recent success of some of his past students in the Western Kentucky University tournament. In addition, he asked if RSCCD would consider having SAC host the 2023 American Forensics Association National College Tournament.

Mr. Yarbrough encouraged board members to complete the sexual harassment training provided by the district. Mr. Tinajero asked if the sexual harassment training he completed at his current district could be transferred to RSCCD and be considered as fulfillment of the required training.

As a member of the Orange Countywide Oversight Board, Mr. Yarbrough reported the oversight board recently met to review various redevelopment projects in the County.

RECESS TO CLOSED SESSION

The board convened into closed session at 7:18 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. Professional Experts
2. Conference with Legal Counsel: Anticipated/Potential Litigation (pursuant to Government Code Section 54956.9[b]-[c]) (1 case)

3. Conference with Labor Negotiator (pursuant to Government Code Section 54957.6)
Agency Negotiator: Cheng Yu Hou, 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/Confidential Employees

4. Liability Claim (pursuant to Government Code Section 54956.95)
Rejection of Claim – File #2108261

RECONVENE

The board reconvened at 7:47 p.m.

Public Comment

There were no public comments.

Closed Session Report

Mr. Crockett reported the board discussed public employment, anticipated/potential litigation, labor negotiations and a liability claim, and the board took no action during closed session.

6.0 HUMAN RESOURCES

6.1 Management/Academic Personnel

It was moved by Ms. Neely and seconded by Dr. Arias Miller to approve the following action on the management/academic personnel docket. The motion carried with the following vote: Aye – Dr. Arias Miller, Mr. Crockett, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Mr. Tinajero and Mr. Yarbrough. Student Trustee Neely's advisory vote was aye.

- Approve Employment Agreements
- Approve Extensions of Interim Assignments
- Approve Contract LHE Workload Adjustments
- Approve Changes of Location/Site
- Approve Banked Leaves of Absence
- Approve Part-time Hourly New Hires/Rehires
- Approve Adjusted Effective Dates
- Ratify Step Increases
- Approve Non-paid Intern Services

6.2 Classified Personnel

It was moved by Ms. Neely and seconded by Dr. Arias Miller to approve the following action on the classified personnel docket. The motion carried with the following vote: Aye – Dr. Arias Miller, Mr. Crockett, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Mr. Tinajero and Mr. Yarbrough. Student Trustee Neely’s advisory vote was aye.

- Approve Longevity Increments
- Approve Professional Growth Increments
- Approve Out of Class Assignments
- Approve Changes in Position
- Approve Leaves of Absence
- Approve New Appointments
- Ratify Resignations/Retirements
- Approve Short Term Assignments
- Approve Temporary Assignments
- Approve Additional Hours for Ongoing Assignments
- Approve Substitute Assignments
- Approve Miscellaneous Positions
- Approve Instructional Associates/Associate Assistants
- Approve Community Service Presenters and Stipends
- Approve Volunteers
- Approve Student Assistant Lists

6.3 Approval of Professional Service Agreement with Shaw HR Consulting, Incorporated

It was moved by Ms. Neely and seconded by Dr. Arias Miller to approve the professional service agreement with Shaw HR Consulting, Incorporated. The motion carried with the following vote: Aye – Dr. Arias Miller, Mr. Crockett, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Mr. Tinajero and Mr. Yarbrough. Student Trustee Neely’s advisory vote was aye.

6.4 Approval of Fringe Benefit Providers for Calendar Year 2022

It was moved by Ms. Neely and seconded by Dr. Arias Miller to approve the insurance programs recommended by the Joint Benefits Committee and authorize the Chancellor or his designee to enter into the appropriate agreements with the list of companies submitted from January 1, 2022 – December 31, 2022. The motion carried with the following vote: Aye – Dr. Arias Miller, Mr. Crockett, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Mr. Tinajero and Mr. Yarbrough. Student Trustee Neely’s advisory vote was aye.

6.5 Rejection of Claim

It was moved by Ms. Neely and seconded by Dr. Arias Miller to authorize the Chancellor or his designee to reject claim # 2108261. The motion carried with the following vote: Aye – Dr. Arias Miller, Mr. Crockett, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Mr. Tinajero and Mr. Yarbrough. Student Trustee Neely’s advisory vote was aye.

7.0 ADJOURNMENT

The next regular meeting of the Board of Trustees will be held on October 11, 2021.

There being no further business, Mr. Yarbrough declared the meeting adjourned at 7:49 p.m.

Respectfully submitted,

Marvin Martinez, Chancellor

Approved: _____
Clerk of the Board

Minutes approved: October 11, 2021