

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT (RSCCD)
2323 North Broadway, Room. 107
Santa Ana, California

Board of Trustees (Regular meeting)

Monday, November 8, 2021

MINUTES

1.0 PROCEDURAL MATTERS

1.1 Call to Order

The meeting was called to order at 4:41 p.m. by Mr. Phillip Yarbrough. Other members present were Dr. Tina Arias Miller, Mr. David Crockett, Mr. John Hanna, Mr. Zeke Hernandez, Mr. Larry Labrado, Mr. Sal Tinajero and Ms. Elisabeth Neely.

Administrators present during the regular meeting were Mr. Cheng Yu Hou, Ms. Iris Ingram, Dr. Marilyn Flores, Mr. Marvin Martinez, Mr. Enrique Perez, and Mr. Jose Vargas. Ms. Maria Vicencio was present as record keeper.

1.2 Pledge of Allegiance to the United States Flag

The Pledge of Allegiance was led by Mr. Martinez, Chancellor, Rancho Santiago Community College District.

NOTE: After Item 1.2 (Pledge of Allegiance to the United State Flag), board members unanimously agreed to move to Item 1.4 (Public Comment) and comeback to Item 1.3 (Approval of Additions or Corrections to Agenda)

1.4 Public Comment

Dr. Jodi P. Coffman spoke regarding the responsibilities of a counselor and the impact on students.

Ms. Jennifer Tinajero and Ms. Grace Tinajero spoke in support of Item 5.7 (First reading of Board Policy 5215 COVID-19 vaccine requirement for students).

1.3 Approval of Additions or Corrections to Agenda

It was moved by Mr. Tinajero and seconded by Ms. Neely to approve the addition of Ms. Neely's signature to Item 5.9 (Nomination of Phillip Yarbrough to Association of Community College Trustees (ACCT) Finance and Audit Committee). 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

1.4 Public Comment

This item was discussed after Item 1.2 (Pledge of Allegiance to the United States Flag)

1.5 Approval of Minutes

It was moved by Mr. Hernandez and seconded by Mr. Tinajero to approve the minutes of the regular meeting held October 25, 2021. 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

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 on the Consent Calendar, with the exception of Item 3.4 (First Amendment to the Professional Services Agreement between RSCCD on behalf of Santa Ana College and Katrina Williams (K.W.) Media) removed from the Consent Calendar by 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 Proposed Revisions for the 2022-2023 Santa Ana College (SAC) 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.

3.2 Approval of Memorandum of Understanding Agreement between Rancho Santiago Community College District on behalf of Santa Ana College and Santa Ana Unified School District

The board approved the Memorandum of Understanding agreement between Rancho Santiago Community College District on behalf of SAC and Santa Ana Unified School District, located in Santa Ana, California, as presented.

3.3 Approval of First Amendment to the Professional Services Agreement between RSCCD on behalf of Santa Ana College and Michelle Parolise

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

3.5 Confirmation of Santa Ana College Associate Degrees and Certificates-Summer 2021

The board approved the confirmation of SAC associate degrees and certificates awarded Summer 2021, as presented.

1.6 Approval of Consent Calendar (cont.)

3.6 Confirmation of Santiago Canyon College (SCC) Associate Degrees and Certificates-Summer 2021

The board approved the confirmation of SCC associate degrees and certificates awarded Summer 2021, as presented.

3.7 Approval of Santiago Canyon College and Santa Ana College Community Education Program - Spring 2022

The board approved the SCC and SAC Community Education Program - Spring 2022, as presented.

4.1 Approval of Payment of Bills

The board approved payment of bills as submitted.

4.2 Approval of Budget Transfers, Budget Increases and Decreases

The board approved the budget increases, decreases and transfers for October 12, 2021 through October 25, 2021.

4.3 Approval of the Quarterly Financial Status Report (CCFS-311Q) for period ended September 30, 2021

The board approved the Quarterly Financial Status Report (CCFS-311Q) for the quarter ended September 30, 2021, as presented.

4.5 Award of Bid #1396 for Parking Lot Sweeping Services

The board approved award of Bid #1396 for parking lot sweeping services including renewals to Viejo Sweeping Services, Ltd., as presented.

4.6 Approval of Agreement with SVA Architects, Inc. for Architectural Services for Soccer Path of Travel and Seating Repairs at Santiago Canyon College

The board approved the agreement with SVA Architects, Inc. for architectural services for soccer path of travel and seating repairs at Santiago Canyon College as presented.

4.7 Approval of Agreement with HL Construction Management for On-Call Cost Estimating Services for Various Projects District-Wide

The board approved the agreement with HL Construction Management for on-call cost estimating services for various projects district-wide as presented.

4.8 Approval of Amendment to Agreement with Architecture 9 PLLLP for On-Call Architectural Design Services for Various Facility Improvement Projects District-Wide

The board approved the amendment to agreement with Architecture 9 PLLLP for on-call architectural design services for various facility improvement projects district-wide as presented.

1.6 Approval of Consent Calendar (cont.)

4.9 Approval of Payment to NSWC Mechanical Services

The board approved payment to NSWC Mechanical Services, as presented.

4.10 Approval of Purchase Orders

The board approved the purchase order listing, supplement and PO change order listing as submitted.

5.1 Approval of Resource Development Items

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

- California Education Learning Lab Grant	\$ 2,000
- Child Development Training Consortium	\$ 3,450
- Extended Opportunity Program & Services (EOPS)	\$ 2,126,021
- Gates Foundation – Adjunct Success Project	\$ 7,500
- Governor's Office of Business & Economic Development (GO-Biz) Capital Infusion Program (CIP) Grant	\$ 50,000
- Strong Workforce Program – Regional Share	\$ 24,997,609
- Student Equity and Achievement Program	\$ 13,286,941
- Veteran Resource Center Ongoing Funding	\$ 159,089

5.2 Approval of Grant Sub-Agreements between RSCCD and Coast, North Orange County, and South Orange County Community College Districts for the Strong Workforce Program – Regional Funds.

The board approved the agreements and that the Vice Chancellor, Business Services or her designee be authorized to sign and enter into related contractual agreements on behalf of the district, as presented.

5.3 Approval of Professional Services Agreement with Graduate Communications Corporation and Rancho Santiago Community College District

The board approved the professional services agreement with Graduate Communications Corporation and Rancho Santiago Community College District, as presented.

5.9 Nomination of Phillip Yarbrough to Association of Community College Trustees (ACCT) Finance and Audit Committee

The board approved the letter of nomination for Trustee Phillip Yarbrough to serve on ACCT's Finance and Audit Committee during the 2022 and 2023 calendar years.

1.7 Recognition of Santa Ana College Veteran Student

The board recognized student veteran Mr. Erik Tapia for his military services, exemplary achievements and dedication to our county and Rancho Santiago Community College District.

1.8 Recognition of Santiago Canyon College Veteran Student

The board recognized student veteran Mr. Eric Mejia for his military services, exemplary achievements and dedication to our county and Rancho Santiago Community College District.

2.0 INFORMATIONAL ITEMS AND ORAL REPORTS

2.1 Report from the Chancellor

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

NOTE: After Item 2.1 (Report from the Chancellor), board members unanimously agreed to move to Item 5.7 (First Reading of Board Policy 5215 COVID-19 Vaccine Requirement for Students (NEW)) and comeback to Item 2.2 (Reports from College Presidents)

5.7 First Reading of Board (BP) 5215 COVID-19 Vaccine Requirement for Students (NEW)

Board Policy (BP) 5215 COVID-19 Vaccine Requirement for Students (NEW) was presented for a first reading as an information item. Discussion ensued.

Mr. Tinajero left the meeting briefly during discussion of Item 5.7 (First Reading of Board Policy 5215 COVID-19 Vaccine Requirement for Students (NEW)) due to a prior commitment.

2.2 Reports from College Presidents

The following college representatives provided reports to the board:

Dr. Marilyn Flores, Interim President, Santa Ana College
Jose Vargas, Interim Vice 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 representative 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

Mr. Hanna provided a report on the November 1, 2021, Board Facilities Committee meeting.

Dr. Arias Miller provided a report on the November 3, 2021 Board Policy Committee meeting.

Mr. Hanna provided a report on the November 4, 2021, Ad Hoc Board Committee for Redistricting meeting.

3.0 INSTRUCTION

Items 3.1, 3.2, 3.3, 3.5, 3.6 and 3.7 were approved as part of Item 1.6 (Consent Calendar).

- 3.4 Approval of First Amendment to the Professional Services Agreement between RSCCD on behalf of Santa Ana College and Katrina Williams (K.W.) Media
It was moved by Ms. Neely and seconded by Mr. Hernandez to approve the first amendment to the professional services agreement between RSCCD on behalf of Santa Ana College and Katrina Williams (K.W.) Media. 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.

4.0 BUSINESS SERVICES

Items 4.1, 4.2, 4.3, 4.5, 4.6, 4.7, 4.8, 4.9 and 4.10 were approved as part of Item 1.6 (Consent Calendar).

- 4.4 Quarterly Investment Report as of September 30, 2021
The quarterly investment report as of September 30, 2021 was presented as information.

5.0 GENERAL

Items 5.1, 5.2, 5.3, and 5.9 were approved as part of Item 1.6 (Consent Calendar).

5.4 Approval of New Board Policy (BP) 3750 Data Governance

It was moved by Ms. Neely and seconded by Dr. Arias Miller to approve new BP 3750 Data Governance as presented. 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

5.5 Approval of Revision to Board Policy (BP) 7132 Management Medical/Dental Insurance Benefits

It was moved by Dr. Arias Miller and seconded by Mr. Hernandez to approve the revisions to BP 7132 Management Medical/Dental Insurance Benefits as presented. 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.

5.6 Approval of Revision to Board Policy (BP) 7380 Retiree Health Benefits - Academic Employees

It was moved by Mr. Hernandez and seconded by Dr. Arias Miller to approve the revisions to BP 7380 Retiree Health Benefits - Academic Employees as presented. 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.

5.7 First Reading of Board (BP) 5215 COVID-19 Vaccine Requirement for Students (NEW)

This item was discussed after Item 2.1 (Report from the Chancellor).

5.8 Review and Discussion of Community, Staff and Students' Responses to Board's Self-Evaluation Survey

The survey responses from community and staff were presented to the board for review and discussion. Discussion ensued. Mr. Hanna and Dr. Arias Miller expressed appreciation for the responses from community and staff.

5.10 Board of Trustees Express Interest in Board Officer Positions

The board president solicited expressions of interest from board members regarding service as president, vice president, and clerk, and committee assignments for 2021-2022.

The following board members expressed interest in the following positions:

President - Dr. Tina Arias Miller and Mr. Zeke Hernandez

Vice President - Mr. David Crockett

Clerk - Mr. Phillip Yarbrough

5.11 Board Member Comments

Ms. Neely shared a respond to a question Mr. Hanna asked during her Student Trustee report earlier in the meeting that was in relation to Long Beach City College allowing student to park overnight to reside in their vehicles.

5.11 Board Member Comments (cont.)

Ms. Neely reported that she will be a speaker at a Women's Caucus.

Dr. Arias Miller indicated that she plans to attend the City of Orange Veteran's Day celebration, SAC's Thanksgiving Holiday Drive -Thru food distribution, SAC's Native American Heritage Month celebration luncheon, and will be a speaker at SAC's Student Ambassador Leadership Seminar.

Dr. Arias Miller reported that she attended the Orange County Community College Legislative Taskforce meeting via zoom.

Mr. Tinajero returned to the meeting at this time.

Mr. Crockett wished everyone Happy Holidays and is looking forward to learning how to work together with the rest of the trustees to accomplish better outcomes.

Mr. Hernandez reported that he met with Mr. Morrie Barembaum to discuss the adoption of Resolution 21-15 (Addressing Anti-Semitism through Education and Holocaust Remembrance in the RSCCD) and how to better support the resolution.

Mr. Hernandez reported that he attended SAC's Continuing Education Halloween Activities, Fiesta de Fright, football games, Remembering the Loss of Life event, the Automotive & Diesel Dealership Career event, and the Dana Pagett Basketball Tournament.

Mr. Hernandez indicated that he attended SCC's Holiday concert "The Phoenix" on November 6, 2021.

Mr. Hernandez reported that he attended the most recent SCC Academic Senate and will be attending the next SAC Academic Senate meeting via Zoom.

Mr. Tinajero thanked the board members for their flexibility to work around his schedule during today's meeting where he had to leave and return to the meeting so he could attend another event.

Mr. Yarbrough thanked the board members for approving his nomination to the Association of Community College Trustee Finance and Audit Committee for the 2022 calendar year.

Mr. Yarbrough acknowledge all veterans and thanked them for their services. Mr. Yarbrough especially thanked Mr. Hernandez and Mr. Labrado for their service.

Mr. Hanna reported that he will be attending the Community College League of California Advisory Committee on Legislation on November 9, 2021.

5.11 Board Member Comments (cont.)

Mr. Hanna indicated that he plans to attend SCC's Academic Senate meeting at the end of November.

Mr. Hanna thanked Mr. Hernandez and Mr. Labrado for their service.

RECESS TO CLOSED SESSION

The board convened into closed session at 7:45 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. Educational Administrator Appointment
 - (1) Assistant Vice President, SCC
 - (2) Associate Dean, SAC
2. 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
3. Conference with Legal Counsel: Existing Litigation (pursuant to Government Code Section 54956.9[a])
4. Conference with Legal Counsel: Anticipated/Potential Litigation (pursuant to Government Code Section 54956.9[b]-[c]) (1 case)
5. Appeal of Student Administrative Determination relating to Title 5 CCR Section 59338 (the Education Code requires closed session in this case in order to prevent the disclosure of confidential student record information).

Ms. Neely left the meeting at this time.

RECONVENE

The board reconvened at 8:36 p.m.

Public Comment

There were no public comments.

Closed Session Report

Mr. Crockett reported the board discussed conference with legal counsel, and the board took no action during closed session.

8.0 HUMAN RESOURCES

8.1 Management/Academic Personnel

It was moved by Mr. Tinajero and seconded by Mr. Crockett 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.

- Approve Appointment/Employment Agreement/Attachment #1 - #2
- Approve Change of Assignments/Contract Stipends
- Approve Amended Banking Leaves of Absence
- Approve Part-time Hourly New Hires/Rehires

8.2 Classified Personnel

It was moved by Mr. Crockett and seconded by Mr. Hernandez 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.

- Approve New Appointments
- Approve Out of Class Assignments
- Approve Return to Regular Assignments
- Approve Change in Positions
- Approve Change in Salary Placement
- Ratify Resignations/Retirements
- Approve Professional Growth Increments
- Approve Out of Class Assignments
- Approve Short Term Assignments
- Approve Change in Temporary Assignment
- Approve Additional Hours for Ongoing Assignment
- Approve Substitute Assignments
- Approve SAC/SCC Student Hire Lists

7.0 ADJOURNMENT

The next regular meeting of the Board of Trustees will be held on December 13, 2021.
There being no further business, Mr. Yarbrough declared the meeting adjourned at 8:41 p.m.

Respectfully submitted,

Marvin Martinez, Chancellor

Approved: _____
Clerk of the Board

Minutes approved: December 13, 2021