

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

Board of Trustees (Regular meeting)

Tuesday, January 17, 2012

MINUTES

1.0 PROCEDURAL MATTERS

1.1 Call to Order

The meeting was called to order at 4:32 p.m. by Mr. Phillip Yarbrough. Other members present were Ms. Arianna Barrios, Mr. Brian Conley, Mr. John Hanna, Mr. Larry Labrado, Mr. Mark McLoughlin, and Mr. Andrew Hanson. Dr. David Chapel was not in attendance due to family matters.

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 Mrs. Anita Lucarelli, Executive Assistant to the Rancho Santiago Community College District Board of Trustees.

1.3 Approval of Additions or Corrections to Agenda

It was moved by Mr. Conley, seconded by Mr. Hanson, and carried unanimously to approve addendums for Item 3.2 (Classified Personnel) and Item 5.6 (Award of Bid #1179 – College Avenue Street Alignment, Cul-De-Sac, Parking Lot Expansion, New Soccer Field and Football Facilities at Santa Ana College [SAC]).

1.4 Public Comment

Mr. Aaron O'Brian (Los Angeles Engineering, Inc.) and Mr. Chris Olguin (Jeff Tracy, Inc. DBA Land Forms Construction) spoke regarding Item 5.6 (Award of Bid #1179 – College Avenue Street Alignment, Cul-De-Sac, Parking Lot Expansion, New Soccer Field and Football Facilities at SAC).

1.5 Approval of Minutes

It was moved by Mr. Conley, seconded by Mr. Hanson, and carried unanimously to approve the minutes of the regular meeting held December 5, 2011.

1.6 Approval of Consent Calendar

It was moved by Mr. McLoughlin, seconded by Mr. Hanson, 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 5.3 (Nonresident Fees for 2012-2013) and Item 5.6 (Awarding Bid #1179 – College Avenue Street Alignment, Cul-De-Sac, Parking Lot Expansion, New Soccer Field and Football Facilities at Santa Ana College) removed from the Consent Calendar by Mr. Yarbrough, and Item 5.20 removed by the Consent Calendar by Mr. Hanna.

- 4.1 Approval of Nursing Agreement Renewal – Kindred Hospital Westminster
The board approved the clinical agreement with Kindred Hospital Westminster.
- 5.1 Approval of Payment of Bills
The board approved payment of bills as submitted.
- 5.2 Approval of Budget Transfers and Budget Increases/Decreases
The board approved budget transfers, increases, and decreases during the months of November 2011 and December 2011.
- 5.4 Approval of Amendment to Agreement with HMC Architects for Architectural/Engineering Services for Dunlap Hall at Santa Ana College
The board approved the amendment to the agreement with HMC Architects to provide architectural and engineering services as presented.
- 5.5 Approval of Additional Consulting Services, Phase III – The Dolinka Group
The board approved the additional consulting services for Phase III by The Dolinka Group as presented.
- 5.8 Approval of Additional Architectural Services for Humanities Building at Santiago Canyon College (SCC)
The board approved additional services provided by LPA, Inc., in the amount of \$4,500 as presented.
- 5.9 Approval of Architect Change Order for Infrastructure Projects at Santiago Canyon College
The board approved additional services in the amount of \$36,000 plus \$3,600 in reimbursable expenses to LPA, Inc., as presented.
- 5.10 Adoption of Resolution No. 12-01 - Plumbing for Athletic/Aquatic Complex at Santiago Canyon College
The board adopted Resolution No. 12-01 for Interpipe Construction, Inc., for Bid #1140 for plumbing for the Athletic/Aquatic Complex at SCC as presented.

1.6 Approval of Consent Calendar – (cont.)

5.11 Adoption of Resolution No. 12-02 - Concrete for Athletic/Aquatic Complex at Santiago Canyon College

The board adopted Resolution No. 12-02 for Guy Yocom Construction, Inc., for Bid #1140 for concrete for the Athletic/Aquatic Complex at SCC as presented.

5.12 Approval of Change Order #3 for Bid #1138 - Structural Steel at Athletic/Aquatic Complex at Santiago Canyon College

The board approved change order #3 for Blazing Industrial Steel, Inc., for Bid #1138 for structural steel for the Athletic/Aquatic Complex at SCC as presented.

5.13 Approval of Change Order #2 for Bid #1139 - Electricity for Loop Road Extension at Santiago Canyon College

The board approved change order #2 for Bid #1139 for Dynalectric for electricity for the Loop Road Extension at SCC as presented.

5.14 Approval of Change Order #4 for Bid #1139 - Electricity for Humanities Building at Santiago Canyon College

The board approved change order #4 for Bid #1139 for Dynalectric for electricity for the Humanities building at SCC as presented.

5.15 Approval of Change Order #3 for Bid #1141 - HVAC for Humanities Building at Santiago Canyon College

The board approved change order #3 for Bid #1141 for West Tech Mechanical for HVAC for the Humanities building at SCC as presented.

5.16 Approval of Change Order #4 for Bid #1147 - Interiors for Humanities Building at Santiago Canyon College

The board approved change order #4 for Bid #1147 for Inland Empire Architectural Specialties for interiors for the Humanities building at SCC as presented.

5.17 Approval of Notice of Completion for Bid #1139 - Dynalectric for Electricity for Santiago Canyon Entry and Parking Lot at Santiago Canyon College

The board approved the notice of completion for landscaping of the Santiago Canyon entry and parking lot at SCC as presented.

5.18 Approval of Notice of Completion for Bid #1140 - Interpipe Construction, Inc. for Plumbing of Santiago Canyon Entry and Parking Lot at Santiago Canyon College

The board approved the notice of completion for plumbing of the Santiago Canyon entry and parking lot at SCC as presented.

1.6 Approval of Consent Calendar – (cont.)

5.19 Approval of Notice of Completion for Bid #1147 – Inland Empire Architectural Specialties for Signage at Santiago Canyon Entry and Parking Lot at Santiago Canyon College

The board approved the notice of completion for the signage at Santiago Canyon entry and parking lot at SCC as presented.

5.21 Approval of Bid #1183 for District-Wide Video Surveillance System, Installation and Integration

The board accepted the bids and approved awarding Bid #1183 for District-Wide Video Surveillance System, Installation and Integration to IES Commercial, Inc., as presented.

5.22 Approval of Purchase Orders

The board approved the purchase order listing for the period November 19, 2011, through December 17, 2011.

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:

- California Mathematics Diagnostic Testing Project (MDTP) (SAC) \$ 25,389
- CalWORKs/TANF/Child Care (SAC/District) \$306,281
- Center for International Trade Development (CITD) State Trade and Export Program (STEP) (District) \$ 39,413
- Center for International Trade Development (CITD) STEP Global Trade Summit (District) \$ 15,000
- Job Development, Training, and Placement Program for the Disabled – Workability III – Augmentation (SAC) \$ 70,000
- Network for a Healthy California (District) \$107,139
- Strengthening transfer Education and Matriculation in STEM (STEM²) – Year 1 (SCC) \$140,499

1.7 Public Hearing – Continuing Education Faculty Association (CEFA) Initial Bargaining Proposal to Rancho Santiago Community College District

There were no public comments.

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 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

Ms. Evelyn Sanchez, Student President, Santa Ana College provided a report to the board.

There was no representation from 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.

2.7 Informational Presentation on the Accountability Reporting for the Community Colleges (ARCC)

Mr. John Didion, Executive Vice Chancellor, Human Resources & Educational Services; and Ms. Nga Pham, RSCCD Director of Research; provided a presentation on the ARCC report to the board.

It was explained that ARCC, as mandated by AB1417, requires California community colleges to provide a framework for system performance evaluation. A report is produced by the State Chancellor's Office based upon data submitted by each college. ARCC provides an annual report to the legislators, sets standards for accountability and results for California community colleges, and reports outcomes for each college and systemwide. Each college is required to present the data to its board as information and for discussion. The ARCC report does not rank colleges against each other and is not attached to any funding mechanism.

Ms. Pham presented the 2011 reports for Santa Ana College, Santiago Canyon College, and Rancho Santiago CED (non-credit program) that includes student progress and achievement relating to attainment of degrees and certificates, transfers to four-year universities, student progress and achievement in vocational and

2.7 Informational Presentation on the Accountability Reporting for the Community Colleges (ARCC) – (cont.)

workforce courses and programs, pre-collegiate improvement rates for basic skills, English as a Second Language programs, and career development and college preparation for non-credit programs.

Ms. Pham explained that in the past, non-credit data was reported independently from Santa Ana College and Santiago Canyon College (credit) data. Beginning in Fall 2009, the District began attributing the non-credit (Rancho Santiago CED) data to the college at which it was generated. Due to the addition of these students into the credit reports, both the headcounts and demographic distributions of the SAC and SCC reports changed. The ARCC reports are based on multi-year tracking; therefore, the Rancho Santiago CED report will continue to display data based on the “old” reporting and will no longer display data when those reports have run their course.

She stated the colleges’ performance indicators are consistent with prior years and there was a slight increase/decrease in some indicators. When compared to peer colleges, some indicators are slightly lower and staff continues to strategize for ways to improve in these areas.

Regarding Table 1.2 on SAC’s report, Ms. Pham stated the term-to-term persistence rate for Fall 2008 to Fall 2009 dropped by 22%. After researching this drop, Ms. Pham found two possible reasons: 1) a tremendous reduction of courses offered due to budget reductions and 2) the district’s transition from GLink to Datatel operating systems for registration. For those students who do not provide a social security number, the district provides an alternate identification number. GLink and Datatel do not share the same identification numbers so those students without social security numbers in the system do not have a common denominator to link them. The district inadvertently did not submit a file that merged the two identification numbers for these students. Staff has resubmitted files to reflect an approximate 11% increase in SAC’s term-to-term persistence.

Regarding Table 1.5 on SCC’s report, Ms. Pham stated that the improvement rates for English as a Second Language (ESL) programs for 2006-2007 to 2008-2009 dropped by 23% when compared to 2007-2008 to 2009-2010. After researching this drop, college staff found the following two reasons for the drop in rates: 1) courses had been coded wrongly and 2) changes in small programs can result in high volatility when numbers are converted to percentages.

Staff acknowledges the value of these system-wide reports; however, staff also uses other locally-produced reports and data for continuous assessment at the program and college level. Staff continues to work as a team to ensure data integrity that reflects local efforts toward student learning.

Mr. Didion indicated the “12 Measures of Success,” RSCCD’s locally-generated evaluation tool, will be presented to the board at its planning session on February 6.

2.7 Informational Presentation on the Accountability Reporting for the Community Colleges (ARCC) – (cont.)

Since staff has researched the problems with the GLink to Datatel conversion and found an 11% discrepancy, Mr. McLoughlin asked for the cause of the additional 11% decrease.

Mr. Didion indicated a possibility for the additional decrease may be that first-time students (freshmen) are not offered priority registration; therefore, are not able to enroll in the classes desired.

Mr. McLoughlin does not see a reflection of “less students taking more classes” in this report as indicated previously by staff.

Mr. Didion stated that SAC Table 1.1a covers a one-year period and Table 1.1 covers a five-year period; therefore, the differences in Table 1.1a would not be as evident as in Table 1.1.

Mr. Hanna asked if staff were surprised that the same change wasn't evident on SCC's report (as SAC's report). Ms. Pham indicated they reviewed both colleges. SAC had 1,997 new first-time students with a minimum of 6 units and 525 students without social security numbers. SCC had 1,455 first-time students with a minimum of 6 units and 93 students without social security numbers.

Mr. Labrado asked if other areas in the reports would increase once corrections are made to the reports. Ms. Pham indicated Fall 2009 and Fall 2010 may have a slight change and it is hopeful the state chancellor's office will work with district staff to correct past figures.

Mr. Labrado asked what is being done to ensure future reports will be reported correctly. Ms. Pham stated that staff will learn from their mistakes and not repeat them.

Discussion ensued regarding the state assigning identification numbers to students throughout the state.

Mr. Conley left the meeting at this time.

RECESS TO CLOSED SESSION

The board convened into closed session at 6:22 p.m. to consider the following items:

1. Public Employment (pursuant to Government Code Section 54957[b][1])
 - a. Part-time Faculty
 - b. Classified Staff
 - c. Student Workers
 - d. Professional Experts
 - e. Academic Director

2. Conference with Legal Counsel: Existing Litigation (pursuant to Government Code Section 54956.9[a])

Chidester/Hicks v. Rancho Santiago Community College District et al, Orange County Superior Court Case No. 30-2010-00407356

3. Conference with Legal Counsel: Anticipated/Potential Litigation (pursuant to Government Code Section 54956.9[b]-[c]) (2 cases)
4. 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
Non-represented Employees
5. Public Employee Performance Evaluation (pursuant to Government Code Section 54957)
 - a. Chancellor
6. Public Employee Discipline/Dismissal/Release (pursuant to Government Code Section 54957[b][1])

RECONVENE

The board reconvened at 6:55 p.m.

Closed Session Report

Ms. Barrios reported during closed session the board discussed public employment, public employee discipline, pending and anticipated litigation, and conferred with its labor negotiator. In addition, the board voted unanimously (Dr. Chapel and Mr. Conley absent) to suspend Ms. Sandra Shinn, Child Development Master Teacher, for two days.

Public Comment

There were no public comments.

3.0 HUMAN RESOURCES

3.1 Management/Academic Personnel

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

- Approve Permanent 2011-2012 Cabinet Salary Schedule Reflecting 1.053% Adjustment, Effective July 1, 2011

3.1 Management/Academic Personnel – (cont.)

- Approve Permanent 2011-2012 Management Salary Schedule Reflecting 1.053% Adjustment, Effective July 1, 2011
- Approve 2011-2012 Academic Management/Cabinet Step Increases, Effective July 1, 2011
- Approve 2011-2012 Classified Management Step Increases, Effective July 1, 2011
- Approve Adjusted Salary per Employment Agreements
- Approve Appointments
- Approve Extensions of Emergency Employment of Retired STRS Members
- Approve Changes of Assignments
- Approve Interim Assignments
- Approve Adjusted End Date for Leaves of Absence
- Approve Leaves of Absence
- Approve Additional Contract Extension Days for 2011-2012
- Approve Contract Extension Days for 2011-2012
- Approve Adjusted Effective Dates/Locations for Leaves of Absence
- Approve Adjusted Salary for Changes of Classification
- Approve Stipends
- Approve Part-time Hourly Hires/Rehires
- Approve Non-paid Intern Services

3.2 Classified Personnel

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

- Approve Permanent 2011-2012 CSEA Salary Schedule Reflecting 1.053% Adjustment, Effective July 1, 2011
- Approve 2011-2012 CSEA Step & Longevity Increments
- Approve New Appointments
- Approve Changes in Positions
- Approve Hourly On Going to Contract Assignments
- Approve Out of Class Assignments
- Approve Leaves of Absence
- Ratify Resignations/Retirements
- Approve 2011-2012 CSEA Longevity Increments
- Approve New Appointments
- Approve Out of Class Assignments
- Approve Temporary Assignments
- Approve Additional Hours for On Going Assignments
- Approve Substitute Assignments
- Approve Miscellaneous Positions
- Approve Instructional Associates/Associate Assistants

3.2 Classified Personnel – (cont.)

- Approve Community Service Presenters and Stipends
- Approve Student Assistant Lists

3.3 Presentation of Rancho Santiago Community College District Initial Bargaining Proposal to Continuing Education Faculty Association (CEFA)

It was moved by Mr. McLoughlin, seconded by Mr. Hanson, and carried unanimously to receive and file the district's initial bargaining proposal to CEFA and schedule a public hearing for February 6, 2012.

3.4 Approval of Public Disclosure of Collective Bargaining Agreement between Rancho Santiago Community College District and California School Employees Association (CSEA), Chapter 579

It was moved by Mr. McLoughlin, seconded by Mr. Hanson, and carried unanimously to approve the agreement with CSEA, Chapter 579, for the period of July 1, 2011, through June 30, 2013.

3.5 Ratification of December 2011 Holiday Closure for Management Employees

It was moved by Mr. McLoughlin, seconded by Mr. Hanson, and carried unanimously to ratify December 19, 20, 21, 22, and 23, 2011, as paid holidays for management employees.

3.6 Authorization for Board Travel/Conferences

It was moved by Mr. McLoughlin, seconded by Mr. Hanson, and carried unanimously to approve the submitted conference and travel by board members.

4.0 INSTRUCTION

Item 4.1 was approved as part of Item 1.6 (Consent Calendar).

5.0 BUSINESS OPERATIONS/FISCAL SERVICES

Items 5.1, 5.2, 5.4, 5.5, 5.8 through 5.19, 5.21, and 5.22 were approved as part of Item 1.6 (Consent Calendar).

5.3 Approval of Nonresident Fees for 2012-2013

It was moved by Mr. Labrado and seconded by Mr. Hanson to establish the nonresident tuition fee at \$179 per unit, the capital outlay fee at \$24 per unit, and the application fee at \$25 for 2012-2013 as presented. Discussion ensued. The motion carried unanimously.

5.6 Approval of Awarding Bid #1179 – College Avenue Street Alignment, Cul-De-Sac, Parking Lot Expansion, New Soccer Field and Football Facilities at Santa Ana College

It was moved by Mr. McLoughlin and seconded by Mr. Hanson to award Bid #1179 for the College Avenue street alignment, cul-de-sac, parking lot expansion, new soccer field and football facilities at SAC to Land Forms Construction as presented. Discussion ensued. The motion carried unanimously.

5.20 Approval of Orange County Sanitation District Agreement regarding the Imposition and Payment of Capital Facilities Capacity Charges

It was moved by Mr. Hanna and seconded by Mr. Labrado to approve the agreement regarding the imposition and payment of capital facilities capacity charges with the Orange County Sanitation District as presented. Discussion ensued. The motion carried unanimously.

Dr. Rodríguez reminded the board that Item No. 5.7 was not on the Consent Calendar; therefore, needed to be heard by the board.

5.7 Approval of Addendum to Environmental Impact Report (EIR) for Santa Ana College

It was moved by Mr. Labrado and seconded by Mr. Hanson to approve the addendum to the SAC Environmental Impact Report as presented. Discussion ensued. The motion carried unanimously.

6.0 GENERAL

Item 6.1 was approved as part of Item 1.6 (Consent Calendar).

6.2 Adoption of Revised Board Policies

It was moved by Mr. Hanna, seconded by Mr. McLoughlin, and carried unanimously to postpone action on the adoption of revisions to the following policies due to Dr. Chapel's absence:

BP9003 (revised) – Membership
BP9004 (revised) – Trustee Areas

6.3 Reports from Board Committees

Mr. Labrado provided a report on the January 17, 2012, Board Facilities Committee meeting.

Since Mr. Conley had left the board meeting earlier, he was not present to provide a report on the January 11, 2012, Board Legislative Committee meeting.

6.4 Board Member Comments

Mr. Hanson reported that in discussions with students held last semester, the majority of students are not expected to be affected by tuition fee increases since most Rancho students receive assistance through the Board of Governors Fee Waiver program.

Mr. Yarbrough asked that last year's RSCCD goals be forwarded to the board for review prior to the February 6th Board Planning Session.

Mr. Yarbrough reported that he attended the recent groundbreaking ceremony for the Orange County Peace Officers' Memorial and plans to attend the upcoming Academic Senate meetings for both colleges.

Mr. Yarbrough congratulated Mr. Hanna on his recent appointment by Governor Jerry Brown as General Counsel for the Department of Corporations.

Mr. Hanna asked that other community colleges be contacted regarding policies on trustees' voting procedures in relation to the student trustee's advisory vote. After this information is received, Mr. Hanna asks that a Board Policy Committee meeting be scheduled to discuss the matter and that Mr. Hanson be included in the planning of the committee meeting.

7.0 ADJOURNMENT

The next meeting of the Board of Trustees will be a Board Planning Session on February 6, 2012; the next regular meeting of the Board of Trustees will be on February 27, 2012.

There being no further business, Mr. Yarbrough declared this meeting adjourned at 7:14 p.m. in memory of the recent passing of Dr. Chapel's father, Ms. Barrios' mother-in-law, and Mr. Hanna's mother.

Respectfully submitted,

Raúl Rodríguez, Ph.D.
Chancellor

Approved: _____
Clerk of the Board

Minutes approved: February 6, 2012