

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

**Board of Trustees (Regular meeting)**

**Monday, August 24, 2009**

**MINUTES**

**1.0 PROCEDURAL MATTERS**

1.1 Call to Order

The meeting was called to order at 4:32 p.m. by Dr. David Chapel. Other members present were Ms. Gloria Holguin, Mr. John Hanna, Mr. Larry Labrado, Mr. Mark McLoughlin, Ms. Lisa Woolery, and Mr. Phillip Yarbrough. Mr. Brian Conley arrived at the time noted.

Administrators present during the regular meeting were Mr. John Didion, Mr. Peter Hardash, Dr. Edward Hernandez, Jr., Dr. Erlinda Martinez, 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. Jeff McMillan, chemistry professor at Santa Ana College.

1.3 Public Comment

Mr. Ricardo Foreman and Mr. Tom Andrews spoke against a proposed recommendation to cancel the August 31, 2009, special board meeting relating to the budget.

1.4 Approval of Minutes

It was moved by Mr. Yarbrough, seconded by Mr. McLoughlin, and carried unanimously to approve the minutes of the regular meeting held July 27, 2009.

1.5 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, with the exception of Item 5.23 (Approval of Purchase Orders) removed from the Consent Calendar by Mr. Hanna:

4.1 Approval of New OTA Agreement – Mariner Healthcare Center on behalf of Santa Monica Healthcare Center

The board approved this contract with Mariner Healthcare Center on behalf of Santa Monica Healthcare Center in Santa Monica, California.

1.5 Approval of Consent Calendar – (cont.)

4.2 Approval of Renewal of Nursing Program Agreement – California State University, Fullerton

The board approved this clinical affiliation agreement renewal with California State University, Fullerton.

4.3 Approval of Amendment to Criminal Justice Academy (CJA) Agreement - County of Orange

The board approved this amendment to the CJA agreement with the County of Orange in Orange, California.

5.1 Approval of Payment of Bills

The board approved payment of bills as submitted.

5.2 Approval of Contract Renewal – Chancellor’s Office Tax Offset Program (COTOP)

The board authorized renewal of the COTOP contract with the Chancellor’s Office as presented.

5.21 Approval of Agreement with Governet for Installation of Curricunet

The board approved the agreement with Governet as presented.

5.22 Approval of Bid #1128 – Purchase of Printing and Copier Paper

The board accepted the bids and approved awarding Bid #1128 for the purchase of printing and copier paper to Kirk, Liberty Paper & Printing; Unisource; and XPEDX as presented.

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:

- CAMP (College Assistance Migrant Program) – Year 3 (SCC) \$425,000
- Community Colleges Initiative for Egypt (SAC) \$ 11,691
- Community Colleges Summit Initiative Programs (SAC) \$ 20,914
- EdUPlay (District) \$ 79,597
- EMT/Nursing Continuing Education Programs (SAC) \$235,620
- Extending the Pathway Project to the Community College (SAC) \$ 4,312
- Faculty Collaboration for Course Transformation (FACCTS) in Developmental Mathematics (SAC) \$ 9,500
- GEAR UP IV – Year 1 (SAC) \$800,000
- Hoag Hospital Nursing Grant (SAC) \$ 60,000
- NSF (National Science Foundation) Scholarship Grant (SAC) \$ 8,000
- VATAP (Vietnamese American Technical Assistance Program) (District) \$ 50,000

1.5 Approval of Consent Calendar – (cont.)

6.2 Adoption of Resolution No. 09-21 declaring support of Community-wide Census 2010 Community Education Campaign

The board adopted Resolution No. 09-21 affirming RSCCD board and district support of a community-wide public information campaign to educate the public of the importance of completing census 2010 forms.

**2.0 INFORMATIONAL ITEMS AND ORAL REPORTS**

2.1 Report from the Chancellor

Dr. Edward Hernandez, Jr. provided a report to the board.

2.3 Report from Student Trustee (The board president called upon the student trustee to give her report at this time.)

Ms. Gloria Holguin provided a report to the board.

2.2 Report from College Presidents

The following college presidents provided reports to the board:

Dr. Erlinda Martinez, President, Santa Ana College (SAC)  
Mr. Juan Vázquez, President, Santiago Canyon College (SCC)

2.4 Report from Student President

The following student representative provided a report to the board on behalf of the SAC Associated Student Government (ASG) organization:

Mr. Juan Reyes, Student Vice President, Santa Ana College

Mr. Conley arrived at this time.

2.5 Reports from Academic Senate Presidents

The following representatives from the academic senate provided reports to the board:

Mr. Joe Geissler, Academic Senate Vice President, Santiago Canyon College  
Mr. John Zarske, Academic Senate President, Santa Ana College

2.6 Informational Presentation on the Budget

Mr. Hardash provided an update on the budget.

It was moved by Mr. Hanna, seconded by Mr. Conley, and carried unanimously to cancel the the special board meeting related to the budget scheduled for Monday, August 31, 2009.

The State Chancellor's office has not provided sufficient detail and updated program guidelines for the categorical program funding reductions and has extended the adopted budget deadline to October 15, 2009 (original deadline was September 15). Therefore, there are three regular board meetings to discuss the budget before the budget's adoption.

### **RECESS TO CLOSED SESSION**

The board convened into closed session at 6:13 p.m. to consider the following items:

1. Public Employment (pursuant to Section 54957[b][1])
  - a. Full-time Faculty
  - b. Part-time Faculty
  - c. Classified Staff
  - d. Student Workers
  - e. Professional Experts
  - f. Education Administrator Appointments
    - (1) Associate Dean
  
2. Conference with Labor Negotiator (pursuant to 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

### **RECONVENE**

The board reconvened at 6:44 p.m.

#### **Closed Session Report**

Mr. Conley reported the board discussed the aforementioned items, and there was no action taken during closed session.

#### **Public Comment**

There were no public comments.

### **3.0 HUMAN RESOURCES**

#### **3.1 Management/Academic Personnel**

It was moved by Ms. Woolery, seconded by Mr. Labrado, and carried unanimously to approve the following action on the management/academic personnel docket:

- Approve Changes of Assignment
- Ratify Resignations/Retirements
- Approve Stipends
- Approve Part-time to Tenure-track
- Approve Returns to Regular Assignments/Workloads
- Approve Part-time/Hourly Hires/Rehires
- Approve Non-paid Intern Service

#### **3.2 Classified Personnel**

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

- Ratify Reduction in Force Layoffs
- Approve Out of Class Assignments
- Approve Returns to Regular Assignment
- Approve Changes in Location
- Ratify Resignations/Retirements
- Approve Changes in Position
- Approve Leaves of Absence
- Approve Temporary Assignments
- Approve Corrections to Temporary Assignments
- Approve Substitute Assignments
- Approve Miscellaneous Positions
- Approve Instructional Associates/Associate Assistants
- Approve Stipends
- Approve Volunteers

#### **3.3 Public Disclosure of Collective Bargaining Agreement between Rancho Santiago Community College District (RSCCD) and Child Development Centers Teachers Association (CDCTA)**

It was moved by Ms. Woolery, seconded by Mr. Labrado, and carried unanimously to approve amendments to the collective bargaining agreement with the Child Development Centers Teachers Association for the period of July 1, 2009, through June 30, 2011.

3.4 Authorization for Board Travel/Conferences

It was moved by Ms. Woolery, seconded by Mr. Labrado, and carried unanimously to approve board travel/conferences.

3.5 Approval of Company to Provide Executive Search Services for the Position of Chancellor

It was moved by Mr. Hanna and seconded by Mr. Yarbrough to postpone action on this item until the October 26, 2009, board meeting. Discussion ensued. The motion carried unanimously.

**4.0 INSTRUCTION**

All items listed under instruction were approved as part of Item 1.5: Consent Calendar.

**5.0 BUSINESS OPERATIONS/FISCAL SERVICES**

Items 5.1, 5.2, 5.21, and 5.22 were approved as part of Item 1.5: Consent Calendar.

5.3 Quarterly Investment Report as of June 30, 2009

Mr. Hardash presented the quarterly investment report as of June 30, 2009, as information.

Ms. Woolery left the meeting at this time.

5.4 Approval of Agreement: LTI, Inc. to update the master utility plan at Santa Ana College

It was moved by Mr. Yarbrough and seconded by Mr. McLoughlin to approve this agreement with LTI to update the master utility plan at Santa Ana College as presented. Discussion ensued. The motion carried unanimously.

5.5 Approval of Architect Contract: HMC Architects to provide services for Final Project Proposals (FPP) and new Initial Project Proposals (IPP) at Santa Ana College and Santiago Canyon College

It was moved by Mr. Yarbrough, seconded by Mr. McLoughlin, and carried unanimously to approve the standard County of Orange, Schools Legal Services Agreement with HMC Architects to provide design and engineering services for the FPPs and IPPs at Santa Ana College and Santiago Canyon College as presented.

5.6 Approval of Change Order #1 – Bid #1058 – Interior Systems for the New Science Building (Bond Portion) at Santiago Canyon College

It was moved by Mr. Yarbrough, seconded by Mr. McLoughlin, and carried unanimously to approve change order #1, Angeles Contractor, Inc., for Bid #1058, construction of interior systems for the new science building (bond portion) at Santiago Canyon College as presented.

5.7 Approval of Change Order #1 – Bid #1058 – Interior Systems for the New Science Building (State Portion) at Santiago Canyon College

It was moved by Mr. Yarbrough, seconded by Mr. McLoughlin, and carried unanimously to approve change order #1, Angeles Contractor, Inc. for Bid #1058, construction of the interior systems for the new science building (state portion) at Santiago Canyon College as presented

5.8 Approval of Change Order #1 – Bid #1116 – Gym Restroom Addition, Gym Floor Replacement, and Fire Sprinkler Installation at Santa Ana College

It was moved by Mr. Yarbrough, seconded by Mr. McLoughlin, and carried unanimously to approve change order #1, General Consolidated Constructors, Inc. for Bid #1116, construction of gym restroom addition, gym floor replacement, and fire sprinkler installation at Santa Ana College as presented.

5.9 Approval of Change Order #1 – Bid #1120 – Underground Storage Tank Removal: JEM Industries – Santa Ana College

It was moved by Mr. Yarbrough, seconded by Mr. McLoughlin, and carried unanimously to approve change order #1, JEM Industries for Bid #1120, underground storage tank removal at Santa Ana College as presented.

5.10 Approval of Notice of Completion: Bid #1120 – Underground Storage Tank Removal Project at Santa Ana College

It was moved by Mr. Yarbrough, seconded by Mr. McLoughlin, and carried unanimously to approve the notice of completion for the underground storage tank removal project at Santa Ana College as presented.

5.11 Approval of Change Order #1 – Bid #1127 – 12-Inch Fire Water Line at Santa Ana College

It was moved by Mr. Yarbrough, seconded by Mr. McLoughlin, and carried unanimously to approve change order #1, Dominguez Engineering, Inc. for Bid #1127 for the installation of a 12-inch fire water line at Santa Ana College as presented.

5.12 Approval of Change Order #2 – Bid #1063 – Plumbing for the New Science Building (Bond Portion) at Santiago Canyon College

It was moved by Mr. Yarbrough, seconded by Mr. McLoughlin, and carried unanimously to approve change order #2, J.M. Farnan Company, Inc. for Bid #1063 for plumbing services in the Santiago Canyon College science building (bond portion) as presented.

5.13 Approval of Change Order #3 – Bid #1063 – Plumbing for the New Science Building (State Portion) at Santiago Canyon College

It was moved by Mr. Yarbrough, seconded by Mr. McLoughlin, and carried unanimously to approve change order #3, J. M. Farnan Company Inc., for Bid #1063 for plumbing services in the Santiago Canyon College science building (state portion) as presented.

5.14 Approval of Change Order #2 – Bid #1064 – Electrical for the New Science Building (Bond Portion) at Santiago Canyon College

It was moved by Mr. Yarbrough, seconded by Mr. McLoughlin, and carried unanimously to approve change order #2, Baker Electric for Bid #1064 for electrical services in the Santiago Canyon College science building (bond portion) as presented.

5.15 Approval of Change Order #2 – Bid #1064 – Electrical for the New Science Building (State Portion) at Santiago Canyon College

It was moved by Mr. Yarbrough, seconded by Mr. McLoughlin, and carried unanimously to approve change order #2, Baker Electric for Bid #1064 for electrical services in the Santiago Canyon College science building (state portion) as presented.

5.16 Approval for Additional Architectural Services: Miscellaneous SCC Infrastructure Projects

It was moved by Mr. Yarbrough, seconded by Mr. McLoughlin, and carried unanimously to approve the Modified County of Orange Schools Legal Services Agreement with LPA, Inc. in the amount of \$654,720 as presented.

5.17 Approval for Additional Testing Services for the Gym Restroom Addition, Gym Floor Replacement, and Fire Sprinkler Installation at Santa Ana College

It was moved by Mr. Labrado and seconded by Mr. Hanna to approve the agreement to increase compensation to Twining Laboratories for additional testing services as presented. Discussion ensued. The motion carried with one nay vote from Mr. McLoughlin.

5.18 Approval for Additional Testing Services for the Maintenance & Operations (M & O) Building and Parking Lot at Santiago Canyon College

It was moved by Mr. Labrado and seconded by Mr. Hanna to approve the agreement to increase compensation to Twining Laboratories for additional testing services as presented. Discussion ensued. The motion carried with one nay vote from Mr. McLoughlin.

5.19 Approval for Additional Testing Services for Phase III Renovation at Santiago Canyon College

It was moved by Mr. Labrado and seconded by Mr. Hanna to approve the agreement to increase compensation to Twining Laboratories for additional testing services as presented. Discussion ensued. The motion carried with one nay vote from Mr. McLoughlin.

5.20 Approval of Final Progress Payment and Settlement Agreement with Sturgeon General, Inc.

It was moved by Mr. Conley, seconded by Mr. McLoughlin, and carried unanimously to approve the final progress payment and settlement agreement with Sturgeon General, Inc. as presented.

5.23 Approval of Purchase Orders

It was moved by Mr. Yarbrough and seconded by Mr. Labrado to approve the purchase order listing for the period July 12, 2009, through July 31, 2009. Discussion ensued. The motion carried with a vote of abstention from Mr. Hanna.

**6.0 GENERAL**

Items 6.1 and 6.2 were approved as part of Item 1.5: Consent Calendar.

6.3 Appointment of a RSCCD Community Representative (2009-10) to the Orange County Community Colleges Legislative Task Force (OCLTF)

It was moved by Mr. Hanna and seconded by Mr. Yarbrough to postpone action on this item until the September 14, 2009, board meeting. Discussion ensued. The motion carried to postpone action on selecting a community member representative to serve on the 2009-10 Orange County Community Colleges Legislative Task Force until the chancellor, working with board members, makes a recommendation to the board.

#### 6.4 Board of Trustees Annual Self Evaluation 2009

It was moved by Mr. Yarbrough and seconded by Mr. Conley to conduct the board's self-evaluation at this time and officially receive and file the evaluation survey results.

As the final step of the evaluation process, Dr. Hernandez asked board members to review the evaluation survey results.

Mr. Conley, Mr. McLoughlin, and Mr. Hanna thanked Dr. Bonnie Jaros and the accreditation taskforce for their hard work in completing the accreditation requirements. Mr. McLoughlin asked if there was anything remaining that the board needed to complete in order to comply with accreditation requirements. Dr. Jaros commended the board on completing a new process of accreditation requirements collegially with the chancellor, administration, and faculty. Since the process was under deadline this year, she recommended the board follow the established timeline as it worked on next year's goals and self-evaluation survey. She encouraged the board to discuss the survey results. Dr. Jaros suggested that next year's survey have a qualitative analysis rather than a quantitative analysis. Mr. McLoughlin commented that the survey results assist the board in continually improving itself.

Mr. Hanna commended the board on completing the accreditation requirements in a collegial manner with the accreditation taskforce. He indicated the board has significantly improved its self-evaluation process this year. For accreditation purposes, he asked Ms. Lucarelli to provide details in the minutes regarding the board's discussion on the results of its self-evaluation survey.

Mr. Hanna asked that it be noted in the minutes that at its July 27, 2009, board meeting; the board received and reviewed the results of the RSCCD Board Evaluation survey results that were completed by 14 individuals. The board reviewed those results before each board member completed its self-evaluation survey. Mr. Hanna stated the board realizes there is strong support from individuals that completed the evaluation survey.

Upon reviewing the results of the board's self-evaluation survey, Mr. Hanna indicated most comments found the board in a positive light, and he felt the board is willing to work on areas that need improvement. He noted that the chancellor's annual evaluation and the board's self-evaluation are areas the board has improved.

Mr. Hanna expressed appreciation for the 14 individuals who completed the board evaluation survey and the suggestion to move closed session from the middle of a board meeting to the beginning or close of a board meeting. He indicated the board plans to review suggestions given by individuals and board members as it begins the process of setting board goals (as opposed to district goals) for next year.

In reference to the accreditation commissioner's report, Mr. Hanna noted the mention of the board's communication with staff. He stated that in the board's evaluation results, 86% of board members and 66% of the 14 individuals surveyed indicated the board followed proper communication procedures with staff.

After reviewing the board's self-evaluation survey results, Mr. Labrado asked that the board seek improvement of its knowledge of college education programs and services.

The motion carried unanimously to conduct the board's self-evaluation and officially receive and file the evaluation survey results.

6.5 Board Policy Committee Report

Trustee Conley provided an informational report on the August 18, 2009, Board Policy Committee meeting.

6.6 RSCCD Foundation Report

Trustee Hanna provided an informational report on the RSCCD Foundation.

6.7 Approval of Appointment to Community College League of California (CCLC) Advisory Committee on Legislation (ACL)

It was moved by Mr. Yarbrough and seconded by Mr. Conley to approve Trustee Hanna's appointment to the CCLC Advisory Committee on Legislation during the 2009-2010 calendar year. Discussion ensued. The motion carried unanimously.

6.8 Board Member Comments

Mr. Yarbrough expressed concern regarding the recent letter of response from the Campaign for College Opportunity.

Mr. Yarbrough commended staff on working hard on recent budget reductions.

Mr. Hanna thanked board members for their support in pursuing a tribute fundraiser for the chancellor in Spring 2010.

Mr. Conley reported on his recent trip to Sacramento. While there, he met with Assemblyman Paul Fong and Lt. Governor John Garmendi.

Dr. Chapel indicated he is looking forward to the beginning of the academic year and asked that athletic event schedules be provided to the board.

Dr. Chapel reported he met with both academic senate presidents recently and hopes to do this on a frequent basis in the future.

**7.0 ADJOURNMENT**

The Board of Trustees cancelled the special board meeting that was to be held on Monday, August 31, 2009, for the purpose of reviewing the budget.

The next regular meeting of the Board of Trustees will be held on September 14, 2009 at the District office, 2323 North Broadway, Room #107, Santa Ana, California.

There being no further business, Dr. Chapel declared this meeting adjourned at 7:49 p.m.

Respectfully submitted,

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Eddie Hernandez, Jr., Ed.D.  
Chancellor

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

Minutes approved: September 14, 2009