

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

**Board of Trustees (Regular meeting)**

**Monday, August 22, 2011**

**MINUTES**

**1.0 PROCEDURAL MATTERS**

1.1 Call to Order

The meeting was called to order at 4:56 p.m. by Mr. Brian Conley. Other members present were Dr. David Chapel, Mr. John Hanna, Mr. Andrew Hanson, Mr. Larry Labrado, Mr. Mark McLoughlin, Ms. Lisa Woolery, and Mr. Phillip Yarbrough.

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 the Woolery family: Eric, Lisa, Liam, and Katelin.

1.3 Recognition of Trustee Lisa Woolery

A reception was held prior to the board meeting to honor Ms. Woolery and her accomplishments. During the reception each board member recognized Ms. Woolery and thanked her for her service. Proclamations were presented to Ms. Woolery by Mayor Carolyn Cavecche, City of Orange, and Assemblyman Jeff Miller's office. Certificates were presented to Ms. Woolery from the offices of Congresswoman Loretta Sanchez, California State Senator Mimi Walters, and Supervisor Janet Nguyen on behalf of the County of Orange Board of Supervisors. A plaque honoring Ms. Woolery was presented to her on behalf of the RSCCD Board of Trustees. Dr. Rodríguez recognized Ms. Woolery on behalf of the district. A gift basket from Santiago Canyon College was given to Ms. Woolery by Mr. Vázquez.

Ms. Woolery asked that her comments be included in the minutes as follows:

*"It has been one of the great distinctions of my life to serve on the Rancho Santiago Community College District Board of Trustees.*

*Most importantly, I would like to thank my family: Eric for always supporting me in whatever I want to do. And Liam and Kate, absolutely wonderful kids who have changed the way I wish to spend my time. Thank you to my friends and supporters over the years as well.*

1.3 Recognition of Trustee Lisa Woolery – (cont.)

*I would like to thank the taxpayers of the district for electing me four times, I have tried my best to serve you and ensure the highest quality of higher education possible. I would like to thank our executive management team for providing unflappable and professional service to the district, and to all the professors and support staff at Rancho, thank you for excelling in your professional areas.*

*I am extremely proud of the accomplishments at Rancho Santiago Community College District over my tenure.*

- *The creation of Santiago Canyon Community College.*
- *The long term and stable management team that has guided our district to be a recognized example across the state.*
- *Funding our future retirement liability.*
- *Maintaining a balanced budget especially over the last few years when Sacramento has burdened public education with cuts and gimmicks.*
- *Many new buildings, remodels, sporting facilities, land acquisitions, and assets to the district.*
- *And I am proud of the board as a whole, for in the last several years we have acted as representatives of the community, not political animals. I hope this remains so.*

*For the last 15 years I have gotten to share a small part of myself and promote a value that I think is so important: That hard work, goals and academic achievement can make you who you want to be.*

*Thank you.”*

1.4 Approval of Additions or Corrections to Agenda

It was moved by Mr. Labrado, seconded by Mr. Yarbrough, and carried unanimously to approve a revised page and addendum for Item 3.1 (Management/Academic Personnel) and Item 3.2 (Classified Personnel), and a revised page and addendum for Item 5.23 (Southland Industries for Athletics/Aquatic Complex Review at Santiago Canyon College [SCC]) and 5.24 (Southland Industries for SCC Humanities Building Review).

1.5 Public Comment

Mr. Tom Lutz spoke regarding “Save Our Stadium and Historic Willwick Golf Course.”

Mr. Jeff Hendrix spoke regarding reduction of dance classes at Santiago Canyon College.

1.6 Approval of Minutes

It was moved by Mr. Yarbrough, seconded by Mr. Hanson, and carried unanimously to approve the minutes of the regular meeting held on July 25, 2011.

1.7 Approval of Consent Calendar

It was moved by Mr. Yarbrough, seconded by Mr. Labrado, and carried unanimously to approve the recommended action on the following items as listed on the Consent Calendar (as indicated by an asterisk on the agenda), with the exception of Item 5.11 (Orange County Sanitation District Fees – Settlement Agreement), removed from the Consent Calendar by Mr. Yarbrough.

4.1 Approval of Nursing Agreement Renewal – Anaheim Regional Medical Center  
The board approved this clinical affiliation agreement with the Anaheim Regional Medical Center in Anaheim, California.

4.2 Approval of Fire Technology Agreement Renewal - City of Burbank  
The board approved this agreement renewal for one year with the City of Burbank in California.

4.3 Approval of Fire Technology Agreement Renewal - County of San Bernardino  
The board approved this agreement renewal with the County of San Bernardino in California.

4.4 Approval of Amendment #4 to CJA Agreement – County of Orange  
The board approved this amendment with the County of Orange in Santa Ana, California.

4.5 Approval of Consultancy for Document Imaging – Santa Ana College (SAC) Financial Aid  
The board approved the statement of work and quote from Perceptive Software.

5.1 Approval of Payment of Bills  
The board approved payment of bills as submitted.

5.2 Approval of 2011-2012 Adopted Budget Assumptions  
The board approved the Adopted Budget Assumptions for the 2011-2012 fiscal year as presented.

5.3 Approval of Public Hearing for 2011-2012 Proposed Adopted Budget  
The board approved holding a public hearing on the 2011-2012 proposed Adopted Budget at the September 12, 2011, board meeting.

1.7 Approval of Consent Calendar – (cont.)

- 5.4 Approval of Quarterly Financial Status Report (CCFS-311Q) for period ended June 30, 2011  
The board approved the CCFS-311Q report for the period ending June 30, 2011, as presented.
- 5.6 Approval of Appointments for Measure E Citizens' Bond Oversight Committee  
The board approved the appointments of the Citizens' Bond Oversight Committee as presented.
- 5.7 Approval of Legal Services Agreement with Law Offices of Gregory D. Thatch  
The board approved an additional authorization of \$15,000 for the Law Offices of Gregory D. Thatch to provide legal services as presented.
- 5.8 Adoption of Resolution No. 11-31 – Resolution Soliciting Lease, Design, and Construction Bids for a Memorial at Santa Ana College Orange County Sheriff's Regional Training Academy  
The board adopted Resolution No. 11-31 to solicit bids for the memorial at the SAC Orange County Sheriff's Regional Training Academy as presented.
- 5.9 Approval of Increase to Architect Contract – Westberg+White, Inc.  
The board approved the increase to the architect contract with Westberg+White, Inc., for various projects at SAC as presented.
- 5.10 Approval of Increase to Architect Contract – Westberg+White, Inc.  
The board approved the increase to the architect contract with Westberg+White, Inc., for streetscapes and redesign of college main entry at SAC as presented.
- 5.12 Approval of Lease Agreement with Exarray, Inc.  
The board approved the lease agreement with Exarray, Inc., and authorized the Vice Chancellor of Business Operations and Fiscal Services to execute the agreement on behalf of the district.
- 5.13 Approval of Change Order #1 for Bid #1178 for Improvements to Parking Lots #7, 9, 11, and Pacific Avenue at Santa Ana College  
The board approved change order #1 for Bid #1178 for Ben's Asphalt for improvements to parking lots #7, 9, 11, and Pacific Avenue at SAC as presented.
- 5.14 Adoption of Resolution No. 11-29 – Earthwork for Humanities Building at Santiago Canyon College (SCC)  
The board adopted Resolution No. 11-29 regarding Southern California Grading for Bid #1151 for earthwork for the Humanities building at SCC as presented.

1.7 Approval of Consent Calendar – (cont.)

5.15 Adoption of Resolution No. 11-30 for Concrete for the Loop Road Extension at Santiago Canyon College

The board adopted Resolution No. 11-30 regarding Bid #1136 for Guy Yocom Construction, Inc., for concrete on the Loop Road Extension at SCC as presented.

5.16 Approval of Architect Contract for Production of Statement of Probable Construction Cost at the Orange Education Center (OEC)

The board approved the proposal with R<sup>2</sup>A Architecture to provide a Statement of Probable Construction Cost for OEC as presented.

5.17 Approval of Change Order #1 for Bid #1136 for Concrete for Humanities Building at Santiago Canyon College

The board approved change order #1 for Bid #1136 for Guy Yocom Construction, Inc., for concrete for the Humanities building at SCC as presented.

5.18 Approval of Change Order #2 for Bid #1138 for Structural Steel for Humanities Building at Santiago Canyon College

The board approved change order #2 for Bid #1138 for Blazing Industrial Steel, Inc., for structural steel for the Humanities building at SCC as presented.

5.19 Adoption of Resolution No. 11-32 regarding Intent to Enter into an Easement with City of Orange for Traffic Control at Santiago Canyon College

The board adopted Resolution No. 11-32 regarding intent to enter into an easement with the City of Orange at SCC as presented.

5.20 Adoption of Resolution No. 11-33 regarding Intent to Enter into an Easement with City of Orange for Traffic Right of Way at Santiago Canyon College

The board adopted Resolution No. 11-32 regarding intent to enter into an easement with the City of Orange at Santiago Canyon College as presented.

5.21 Approval of Renewal of Classroom Lease - Orange Unified School District (OUSD)

The board approved the one-year lease of classroom space with OUSD for the period of July 1, 2011, through June 30, 2012, as presented.

5.22 Approval of Southern California Edison Company Electrical Facilities at Humanities Building at Santiago Canyon College

The board approved additional electrical services at SCC as presented.

5.23 Approval of Southland Industries for Athletics/Aquatic Complex Review at Santiago Canyon College

The administration recommends approval of the SCC Athletics/Aquatic complex review as presented.

1.7 Approval of Consent Calendar – (cont.)

5.24 Approval of Southland Industries for Humanities Building Review at Santiago Canyon College

The board approved the SCC Humanities building review as presented.

5.25 Approval of Notice of Completion for Bid #1064 for Baker Electric for Science Building at Santiago Canyon College

The board approved the Notice of Completion for the electrical portion of the Science building at SCC as presented.

5.26 Approval of Notice of Completion for Bid #1065 for Athena Engineering, Inc., for Science Building at Santiago Canyon College

The board approved the Notice of Completion for the HVAC portion of the Science building at SCC as presented.

5.27 Approval of Accuvant Agreement

The board approved the site survey agreement from Accuvant in the amount of \$26,888 as presented.

5.28 Approval of Agreement with The Wright Group

The board authorized the chancellor to renew the agreement with The Wright Group for professional services as presented.

5.29 Approval of Rejection of Bid #1182 – Video Surveillance System and Installation

The board approved rejecting all bids for Bid #1182 – Video Surveillance System and Installation and rebid as presented.

5.30 Independent Contractor

The board approved the employment of Jennifer Walsvick to provide supervision and field instruction to Master of Social Work Student Interns assigned to RSCCD Child Development Services at the rate of \$40 per hour. Dates of service are August 29, 2011, through May 31, 2012. The fee is estimated at \$28,800.

5.31 Approval of Purchase Orders

The board approved the purchase order listing for the period July 10, 2011, through August 6, 2011.

1.7 Approval of Consent Calendar – (cont.)

6.1 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:

- Career and Technical Education Act (CTEA) Title I-C (District Operations/SAC/SCC) \$1,311,927
- NSF TEST:UP – Year 4 (SAC) \$ 138,738
- Talent Search – Year 3 (SAC) \$ 320,832
- UCI Graduate Student/Faculty Internship \$ 37,500

**2.0 INFORMATIONAL ITEMS AND ORAL REPORTS**

2.1 Report from Chancellor

Dr. Raúl Rodríguez, Chancellor, reported that the Board President has called a special board meeting on August 29, 2011, to select a replacement for Trustee Woolery. The district received applications from the following candidates listed in the order the applications were received: Ms. Barbara Mozan who was disqualified because she did not reside in the service area, Ms. Arianna Barrios, Ms. Florice Hoffman, and Mr. Eric Alderete. The special meeting will include discussion of the voting procedure, interviewing of the candidates, and selection of a candidate. The new trustee will be sworn in at the September 12, 2011, board meeting. The appointment will run to the end of the term which is December 7, 2012. The trustee would have the opportunity to run in the November 2012 election if desired.

2.2 Reports from College Presidents

The following college presidents provided reports to the board:

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

2.3 Report from Student Trustee

Mr. Andrew Hanson 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:

- Ms. Evelyn Sanchez, Student President, Santa Ana College
- Mr. Colton Long, Student President, Santiago Canyon 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. Raymond Hicks, Academic Senate President, Santa Ana College

## 2.6 Informational Presentation on the Budget

Mr. Hardash provided an informational presentation on the budget.

Mr. Didion read the charges regarding the following closed session item: Public Employee Discipline/Dismissal/Release (pursuant to Government Code Section 54957[b][1]).

### **RECESS TO CLOSED SESSION**

The board convened into closed session at 6:08 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. Dean
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  
Continuing Education Faculty Association  
Child Development Centers Teachers Association
3. Public Employee Discipline/Dismissal/Release (pursuant to Government Code Section 54957[b][1])

### **RECONVENE**

The board reconvened at 6:50 p.m.

#### Closed Session Report

Mr. McLoughlin reported during closed session the board discussed the abovementioned items and there was no reportable action taken by the board.

#### 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. Hanson, and carried unanimously to approve the following action on the management/academic personnel docket:

- Approve New Job Descriptions
- Approve Permission to Accept Outside Assignments
- Approve Final Salary Placements
- Approve Interim to Permanent Assignments
- Approve Extensions of Interim Assignments
- Approve Appointments
- Approve Changes of Assignments
- Approve Interim Assignments
- Approve Adjusted 2011-2012 Contract Extension Days
- Approve Stipends
- Approve Part-time/Hourly Hires/Rehires
- Approve Non-paid Instructors of Record
- Approve Non-paid Intern Services

#### **3.2 Classified Personnel**

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

- Approve Revised Job Descriptions
- Approve New Appointments
- Approve Hourly On Going to Contract Assignments
- Approve Out of Class Assignments
- Approve Changes in Positions
- Approve Changes in Salary Placements
- Approve New Appointments
- Approve Changes in Locations
- Approve Changes in Positions/Locations
- Approve Return to Regular Assignments
- Ratify Resignations/Retirements
- Approve Temporary Assignments
- Approve Changes in Temporary Assignments
- Approve Additional Hours for On Going Assignments
- Approve Substitute Assignments
- Approve Instructional Associates/Associate Assistants
- Approve Community Service Presenters and Stipends
- Approve Volunteers
- Approve Student Assistant Lists
- Approve C.A.M.P. \$1,200 One Time Student Stipends Summer 2011

### 3.3 Authorization for Board Travel/Conferences

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

## 4.0 **INSTRUCTION**

All items were approved as part of Item 1.7 (Consent Calendar).

## 5.0 **BUSINESS OPERATIONS/FISCAL SERVICES**

Items 5.1, 5.2, 5.3, 5.4, 5.6 through 5.10 and 5.12 through 5.31 were approved as part of Item 1.7 (Consent Calendar).

### 5.5 Quarterly Investment Report as of June 30, 2011

The quarterly investment report as of June 30, 2011, was presented as information.

### 5.11 Approval of Orange County Sanitation District Fees – Settlement Agreement

It was moved by Mr. Yarbrough and seconded by Mr. Labrado to approve the General Release and Settlement Agreement with the Orange County Sanitation District as presented. Discussion ensued. The motion carried unanimously.

## 6.0 **GENERAL**

Item 6.1 was approved as part of Item 1.7 (Consent Calendar).

### 6.2 First Reading of Revised Board Policies

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

- BP9003 (revised) – Membership
- BP9004 (revised) – Trustee Areas
- BP9008 (revised) – Duties of the Officers

### 6.3 Reports from Board Committees

Mr. Labrado provided a report on the August 18, 2011, Board Facilities Committee meeting.

Mr. Hanna provided a report on the August 15, 2011, Board Policy Committee meeting.

#### 6.4 Board Member Comments

Dr. Chapel asked that board members receive details of the process to be used for interviewing trustee candidates prior to the August 29, 2011, meeting.

Several board members expressed best wishes to Ms. Woolery since this was her last meeting as a trustee.

Mr. McLoughlin asked if the process used for interviewing trustee candidates includes time to solicit input from faculty and other organizations. Dr. Rodríguez indicated that time to solicit input had not been included in the process.

Mr. Yarbrough asked that the board meeting be closed in honor of Ms. Woolery.

Mr. Hanna commended Santa Ana College staff/volunteers for distributing 25,000 copies of Santa Ana Partnership literature to the community.

Ms. Woolery thanked board members for their kind words and asked that her speech be included in the minutes.

Mr. Conley extended regrets to Mr. Jeff McMillan for not being able to attend the Academic Senate dinner meeting on August 17.

Mr. Conley reported that he attended a California Student Aid Commission meeting in Sacramento on August 11, 2011.

Mr. Conley commended SAC and SCC presidents on the convocations held on August 19, 2011.

#### 7.0 ADJOURNMENT

A special board meeting will be held on Monday, August 29, 2011, and the next regular meeting of the Board of Trustees will be held on Monday, September 12, 2011. Both meetings will be held at the District office, 2323 North Broadway, Room #107, Santa Ana, California.

There being no further business, Mr. Conley declared this meeting adjourned at 6:50 p.m., in honor of Ms. Lisa Woolery and in recognition of her 15 years of service to the Rancho Community College School District.

Respectfully submitted,

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Dr. Raúl Rodríguez  
Chancellor

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

Minutes approved: September 12, 2011