

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

**Board of Trustees (Regular meeting)**

**Monday, February 7, 2011**

**MINUTES**

**1.0 PROCEDURAL MATTERS**

1.1 Call to Order

The meeting was called to order at 4:31 p.m. by Mr. Brian Conley. Other members present were Dr. David Chapel, Mr. John Hanna, Mr. Larry Labrado, and Mr. Nathan Selvidge. Ms. Lisa Woolery and Mr. Phillip Yarbrough were not in attendance due to medical reasons. Mr. Mark McLoughlin arrived at the time noted.

Administrators present during the regular meeting were Mr. John Didion, Mr. Peter Hardash, Dr. Erlinda Martinez, Dr. Raúl Rodríguez, 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 Dr. Bonnie Jaros, Professor of English and English as a Second Language at Santa Ana College.

1.3 Public Comment

There were no public comments.

Mr. McLoughlin arrived at this time.

**2.0 BOARD PLANNING SESSION**

2.1 Presentation of 2010-2011 Vision and Goals

The board reviewed the 2010-11 vision and goals approved in February 2010.

2.2 Presentation of Accountability Reporting for the Community Colleges (ARCC)

The Accountability Review for Community Colleges (ARCC) was presented to the board as information by Ms. Nga Pham, RSCCD Director of Research. It was explained that ARCC, as mandated by AB1417, requires California community colleges to provide a framework for system performance evaluation. A report is produced by the State Chancellor's Office based upon data submitted by each

## **2.0 BOARD PLANNING SESSION – (cont.)**

college. ARCC provides an annual report to the legislators, sets standards for accountability and results for California community colleges, and reports outcomes for each college and systemwide. Each college is required to present the data to its board as information and for discussion. The ARCC report does not rank colleges against each other and is not attached to any funding mechanism.

Ms. Pham presented the 2010 reports for Santa Ana College (SAC), Santiago Canyon College (SCC), and Rancho Santiago CCD (non-credit program) that included college performance indicators, college profiles, college peer groupings, and staff response summaries. Ms. Pham cautioned that the colleges should not be compared to each other since the formula for each performance measure is complicated and different for each measure. Peer grouping is also different for each measure and that SCC and SAC are grouped together in one of the seven measures. Staff acknowledges the value of this system-wide report; however, staff also uses other locally-produced reports and data for continuous assessment at the program and college level.

Ms. Pham explained that SCC's progress and achievement figures are slightly lower due to the large apprenticeship and vocational programs offered. Mr. Labrado asked if she would recalculate these figures without the apprenticeship programs to obtain more accurate figures when compared to peer grouping. He explained it is helpful to have accurate figures when board members meet with legislators to justify district needs.

Dr. Chapel asked if the colleges use retention rates to set goals for coming years. Dr. Martinez indicated at this year's convocation she asked that the following two goals be met by the college's 100-year anniversary in 2015: Improve course completion by 10%, and improve persistence rates by 10%.

Mr. Hanna asked for the amount of students enrolled in 18 units or under that took classes toward a specific goal and accomplished their goal without taking the required 18 units for a certificate.

## **2.3 Presentation of 12 Measures of Success**

Ms. Pham presented The 12 Measures of Success as information. Discussion ensued. She commended staff for the following: 1) an increase in course retention rates during difficult budget times which have caused reductions in course selections, 2) increase in degrees and certificates awarded, 3) number of transfers to the universities, 4) an increase in financial indicators, and 5) financial aid awarded to students due to fully-functional financial aid departments on each campus.

### 2.3 Presentation of 12 Measures of Success – (cont.)

Board members and staff discussed possible reasons for the decrease in RSCCD enrollment of local high school graduates and high school diplomas granted at Continuing Education centers. Mr. Hanna asked for comparison data on the reduction of outreach staff that may have provided outreach to graduates. He asked how many counseling hours had been reduced to have impacted the reduction in high school diplomas granted.

Board members and staff discussed methods of outreach to former students who have transferred to 4-year institutions and recruiting females/males in non-traditional vocational technical education programs (e.g., males in nursing; females in automotive and welding).

Dr. Chapel commended staff for attracting a large number of students from outside district boundaries to attend RSCCD colleges due to the excellent educational programs offered. Mr. Hanna indicated several career technical programs are self-sustaining programs.

Mr. Conley called a brief recess at 5:43 p.m.

The board reconvened at 6:00 p.m.

### 2.4 Progress toward 2010-2011 Vision and Goals

Mr. Didion presented the progress toward the 2010-2011 vision statement and goals from leadership at the colleges and district as information.

Dr. Martinez commended faculty for supporting instructors by hosting presentations on basic skills courses. She noted that 85% of students assessed at the basic skills level concurrently enroll in college-level courses.

Mr. Vázquez stated that both colleges have pursued outside funding in order to work toward accomplishing 2010-2011 goals.

Mr. Hanna and Mr. McLoughlin thanked staff for information provided relating to Goals 1 and 2. Due to the continuous improvement process the board pursues, members asked that the following questions be addressed in next year's materials:

- What statistics are provided for comparison from previous years?
- Has the district improved its progress in meeting goals? If not, why?
- What recommendation(s) do staff have to improve progress toward goals?
- What are the results of the district meeting its goals?
- What are the details of grants listed (e.g., amount, description)?

Mr. Didion indicated these questions may be applied to each goal.

Upon discussing Goal 3, Mr. Hanna asked that this goal be answered in three sections: 1) update and implement facilities master plans, 2) maximize college and community use of facilities, and 3) incorporate green efforts into facilities development and other efforts when cost effective. He asked that the following questions be addressed in next year's materials:

- How is the district incorporating green efforts? If the district is not incorporating green efforts, why not?
- Has the district improved its progress in meeting this goal? If not, why?
- What recommendation do staff have to improve progress toward this goal?
- Has the district expanded use of facilities by the community? If not, why?

Upon discussing Goal 4, Mr. McLoughlin asked staff to comment on the cutting-edge technology included in the report. Mr. Didion and Mr. Vázquez indicated the implementation of CurricUNET and Add Codes have helped students, faculty, and staff.

Upon discussing Goal 5, Mr. Hanna thanked staff for information provided on grants and alternative/private funding. He asked that the following questions be addressed in next year's materials:

- What is the comparison of public/private funding between last year and this year?
- Were there problems in pursuing public/private funding?
- How many alumni contributed toward scholarships?
- How many employees contributed toward scholarship funds at the college(s) or district?
- What is each college foundation doing to pursue funding?
- What plan does each college foundation have that is different from the district foundation to seek funding?
- What is the progress toward reaching this goal?

Mr. Hanna commended staff for information provided relating to Goal 7 and asked that the following questions be addressed in next year's materials:

- What statistics are provided for comparison from previous years?
- What is the district's relationship with local cities?
- How were those relationships improved and expanded?
- How can those relationships be improved and expanded in the future?
- Before the district considers using public funds, does it consider pursuing partnerships with private companies?

Upon discussing Goal 8, Dr. Martinez explained the relationship developed between the Santa Anita Neighborhood Association, City of Santa Ana, and SAC.

Mr. Hanna reported he recently viewed SAC students' artwork at the Santa Ana Art Walk and spoke with community leaders while there. Mr. Hanna requested the board meet with councils and boards of local cities and school districts.

Mr. McLoughlin expressed interest in SAC's participation in a Communication Linkage Forum (Com-Link) program administered by the City of Santa Ana.

Mr. McLoughlin asked that SCC's Trig Day and Science Night be included in the report and the following questions be addressed in next year's materials:

- What is the yield of hosting events such as Trig Day and Science Night at the college?
- How does it impact the future?
- Do students attending these events attend SCC at a later date?
- Do students that participate in KinderCaminata attend SAC or SCC when they become college age?

Mr. Hanna stated that according to staff it cost the district approximately \$150,000 to mail class schedules to the community. He indicated the district may consider selling advertising space in the mailings to cover a portion of the expenses.

## 2.5 Community Responses to Survey on Board Vision and Goals

Ms. Pham presented responses from a January 2011 survey that asked the community to evaluate progress toward the district's 2010-2011 vision and goals.

Mr. McLoughlin asked for the number of surveys distributed to community, staff, and students. Dr. Rodríguez will provide that number to the board.

Mr. Conley asked if staff survey responses could be separated from community responses. Ms. Pham indicated next year's survey will include a question to quantify this.

Mr. Hanna asked that future evaluations be corrected to name the survey the Board of Trustees annual evaluation of district goals as indicated in BP9022.5.

Mr. Hanna was pleased that an overwhelming number of respondents were satisfied with the district's accomplishments within each goal. He understands the district has made progress and there is room for improvement. He thanked respondents for taking the time to share their comments.

Mr. Labrado found the comments informative and productive.

## 2.6 Approval of 2011-2012 Vision and Goals

Mr. Conley asked for the meaning of the comment: “remove politics from the classroom.” Discussion ensued. Ms. Pham will research the source of this comment for further clarification.

Dr. Rodríguez stated that staff will implement the additional information requested by board members. Dr. Rodríguez indicated that staff recommends reaffirming the vision statement and goals for the 2011-2012 academic year. He indicated staff plan on developing a strategic planning session with outside facilitators on ways to accomplish the district’s goals.

Mr. Labrado stated it would be helpful if staff who implemented the goals would contribute toward the final report.

It was moved by Dr. Chapel, seconded by Mr. Hanna and carried unanimously to approve the 2011-2012 vision and goals as follows:

### **Vision Statement 2011-2012**

Rancho Santiago Community College District is a learning community. The college district and its colleges are committed to ensuring access and equity, and to planning comprehensive educational opportunities throughout our communities. We will be global leaders in many fields, delivering cost-effective, innovative programs and services that are responsive to the diverse needs and interests of all students. We will be exceptionally sensitive and responsive to the economic and educational needs of our students and communities. The environment will be collegial and supportive for students, staff, and the communities we serve.

We will promote and extensively participate in partnerships with other educational providers, business, industry, and community groups. We will enhance our communities' cultural, educational, and economic well-being.

We will be a leader in the state in student learning outcomes. Students who complete programs will be prepared for success in business, industry, careers, and all future educational endeavors. We will prepare students to embrace and engage the diversity of our global community and to assume leadership roles in their work and public lives.

### **2011-2012 Goals**

1. Promote a learning community environment that is innovative, student-centered, and celebrates student achievement.
2. Provide access and retention for completion programs, including transfer, vocational, and high school diploma programs; and prepare students for success in their academic, career, and personal life endeavors.
3. Update and implement facilities master plans, maximize college and community use of facilities, and incorporate “green” efforts into facilities development and other efforts when cost-effective.
4. Promote flexible, cost-effective educational programs and services including the use of cutting-edge technology and educational program delivery via technology.
5. Pursue alternative public and private funding sources to increase the district’s fiscal sustainability and to implement the district’s vision and goals, and encourage the foundations and district to create plans for capital and program campaigns and alumni association development.
6. Maintain a positive, productive working environment for employees, recognizing and embracing diversity and enhancing staff development opportunities that address innovation and technology.
7. Expand partnerships with business, labor, community groups, universities, schools, and other public and private agencies in order to enhance the district’s resource development; ensure student access and success; ensure robust economic development programs; and be responsive to workforce development needs and high demand career fields.
8. Assess the educational needs of the communities we serve, and enhance awareness of the colleges and community involvement through outreach and advocacy among community constituencies and leaders.

### **3.0 GENERAL**

#### **3.1 Board Member Comments**

Mr. McLoughlin thanked staff for its hard work in preparing information for tonight's meeting.

Dr. Chapel was pleased with the information presented and is hopeful the board will revisit this information throughout the year.

Dr. Chapel reported he recently attended the Community College League of California's Effective Trusteeship Conference in Sacramento and plans to share the material presented on trusteeship and the Brown Act with trustees.

Mr. Conley commended staff on the materials presented and plans to attend the upcoming Association of Community College Trustees conference in Washington, D.C.

### **4.0 ADJOURNMENT**

The next regular meeting of the Board of Trustees will be on February 22, 2011.

There being no further business, Mr. Conley declared this meeting adjourned at 7:10 p.m.

Respectfully submitted,

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Dr. Raúl Rodríguez  
Chancellor

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

Minutes approved: February 22, 2011