

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

Board of Trustees (Regular meeting)

Monday, March 10, 2014

MINUTES

1.0 PROCEDURAL MATTERS

1.1 Call to Order

The meeting was called to order at 4:43 p.m. by Mr. Jose Solorio. Other members present were Ms. Claudia Alvarez, Mr. John Hanna, Mr. Larry Labrado, Ms. Nelida Mendoza Yanez, and Mr. Luis Correa. Mr. Phillip Yarbrough was absent due to illness and Ms. Arianna Barrios was absent due to a work-related issue.

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 Mr. Yuh Hwan Ko, Student President, Santiago Canyon College (SCC).

1.3 Approval of Additions or Corrections to Agenda

It was moved by Mr. Hanna and seconded by Mr. Labrado to approve a revised page and an addendum for Item 6.1 (Academic/Management Personnel) and an addendum for Item 6.2 (Classified Personnel). The motion carried with the following vote: Aye – Ms. Alvarez, Mr. Hanna, Mr. Labrado, Ms. Mendoza Yanez, and Mr. Solorio. Student Trustee Correa's advisory vote was aye.

1.4 Public Comment

There were no public comments.

1.5 Approval of Minutes

It was moved by Mr. Hanna and seconded by Ms. Alvarez to approve the minutes of the meeting held February 18, 2014. The motion carried with the following vote: Aye – Ms. Alvarez, Mr. Hanna, Mr. Labrado, Ms. Mendoza Yanez, and Mr. Solorio. Student Trustee Correa's advisory vote was aye.

1.6 Approval of Consent Calendar

It was moved by Mr. Labrado and seconded by Ms. Alvarez 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 3.4 (Agreement with Delhi Center), Item 4.6 (Agreement with Donald Krotee Partnership), and Item 5.6 (Agreement with Young Company Creative Marketing Communications, Inc.) removed by Mr. Solorio; Item 3.9 (Proposed Revisions for 2014-2015 SCC Catalog) removed by Mr. Labrado; Item 4.11 (Agreement with Seville Construction Services, Inc.) removed by Ms. Alvarez; and Item 5.4 (Sub-Agreement between RSCCD and City College of San Francisco) removed by Mr. Hanna. The motion carried with the following vote: Aye – Ms. Alvarez, Mr. Hanna, Mr. Labrado, Ms. Mendoza Yanez, and Mr. Solorio. Student Trustee Correa’s advisory vote was aye.

- 3.1 Approval of NUVENTIVE, LLC. Subscription License Agreement for TracDat™
The board approved the agreement with Nuventive, LLC.
- 3.2 Approval of NUVENTIVE, LLC. Professional Services Agreement for TracDat™
The board approved the agreement with Nuventive, LLC.
- 3.3 Approval of Contract with Santa Ana Unified School District (SAUSD) to offer Career Technical Education Courses (CTE) at Century High School
The board approved the contract with SAUSD to offer CTE courses at Century High School.
- 3.5 Approval of Amendment #2 to Criminal Justice Academies (CJA) Agreement – Asian Gang Investigators Association of California
The board approved Amendment #2 to the agreement with the Asian Gang Investigators Association of California in West Covina, California.
- 3.6 Approval of Amendment #2 to CJA Agreement – California Narcotic Officers’ Association
The board approved the amendment with the California Narcotic Officers’ Association in Valencia, California.
- 3.7 Approval of Amendment #1 to CJA Agreement – California Narcotic Canine Association
The board approved the amendment with the California Narcotic Canine Association in Salinas, California.
- 3.8 Approval of Proposed Revisions for 2014-2015 Santa Ana College (SAC) Catalog
The board approved the proposed revisions for the 2014-2015 SAC catalog.

1.6 Approval of Consent Calendar – (cont.)

- 3.10 Approval of Santa Ana College Community Services Program – Summer - 2014
The board approved the proposed SAC Community Services program for Summer 2014.
- 3.11 Approval of Santiago Canyon College Community Services Program – Summer - 2014
The board approved the proposed SCC Community Services program for Summer 2014.
- 3.12 Approval of Consulting Agreement with Cynosure New Media, Inc.
The board approved the consulting agreement with Cynosure New Media, Inc. to support the development of an online orientation program for students at SCC Orange Education Center.
- 3.13 Approval of Memorandum of Understanding (MOU) with Saddleback College for Cosmetology Program
The board approved the MOU with Saddleback College to allow Saddleback College and Santiago Canyon College to continue to offer cosmetician, esthetician, barbering, and skin care courses through the respective contracted beauty schools.
- 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 budget increases, decreases and transfers during the month of January 2014.
- 4.3 Approval of Conflict of Interest Code
The board approved Appendix A-1 of the Conflict of Interest Code as presented.
- 4.4 Approval of Agreement with Glumac for Commissioning Consulting Services for HVAC Renovations at District Operations Center
The board approved the contract with Glumac for independent commissioning services for the HVAC renovations at the district operations center.
- 4.5 Approval of Agreement with Cumming Corporation for Construction Management Services for Santa Ana College Projects
The board approved the contract with Cumming Corporation for construction management services for SAC projects as presented.

1.6 Approval of Consent Calendar – (cont.)

- 4.7 Approval of Agreement with Knowland Construction Services for Division of State Architect (DSA) Inspector of Record, Testing and Inspection Services for Planetarium, Parking Lot #11, and Temporary Village at Santa Ana College
The board approved the agreement with Knowland Construction Services for DSA Inspector of Record, testing and inspection services for the planetarium, parking lot #11, and temporary village project at SAC as presented.
- 4.8 Approval of Agreement with Xpera Group for Specialized Consulting Services for Chavez Building Renovation Project at Santa Ana College
The board approved the contract with Xpera Group for forensic investigation, design assistance and construction observation consulting services for the Chavez building renovation project at SAC as presented.
- 4.9 Adoption of Resolution No. 14-05 – Change Order #21 for Bid #1139 – Contract with Dynalectric Inc. for Electrical Work for Humanities Building at Santiago Canyon College
The board adopted Resolution No. 14-05 for the contract with Dynalectric, Inc. for electrical work for the Humanities building at SCC as presented.
- 4.10 Approval of Agreement with Glumac for Commissioning Consulting Services for Retro-Commissioning of Science Building at Santiago Canyon College
The board approved the contract with Glumac for independent commissioning services for the retro-commissioning of the Science building at SCC.
- 4.12 Approval of Mutual Release and Settlement Agreement between Southern California Grading and RSCCD for Chapman Entry and Learning Resource Center (LRC) Parking Lot at Santiago Canyon College
The board approved the Mutual Release and Settlement Agreement between Southern California Grading and RSCCD for the Chapman Entry and LRC parking lot at SCC as presented.
- 4.13 Approval of Mutual Release and Settlement Agreement between West-Tech Mechanical, Inc. and RSCCD for Humanities Building Project at Santiago Canyon College
The board approved the Mutual Release and Settlement Agreement between West-Tech Mechanical and RSCCD for the Humanities building at SCC as presented.
- 4.14 Approval of Notice of Completion for Bid #1139 – Contract with Dynalectric Inc. for Electrical Work for Humanities Building at Santiago Canyon College
The board approved the Notice of Completion with Dynalectric Inc. for electrical work for the Humanities building at SCC as presented.

1.6 Approval of Consent Calendar – (cont.)

4.15 Approval of Notice of Completion for Bid #1214 – Contract with AVDB Group for Gymnasium Building Integrated Audio Sound System Project at Santiago Canyon College

The board approved the Notice of Completion with AVDB Group for the gymnasium building integrated audio sound system project at SCC as presented.

5.1 Approval of Resource Development Items

The board approved budgets, accepted grants, and authorized the chancellor or his designee to enter into related contractual agreements on behalf of the district for the following:

- Basic Skills Initiative (SAC & SCC) - *Adjustment* -\$ 9,936
- Disabled Students Programs & Services (DSPS) (SCC) \$556,693

5.2 Approval of Sub-Agreements between RSCCD and Coast Community College District (CCD), Coastline Regional Occupational Program (ROP), and South Orange County CCD for Information Communications Technology/Digital Media Deputy Sector Navigator Grant

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

5.3 Approval of Sub-Agreements between RSCCD and Coastline ROP and Coast CCD/Orange Coast College

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

5.5 Approval of Sub-Agreements between RSCCD and South Orange County CCD and Huntington Beach Union School District

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

1.7 Presentation on Veterans' Support Services

Mr. Loy Nashua, Associate Dean of Student Development, Santa Ana College, and Mr. Syed Rizvi, Associate Dean of Financial Aid, Santiago Canyon College, gave a presentation to the board on the veterans' support services offered at the colleges. Veterans Matthew Segalla (SAC) and Maxwell Wagner (SCC) gave a report on how the veterans' support services assisted them at their respective campuses.

2.0 INFORMATIONAL ITEMS AND ORAL REPORTS

2.1 Report from Chancellor

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

2.2 Reports from College Presidents

The following college representatives provided reports to the board.

Dr. Erlinda Martinez, President, Santa Ana College
Mr. Juan Vázquez, President, Santiago Canyon College

Dr. Martinez and Mr. Vázquez reported that staff continues to read, edit, and gather new information for a draft of the self-evaluation report that will be presented to the board for a first reading at its May 27th board meeting; the final self-evaluation report will be presented to the board for approval at its June 9th meeting. Since Mr. Hanna and Ms. Alvarez serve on the Standard IV committee, Mr. Hanna asked that they receive a draft for the Standard IV section of the report before it is presented to the full board.

2.3 Report from Student Trustee

Mr. Luis Correa, Student Trustee, provided a report to the board.

2.4 Reports from Student Presidents

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

Mr. Jorge Sandoval, Student President, Santa Ana College
Mr. Yuh Hwan Ko, Student President, Santiago Canyon College

2.5 Reports from Academic Senate Presidents

The following academic senate representatives provided reports to the board:

Ms. Corinna Evett, Academic Senate President, Santiago Canyon College
Mr. John Zarske, Academic Senate President, Santa Ana College

3.0 INSTRUCTION

Items 3.1, 3.2, 3.3, 3.5, 3.6, 3.7, 3.8, and 3.10 through 3.13 were approved as part of Item 1.6 (Consent Calendar).

3.4 Approval of Agreement with Delhi Center

It was moved by Mr. Hanna and seconded by Ms. Mendoza Yanez to approve the agreement with Delhi Center in Santa Ana, California. The motion carried with the following vote: Aye – Ms. Alvarez, Mr. Hanna, Mr. Labrado, and Ms. Mendoza Yanez. Mr. Solorio had a vote of abstention due to a past consulting work relationship with this company. Student Trustee Correa’s advisory vote was aye.

3.9 Approval of Proposed Revisions for 2014-2015 Santiago Canyon College (SCC) Catalog

It was moved by Mr. Labrado and seconded by Mr. Solorio to approve the proposed revisions for the 2014-2015 SCC catalog. Discussion ensued. The motion carried with the following vote: Aye – Ms. Alvarez, Mr. Hanna, Mr. Labrado, Ms. Mendoza Yanez, and Mr. Solorio. Student Trustee Correa’s advisory vote was aye.

4.0 BUSINESS OPERATIONS/FISCAL SERVICES

Items 4.1, 4.2, 4.3, 4.4, 4.5, 4.7, 4.8, 4.9, 4.10, and 4.12 through 4.15 were approved as part of Item 1.6 (Consent Calendar).

4.6 Approval of Agreement with Donald Krotee Partnership for Parking Lot at 17th and Bristol Street Project at Santa Ana College

It was moved by Ms. Mendoza Yanez and seconded by Mr. Labrado to approve the contract with Donald Krotee Partnership for the parking lot at 17th and Bristol Street project at SAC as presented. The motion carried with the following vote: Aye – Ms. Alvarez, Mr. Hanna, Mr. Labrado, and Ms. Mendoza Yanez. Mr. Solorio had a vote of abstention due to past campaign support from this company. Student Trustee Correa’s advisory vote was aye.

4.11 Approval of Agreement with Seville Construction Services, Inc. for Construction Management Services for Various Projects at Santiago Canyon College

It was moved by Mr. Labrado and seconded by Ms. Mendoza Yanez to approve the agreement with Seville Construction Services, Inc. for construction management services for various projects at SCC as presented. Discussion ensued.

It was moved by Mr. Hanna and seconded by Mr. Solorio to postpone action on the agreement with Seville Construction Services, Inc. for construction management services for various projects at SCC until the March 24th board meeting and include the claims related to this item in the March 24th agenda for discussion during closed session. Discussion ensued. The motion carried with the following vote: Aye – Ms. Alvarez, Mr. Hanna, Mr. Labrado, Ms. Mendoza Yanez, and Mr. Solorio. Student Trustee Correa’s advisory vote was aye.

5.0 GENERAL

Items 5.1, 5.2, 5.3, and 5.5 were approved as part of Item 1.6 (Consent Calendar).

5.4 Approval of Sub-Agreement between RSCCD and City College of San Francisco

It was moved by Mr. Solorio and seconded by Ms. Alvarez to approve the sub-agreement and authorize the Vice Chancellor, Business Operations/Fiscal Services or his designee to sign and enter into a related contractual agreement on behalf of the district. Discussion ensued. The motion carried with the following vote: Aye – Ms. Alvarez, Mr. Hanna, Mr. Labrado, Ms. Mendoza Yanez, and Mr. Solorio. Student Trustee Correa's advisory vote was aye.

5.6 Approval of Agreement with Young Company Creative Marketing Communications, Inc. for Brand Research and Strategy Development

It was moved by Mr. Solorio and seconded by Ms. Mendoza Yanez to approve the contract with Young Company Creative Marketing Communications, Inc. for brand research and strategy development as presented. Discussion ensued. The motion carried with the following vote: Aye – Ms. Alvarez, Mr. Hanna, Mr. Labrado, Ms. Mendoza Yanez, and Mr. Solorio. Student Trustee Correa's advisory vote was aye.

5.7 First Reading of Revised Board Policies

The following revised board policies were presented for first reading as informational items:

- BP 2015 Student Member
- BP 5501 Student Athletics/Activities ~~Athlete~~ Code of Conduct
–BP5201.5

5.8 Adoption of Resolution No. 14-08 authorizing payment to Student Trustee Absent from Board Meetings

It was moved by Mr. Labrado and seconded by Ms. Alvarez to adopt Resolution No. 14-08 requesting authorization of payment to Student Trustee Luis Correa for his absence from the February 18, 2014, board meeting and planning session due to illness. The motion carried with the following vote: Aye – Ms. Alvarez, Mr. Hanna, Mr. Labrado, Ms. Mendoza Yanez, and Mr. Solorio.

5.9 Reports from Board Committees

Mr. Labrado provided a report on the March 6, 2014, Board Facilities Committee meeting during discussion of Items 4.6 and 4.11.

Mr. Hanna provided a report on the February 27, 2014, Board Policy Committee meeting.

5.9 Reports from Board Committees – (cont.)

Mr. Correa provided a report on the March 6, 2014, Orange County Community Colleges Legislative Task Force meeting.

5.10 Board Member Comments

Mr. Hanna thanked Ms. Evett for sending the Academic Senate meeting minutes to the board so the board is informed of discussions relating to the naming of buildings.

Mr. Labrado expressed concern that SCC has entered into an agreement for cosmetology classes to be held with a company outside district boundaries. Dr. Rodríguez explained that when the SCC cosmetology program was discontinued, SCC allowed that company to work with South Orange County Community College District (SOCCCD). When it was time to reinstate the cosmetology program at SCC, staff selected a company they thought was in the RSCCD service area. It turns out, the company is one block away from the RSCCD service area; therefore, SOCCCD is allowing RSCCD to offer cosmetology classes by a company in the SOCCCD area.

Since March 8th is International Women's Day, Ms. Alvarez commended women leaders attending the meeting and encouraged additional women to seek leadership roles.

Mr. Solorio thanked the staff serving the veterans and the veterans at SAC and SCC. He commended the college presidents on the support services offered to veterans.

RECESS TO CLOSED SESSION

The board convened into closed session at 6:40 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
 - f. Educational Administrator Appointments
 - (1) Vice President
2. Conference with Legal Counsel: Anticipated/Potential Litigation (pursuant to Government Code Section 54956.9[b]-[c]) (2 cases)
3. Public Employee Discipline/Dismissal/Release (pursuant to Government Code Section 54957[b][1])

RECONVENE

The board reconvened at 7:45 p.m.

Closed Session Report

Ms. Alvarez reported the board discussed the aforementioned items, and the board took action to release a district safety officer from probation during closed session with the following vote: Aye – Ms. Alvarez, Mr. Hanna, Mr. Labrado, Ms. Mendoza Yanez, and Mr. Solorio; and the board took action to release an administrative secretary from probation during closed session with the following vote: Aye – Ms. Alvarez, Mr. Hanna, Mr. Labrado, Ms. Mendoza Yanez, and Mr. Solorio.

Public Comment

There were no public comments.

6.0 HUMAN RESOURCES

6.1 Management/Academic Personnel

It was moved by Mr. Solorio and seconded by Mr. Labrado to approve the following action on the management/academic personnel docket. The motion carried with the following vote: Aye – Ms. Alvarez, Mr. Hanna, Mr. Labrado, Ms. Mendoza Yanez, and Mr. Solorio. Student Trustee Correa's advisory vote was aye.

- Approve Appointments
- Approve Adjusted Hourly Rates due to Change in Duty Days
- Approve 2014-2015 Tenure Review Recommendations
- Approve Changes of Assignments
- Approve Adjusted Effective Date for Ratifying Resignations/Retirements
- Approve Stipends
- Approve Part-time Hourly Hires/Rehires
- Approve Non-paid Instructors of Record
- Approve Non-paid Intern Services

6.2 Classified Personnel

It was moved by Mr. Solorio and seconded by Mr. Labrado to approve the following action on the classified personnel docket. The motion carried with the following vote: Aye – Ms. Alvarez, Mr. Hanna, Mr. Labrado, Ms. Mendoza Yanez, and Mr. Solorio. Student Trustee Correa's advisory vote was aye.

- Approve New Appointments
- Approve Professional Growth Increments
- Approve Out of Class Assignments
- Ratify Resignations/Retirements
- Approve Changes in Position
- Approve Leaves of Absence

6.2 Classified Personnel – (cont.)

- Approve Temporary Assignments
- Approve Additional Hours for On Going 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 Authorization for Board Travel/Conferences

It was moved by Mr. Solorio and seconded by Mr. Labrado to approve the submitted conference and travel by a board member. The motion carried with the following vote: Aye – Ms. Alvarez, Mr. Hanna, Mr. Labrado, Ms. Mendoza Yanez, and Mr. Solorio. Student Trustee Correa’s advisory vote was aye.

7.0 ADJOURNMENT

The next regular meeting of the Board of Trustees will be held on March 24, 2014.

There being no further business, Mr. Solorio declared this meeting adjourned at 7:47 p.m.

Respectfully submitted,

Raúl Rodríguez, Ph.D.
Chancellor

Approved: _____
Clerk of the Board

Minutes approved: March 24, 2014