

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**  
**Santiago Canyon College**  
**8045 E. Chapman Ave., Room H-106**  
**Orange, CA 92869**

**Board of Trustees (Regular meeting)**

**Monday, October 27, 2014**

**MINUTES**

**1.0 PROCEDURAL MATTERS**

1.1 Call to Order

The meeting was called to order at 4:31 p.m. by Mr. Jose Solorio. Other members present were Ms. Claudia Alvarez, Ms. Arianna Barrios, Mr. John Hanna, Mr. Larry Labrado, Ms. Nelida Mendoza Yanez, Mr. Phillip Yarbrough, and Ms. Alana Voechting.

Administrators present during the regular meeting were Mr. John Didion, Dr. Erlinda Martinez, Dr. Raúl Rodríguez, and Dr. John Weispenning. 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. Labrado, Vice President, Board of Trustees, Rancho Santiago Community College District (RSCCD) Board of Trustees.

1.3 Approval of Additions or Corrections to Agenda

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

1.4 Public Comment

All public speakers acknowledged or welcomed board members and administrators to Santiago Canyon College (SCC).

Mr. Derek Miranda, Ms. Tam Nguyen, and Ms. Amanda Skinner, spoke regarding the benefits of being a part of the Associated Student Government at SCC.

Ms. Elizabeth Elchlepp provided an update on the SCC Honors Program and invited board members to visit the program area on campus.

1.4 Public Comment – (cont.)

Ms. Patricia Hall and Ms. Leigh Ann Unger spoke regarding their involvement as classified staff members.

Ms. Diana Casares spoke regarding her position as Coordinator of Student Life at SCC, working with the student leaders, and challenges that staff members encounter.

Ms. Melinda Womack spoke regarding her position as professor of communications and various committees she serves on, the Affordable Care Act, and the proposed Board Policy (BP) 4026 Baccalaureate Degree Programs.

Ms. Victoria Williams and Mr. Morrie Barembaum spoke regarding the proposed BP 4026 Baccalaureate Degree Programs.

Mr. John Smith spoke regarding a board member's comment in the el Don newspaper.

1.5 Approval of Minutes

It was moved by Mr. Labrado and seconded by Ms. Mendoza Yanez to approve the minutes of the meeting held October 13, 2014. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Labrado, Ms. Mendoza Yanez, Mr. Solorio, and Mr. Yarbrough. Student Trustee Voechting's advisory vote was aye.

1.6 Approval of Consent Calendar

It was moved by Mr. Yarbrough 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 4.6 (Purchase Orders) removed from the Consent calendar by Mr. Hanna. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Labrado, Ms. Mendoza Yanez, Mr. Solorio, and Mr. Yarbrough. Student Trustee Voechting's advisory vote was aye.

3.1 Approval of Travel Tour Service Agreement with Good Times Travel

The board approved the Travel Tour Service Agreement with Good Times Travel located in Fountain Valley, California, to provide educational travel tours including renewals as presented.

3.2 Approval of Governet Professional Services Agreement to Continue Support for Curricunet Curriculum Management System

The board approved the five-year (November 1, 2014 to October 31, 2019) professional services agreement with Governet located in Idaho Falls, Idaho, to provide continued hosting and technical support for the Santa Ana College (SAC) Curricunet system.

1.6 Approval of Consent Calendar – (cont.)

3.3 Approval of Taller San Jose Instructional Services Agreement

The board approved the instructional agreement with Taller San Jose located in Santa Ana, California, for program year 2014-2015.

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 September 2014.

4.3 Approval of Quarterly Financial Status Report (CCFS-311Q) for Period Ended September 30, 2014

The board approved the CCFS-311Q report for the period ending September 30, 2014, as presented.

4.5 Approval of Consulting Services with Rose & Tuck

The board approved the consulting services agreement with Rose & Tuck to provide position control project assessment services as presented.

5.1 Approval of Resource Development Items

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

- Basic Skills Initiative (SAC & SCC) \$863,720
- Kaleidoscope Project II – *Augmentation* (SAC) \$ 11,250
- California Community College Student Mental Health – Transition Aged Foster Youth Project (CCC SMHP-TAFY) (SAC) \$ 10,000

1.7 Presentation on College Assistance Migrant Program (CAMP)

Ms. Deisy Covarrubias, Director Special Programs, Student Development Office, Santiago Canyon College, gave a presentation on the College Assistance Migrant Program (CAMP), which included a student testimony by Mr. Eric Resendiz.

1.8 Presentation on Affordable Care Act (ACA)

Mr. Ian Woodhead, Professor/Head Coach, Intercollegiate Athletics, Santiago Canyon College gave a presentation on the Affordable Care Act. Board members received clarification on items related to the presentation.

## **2.0 INFORMATIONAL ITEMS AND ORAL REPORTS**

### **2.1 Report from the Chancellor**

Dr. Rodríguez 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  
Dr. John Weispfenning, President, Santiago Canyon College (SCC)

Dr. Weispfenning thanked staff and board members that assisted with the self-evaluation report and recent accreditation team visit. He indicated that staff will begin working on the recommendations immediately. Dr. Martinez reported that she awaits the arrival of a draft of the accreditation team's report.

### **2.3 Report from Student Trustee**

Ms. Alana Voechting, 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:

Ms. Raquel Manriquez, Student President, Santa Ana College  
Ms. Snow Samão, ASG Senator of Academics, 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**

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

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

Items 4.1, 4.2, 4.3, and 4.5 were approved as part of Item 1.6 (Consent Calendar).

##### **4.4 Quarterly Investment Report as of September 30, 2014**

The quarterly investment report as of September 30, 2014, was presented as information.

##### **4.6 Approval of Purchase Orders**

It was moved by Mr. Yarbrough and seconded by Ms. Mendoza Yanez to approve the purchase order listing for the period August 27, 2014, through October 11, 2014. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Labrado, Ms. Mendoza Yanez, Mr. Solorio, and Mr. Yarbrough; and a vote of abstention from Mr. Hanna due to a potential conflict with his employer. Student Trustee Voechting’s advisory vote was aye.

#### **5.0 GENERAL**

Item 5.1 was approved as part of Item 1.6 (Consent Calendar).

##### **5.2 First Reading of Board Policy**

Board Policy 6610 Opportunities for Local Hires and Local Businesses on District Capital Improvement and Construction Projects was presented for a first reading as an information item. Mr. Hanna explained the policy and its benefit to the students, community, and local businesses. Ms. Barrios and Mr. Solorio asked that the policy include small businesses that are certified at state/national levels as minority-owned, women-owned, and veteran-owned businesses.

##### **5.3 Adoption of Board Policy (BP)**

It was moved by Mr. Yarbrough and seconded by Ms. Alvarez to adopt Board Policy 4026 Baccalaureate Degree Programs. Discussion ensued. Mr. Hanna proposed the following amendment to BP 4026 Baccalaureate Degree Programs: “*These procedures will not adversely impact existing programs in a substantial way.*” The motion carried to approve the amended BP 4026 Baccalaureate Degree Programs with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Labrado, Ms. Mendoza Yanez, Mr. Solorio, and Mr. Yarbrough. Student Trustee Voechting’s advisory vote was aye.

##### **5.4 Review and Discussion of Self-Evaluation Responses from Community and Staff**

The survey responses from community and staff were presented to the board for review and discussion.

### 5.5 Reports from Board Committees

Mr. Hanna provided a report on the October 14, 2014, Board Policy Committee meeting during Item 5.2 (First Reading of Revised Board Policies) and Item 5.3 (Adoption of Board Policy).

Ms. Alvarez provided a report on the October 15, 2014, Board Safety & Security Committee meeting.

### 5.6 Board Member Comments

Board members thanked the students for their reception prior to the board meeting and the students, staff, and faculty for hosting and attending the board meeting on campus.

Board members congratulated Mr. Steve Kawa on his upcoming retirement.

Ms. Mendoza Yanez thanked the CAMP staff for the literature and folder provided to board members.

Ms. Mendoza Yanez thanked Dr. Weispfenning for his support in attending the second anniversary of the Orange Education Center's Communicators Club meeting on October 24, 2014.

Mr. Yarbrough and Ms. Voechting reported they attended the Association of Community College Trustees Leadership Congress in Chicago on October 22-25. Mr. Yarbrough plans to distribute materials on the following topics to board members: a guide to understanding federal financial aid programs for community college trustees and leaders, and ten lessons learned from five years of construction projects. While at the conference, he reviewed the higher education act and spoke with trustees from a college in Texas regarding its baccalaureate program. After networking with student trustees from other community colleges at the conference, Ms. Voechting shared that she was impressed by all that Rancho offers its student trustee.

Mr. Yarbrough reported he attended the Board Safety and Security Committee meeting on October 15.

Ms. Barrios explained that she was absent from the October 13, 2014, board meeting due to her younger son being ill.

Ms. Barrios reported that she and her older son had visited five potential universities and witnessed the support for transfer students at each university. She commented that the student leaders who shared during each visit were all transfer students.

## **RECESS TO CLOSED SESSION**

The board convened into closed session at 7:38 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. Conference with Labor Negotiator (pursuant to Government Code Section 54957.6)  
Agency Negotiator: Mr. John Didion, Executive Vice Chancellor of Human Resources & Educational Services  
Employee Organizations: Faculty Association of Rancho Santiago Community College District  
California School Employees Association, Chapter 579  
California School Employees Association, Chapter 888  
Continuing Education Faculty Association
  
3. Public Employee Discipline/Dismissal/Release (pursuant to Government Code Section 54957[b][1])

Ms. Voechting left the meeting during closed session.

## **RECONVENE**

The board reconvened at 8:13 p.m.

### **Closed Session Report**

Ms. Alvarez reported the board discussed public employment and labor negotiations, and took no reportable action during closed session.

### **Public Comment**

There were no public comments.

## **6.0 HUMAN RESOURCES**

### **6.1 Management/Academic Personnel**

It was moved by Mr. Yarbrough and seconded by Ms. Barrios to approve the following action on the management/academic personnel docket. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Labrado, Ms. Mendoza Yanez, Mr. Solorio, and Mr. Yarbrough.

- Approve Employment Agreements
- Approve Leaves of Absence
- Approve Final Placements

6.1 Management/Academic Personnel – (cont.)

- Approve Changes of Classification
- Ratify Adjusted Effective Date of Resignations/Retirements
- Approve Part-time Hourly New Hires/Rehires
- Approve Non-paid Instructors of Record

6.2 Classified Personnel

It was moved by Mr. Yarbrough and seconded by Ms. Barrios to approve the following action on the classified personnel docket. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Labrado, Ms. Mendoza Yanez, Mr. Solorio, and Mr. Yarbrough.

- Approve Hourly On Going to Contract Assignments
- Approve Longevity Increments
- Approve Out of Class Assignments
- Approve Leaves of Absence
- Ratify Resignations/Retirements
- Approve New Appointments
- Approve Changes in Position
- Approve Temporary Assignments
- Approve Corrections of Assignment
- 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. Yarbrough and seconded by Ms. Barrios to approve the submitted conference and travel by a board member. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Labrado, Ms. Mendoza Yanez, Mr. Solorio, and Mr. Yarbrough.



**7.0 ADJOURNMENT**

The next regular meeting of the Board of Trustees will be held on November 17, 2014.

There being no further business, Mr. Solorio declared this meeting adjourned at 8:14 p.m., in honor of Mr. Steve Kawa, Vice President of Administrative Services, Santiago Canyon College, who plans to retire on November 1, 2014.

Respectfully submitted,

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Raúl Rodríguez, Ph.D.  
Chancellor

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

Minutes approved: November 17, 2014