

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**  
**2323 North Broadway, #107**  
**Santa Ana, CA 92706**

**Board of Trustees (Regular meeting)**

**Monday, October 25, 2010**

**MINUTES**

**1.0 PROCEDURAL MATTERS**

1.1 Call to Order

The meeting was called to order at 4:30 p.m. by Mr. Larry Labrado. Other members present were Dr. David Chapel, Mr. Brian Conley, Mr. John Hanna, Mr. Mark McLoughlin, and Mr. Nathan Selvidge. Ms. Lisa Woolery and Mr. Phillip Yarbrough arrived at the time noted.

Administrators present during the regular meeting were Dr. Erlinda Martinez, Dr. Raúl Rodriguez, and Mr. Juan Vázquez. Ms. Anita Lucarelli was present as record keeper.

1.2 Pledge of Allegiance to the United States Flag

The Pledge of Allegiance was led by Mr. John Zarske, Santa Ana College (SAC) Academic Senate President.

1.3 Public Comment

There were no public comments.

1.4 Approval of Minutes

It was moved by Mr. Conley, seconded by Mr. McLoughlin, and carried unanimously to approve the minutes of the regular meeting held October 11, 2010.

1.5 Approval of Consent Calendar

It was moved by Mr. Conley, seconded by Mr. Selvidge, and carried unanimously to approve the recommended action on the following items on the Consent Calendar (as indicated by an asterisk on the agenda), with the exception of Item 4.13 (Approval of Bid #1167 for Purchase of VRTEX 360 [or equal] Virtual Reality Welding Training Units) removed by Mr. Labrado; and Item 5.1 (Approval of Resource Development Items) removed by Mr. McLoughlin:

4.1 Approval of Payment of Bills

The administration recommends payment of bills as submitted.

1.5 Approval of Consent Calendar – (cont.)

- 4.2 Approval of Structural Engineering Services – U Building at Santa Ana College  
The board approved an agreement with Rodriguez Engineering to perform structural engineering services for the U building at SAC as presented.
- 4.3 Approval of Change Order #7 for Bid #1097 for General Construction for Child Development Center at Santa Ana College  
The board approved change order #7 for ISEC, Inc., for Bid #1097 for general construction for the Child Development Center at SAC as presented.
- 4.4 Approval of Change Order #6 for Bid #1104 for Drywall and Plastering for Child Development Center at Santa Ana College  
The board approved change order #6 for Insul Drywall and Plastering, Inc., for Bid #1104 for drywall and plastering for the Child Development Center at SAC as presented.
- 4.5 Approval of Change Order #4 for Bid #1122 for Glass and Glazing at Child Development Center at Santa Ana College  
The board approved change order #4 for E & R Glass Contractors, Inc., for Bid #1122 for glass and glazing at the Child Development Center at SAC as presented.
- 4.6 Approval of Change Order #3 for Bid #1124 for HVAC for Child Development Center at Santa Ana College  
The board approved change order #3 for APEX Construction, Inc., for Bid #1124 for HVAC for the Child Development Center at SAC as presented.
- 4.7 Approval of Change Order #6 for Bid #1129 for Electrical for Child Development Center at Santa Ana College  
The board approved change order #6 for EMAE International, Inc., for Bid #1129 for electrical at the Child Development Center at SAC as presented.
- 4.8 Approval of Structural Engineering Services at Orange Education Center (OEC)  
The board approved an agreement with Rodriguez Engineering to perform structural engineering services at OEC as presented.
- 4.9 Approval of Change Order #3 for Bid #1060 for Casework and Fixtures for Science Building (Bond Portion) at Santiago Canyon College (SCC)  
The board approved change order #3 for Dow Diversified, Inc., for Bid #1060 for casework and fixtures in the SCC science building as presented.

1.5 Approval of Consent Calendar – (cont.)

4.10 Approval of Change Order #2 for Bid #1062 for Fire Protection System for Science Building (Bond Portion) at Santiago Canyon College

The board approved change order #2 for Cosco Fire Protection, Inc., for Bid #1062 for the fire protection system for the science building (Bond Portion) at SCC as presented.

4.11 Approval of Change Order #2 for Bid #1062 for Fire Protection System for Science Building (State Portion) at Santiago Canyon College

The board approved change order #2 for Cosco Fire Protection, Inc., for Bid #1062 for the fire protection system for the SCC science building (State Portion) as presented.

4.12 Approval of Plan Net Consulting Agreement

The board approved the consulting agreement from Plan Net Consulting in the amount of \$37,500 as presented.

4.14 Approval of Purchase Orders

The board approved the purchase order listing for the period September 13, 2010, through October 9, 2010.

4.15 Approval of Awarding Bid #1165 – Roofing Maintenance and Gutter Repair at Centennial Education Center

The board approved awarding Bid #1165 for the roofing maintenance and gutter repair at Centennial Education Center to Rite Way Roof Corporation as presented.

5.2 Approval of Resolution #10-23 authorizing payment to Trustee Absent from Board Meetings

The board authorized payment to Brian Conley for his absence from the October 11, 2010, board meeting due to illness.

**2.0 INFORMATIONAL ITEMS AND ORAL REPORTS**

2.1 Report from Chancellor

Dr. Raúl Rodríguez, Chancellor, provided a report to the board.

Mr. Yarbrough arrived during the chancellor's report.

## 2.2 Reports from College Presidents

The following college presidents provided reports to the board:

Dr. Erlinda Martinez, President, Santa Ana College (SAC)  
Mr. Juan Vázquez, President, Santiago Canyon College (SCC)

Ms. Woolery arrived during Dr. Martinez' report.

## 2.3 Report from Student Trustee

Mr. Nathan Selvidge provided a report to the board.

## 2.4 Reports from Student Presidents

The following student presidents provided reports to the board on behalf of the Associated Student Government (ASG) organizations:

Mr. Kevin Dilger, Student President, Santiago Canyon College  
Ms. Nadia Lopez, Student President, Santa Ana College

## 2.5 Reports from Academic Senate Presidents

The following academic senate presidents provided reports to the board:

Mr. Morrie Barembaum, Academic Senate President, Santiago Canyon College  
Mr. John Zarske, Academic Senate President, Santa Ana College

It was moved by Mr. McLoughlin and seconded by Mr. Yarbrough to suspend the rules and move closed session to the end of the agenda. Discussion ensued. The motion carried unanimously.

## **3.0 HUMAN RESOURCES** (These items were acted upon following closed session.)

## **4.0 BUSINESS OPERATIONS/FISCAL SERVICES**

Items 4.1 through 4.12, 4.14, and 4.15 were approved as part of Item 1.5 (Consent Calendar).

### 4.13 Approval of Bid #1167 for Purchase of VRTEX 360 (or equal) Virtual Reality Welding Training Units

It was moved by Mr. Yarbrough and seconded by Mr. Conley to accept and approve Bid #1167 for purchase of VRTEX360 (or equal) Virtual Reality Welding Training Units to Airgas West Inc. as presented. Discussion ensued. The motion carried unanimously.

4.15 Addendum to Approval of Awarding Bid #1165 – Roofing Maintenance and Gutter Repair at Centennial Education Center

It was moved by Mr. Yarbrough and seconded by Mr. Conley to approve an addendum to this item. Discussion ensued. The motion carried unanimously.

**5.0 GENERAL**

Item 5.2 was approved as part of Item 1.5 (Consent Calendar); Item 5.5 (Board Member Comments) follows Item 3.3 (Authorization for Board Travel/Conferences).

5.1 Approval of Resource Development Items

It was moved by Mr. Yarbrough and seconded by Mr. Conley to approve budgets, accept grants, and authorize the chancellor or his designee to enter into related contractual agreements on behalf of the district for the following:

- ARRA Cooperative Contract – Workability III (SAC) \$ 25,635
- Early Learning Mentor Coaches (DO) \$225,000
- Title V – Developing HSI Program – Year 1 (SCC) \$637,207

Discussion ensued. The motion carried unanimously.

5.3 Board of Trustees Continuous Improvement Process

Mr. McLoughlin recommended a review of costs associated with the district moving toward a paperless board agenda/docket.

Ms. Woolery asked that research be done on the following:

1. Has RSCCD Information Technology (IT) department reviewed BoardDocs and Boardbooks or any other system for compatibility to the district's IT system? If so, which system does the IT department recommend?
2. What are the costs associated with creating the district's current paper board docket?
3. What are the additional costs related to going paperless – will laptops need to be upgraded? Will staff need a laptop provided? Will the district need new software for the colleges?

Mr. Hanna asked that research be done regarding the process other community colleges are using for a paperless board docket and their recommendation(s).

Mr. Hanna indicated at a future meeting the board may wish to review a better process of communicating its meetings to the public and district constituencies.

Mr. McLoughlin indicated the Community College League of California (CCLC) recently adopted a paperless system and asked that it be contacted for its recommendation.

#### 5.4 Reports from Board Committees

Mr. Hanna provided a report on the October 21, 2010, Board Facilities Committee meeting.

### **RECESS TO CLOSED SESSION**

The board convened into closed session at 5:20 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. Classified Staff
  - d. Student Workers
  - e. Professional Experts
2. Public Employee Performance Evaluation (pursuant to Government Code Section 54957)
  - a. Chancellor

### **RECONVENE**

The board reconvened at 6:57 p.m.

#### Closed Session Report

Mr. Yarbrough reported the board discussed the abovementioned items, and took no action during closed session.

#### Public Comment

There were no public comments.

### **3.0 HUMAN RESOURCES**

#### 3.1 Management/Academic Personnel

It was moved by Mr. Yarbrough, seconded by Mr. Conley, and carried unanimously to approve the following action on the management/academic personnel docket:

- Approve Changes of Assignments from Part-time/Hourly to Long-term Substitute
- Approve Leaves of Absence
- Approve Stipends
- Approve Part-time/Hourly Hires/Rehires

### 3.2 Classified Personnel

It was moved by Mr. Yarbrough, seconded by Mr. Conley, and carried unanimously to approve the following action on the classified personnel docket:

- Approve New Assignments
- Approve Hourly On Going to Contract Assignments
- Approve Temporary to Contract Assignments
- Approve Out of Class Assignments
- Approve Changes in Positions
- Approve Changes in Salary Placements
- Approve Leaves of Absence
- Ratify Resignations/Retirements
- Approve Temporary Assignments
- Approve Additional Hours for On Going Assignments
- Approve Changes in Temporary Assignments
- Approve Substitute Assignments
- Approve Miscellaneous Positions
- Approve Instructional Associates/Associate Assistants
- Approve Community Service Presenters/Stipends
- Approve Student Assistant Lists

### 3.1 Authorization for Board Travel/Conferences

It was moved by Mr. Yarbrough, seconded by Mr. Conley, and carried unanimously to approve the submitted conference and travel by a board member.

## 5.0 GENERAL – (cont. from page 5)

### 5.5 Board Member Comments

Dr. Chapel reported he plans to attend the SAC Child Development Center Grand Opening on October 26, 2010.

Mr. Yarbrough reported he attended the Orange Education Job Fair on October 22, 2010.

Mr. Yarbrough asked if an additional vote is required to approve addendums relating to items approved on the consent calendar.

Mr. McLoughlin reported he attended the Santa Ana Unified School District (SAUSD) State of the District event on October 21, 2010, and asked the district to obtain the information presented at the event.

5.5 Board Member Comments - (cont.)

Mr. McLoughlin asked that RSCCD develop a closer relationship with Orange Unified School District (OUSD).

Mr. McLoughlin asked that the board be kept informed of community events.

Mr. Labrado asked that separate dinner meetings be held with SAUSD and OUSD board of trustees.

**6.0 ADJOURNMENT**

The next regular meeting of the Board of Trustees will be held on November 15, 2010, at the District Office, 2323 N. Broadway, Santa Ana, California.

There being no further business, Mr. Labrado declared this meeting adjourned at 6:30 p.m.

Respectfully submitted,

---

Dr. Raúl Rodríguez  
Chancellor

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

Minutes approved: November 15, 2010