

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

Board of Trustees
(Regular meeting and Board Planning Session)

Tuesday, February 19, 2013

MINUTES

1.0 PROCEDURAL MATTERS

1.1 Call to Order

The meeting was called to order at 4:38 p.m. by Ms. Arianna Barrios. Other members present were Ms. Claudia Alvarez, Mr. Larry Labrado, Ms. Nelida Mendoza Yanez, Mr. Jose Solorio, Mr. Phillip Yarbrough, and Mr. Ryan Ahari. Mr. John Hanna was absent due to illness.

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. Steve Eastmond, Professor, Physical Science at Santa Ana College (SAC).

1.3 Approval of Additions or Corrections to Agenda

There were no additions or corrections to the agenda.

1.4 Public Comment

There were no public comments.

1.5 Approval of Minutes

It was moved by Mr. Yarbrough, seconded by Mr. Solorio, and carried unanimously to approve the minutes of the regular meeting held February 4, 2013.

1.6 Approval of Consent Calendar

It was moved by Mr. Yarbrough, seconded by Ms. Alvarez, and carried unanimously to approve the recommended action on the following items (as indicated by an asterisk on the agenda) on the Consent Calendar:

5.1 Approval of Payment of Bills

The board approved payment of bills as submitted.

5.2 Approval of Additional Consulting Services Agreement – Facilities Planning & Program Services, Inc.

The board approved the consulting services agreement for Facilities Planning & Program Services, Inc. as presented through June 30, 2013.

5.3 Approval of Additional Geotechnical Testing Services for Soccer Field and Football Facilities at Santa Ana College

The board approved the additional testing services for the SAC soccer field and football facilities from Koury Geotechnical Services, Inc. as presented.

5.4 Approval of Change Order #4 for Bid #1179 – Soccer Field and Football Facilities at Santa Ana College

The board approved change order #4 for Bid #1179 for Los Angeles Engineering Inc. for the soccer field and football facilities at SAC as presented.

5.5 Adoption of Resolution No. 13-02 - Plumbing for Athletic/Aquatic Complex at Santiago Canyon College (SCC)

The board adopted Resolution No. 13-02 for Interpipe Construction, Inc. for change order #9 for Bid #1140 for plumbing for the Athletic/Aquatic complex at SCC as presented.

5.6 Adoption of Resolution No. 13-07 - Landscaping for Athletic/Aquatic Complex at Santiago Canyon College

The board adopted Resolution No. 13-07 for Tropical Plaza Nursery, Inc. for Bid #1134 for landscaping for the Athletic/Aquatic complex at SCC as presented.

5.7 Adoption of Resolution No. 13-08 - Concrete for Loop Road Extension at Santiago Canyon College

The board adopted Resolution No. 13-08 for Guy Yocom Construction, Inc. for Bid #1136 for concrete for the Loop Road Extension at SCC as presented.

5.8 Adoption of Resolution No. 13-10 - Plumbing for Athletic/Aquatic Complex at Santiago Canyon College

The board adopted Resolution No. 13-10 for Interpipe Construction, Inc. for change order #10 for Bid #1140 for plumbing for the Athletic/Aquatic complex at SCC as presented.

1.6 Approval of Consent Calendar – (cont.)

5.9 Approval of Additional Geotechnical Observation & Testing Services for Humanities Building at Santiago Canyon College

The board approved additional fees for Ninyo & Moore for geotechnical observation and testing services for the Humanities building at SCC as presented.

5.10 Approval of Additional Testing Services for Humanities Building at Santiago Canyon College

The board approved additional testing services for the Humanities building at SCC as presented.

5.11 Approval of Change Order #8 for Bid #1136 – Concrete for Humanities Building at Santiago Canyon College

The board approved change order #8 for Bid #1136 for Guy Yocom Construction, Inc. for concrete for the Humanities building at SCC as presented.

5.12 Approval of Change Order #11 for Bid #1139 – Electricity for Athletic/Aquatic Complex at Santiago Canyon College

The board approved change order #11 for Bid #1139 for Dynalectric, Inc. for electricity for the Athletic/Aquatic complex at SCC as presented.

5.13 Approval of Change Order #12 for Bid #1139 – Electricity for Humanities Building at Santiago Canyon College

The board approved change order #12 for Bid #1139 for Dynalectric for electricity for the Humanities building at SCC as presented.

5.14 Approval of Change Order #6 for Bid #1147 – Interiors for Athletic/Aquatic Complex at Santiago Canyon College

The board approved change order #6 for Bid #1147 for Inland Empire Architectural Services for interiors for the Athletic/Aquatic complex at SCC as presented.

5.15 Approval of Change Order #3 for Bid #1183 – IES Commercial, Inc. for the Video Surveillance System

The board approved change order #3 for IES Commercial, Inc. for the district-wide video surveillance system as presented.

5.16 Approval of Corrected Fiscal Impact Amount for Bid #1204 – Purchase of DMU 50 Universal DMG 5-Axis Milling Machine

The board approved the corrected fiscal impact amount for Bid #1204 – Purchase of DMU 50 Universal DMG 5-Axis Milling Machine to Ellison Technologies as presented.

1.6 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:

- Capacity Building Grant – EdUPlay Program (District) \$100,000

6.2 Adoption of Resolution No. 13-09 – Children and Families Commission of Orange County (F14-CB-12)

The board adopted Resolution No. 13-09 with the Children and Families Commission of Orange County 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.

6.3 Adoption of Revision to District Mission – Board Policy 1200

The board waived the first and second reading, and adopted the revision to Board Policy 1200.

6.4 Approval of Consulting Services Contract – McCallum Group, Inc.

The board approved the contract for consulting services with McCallum Group, Inc. as presented.

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 BOARD PLANNING SESSION

2.1 Adoption of Rancho Santiago Community College District (RSCCD) Planning Design Manual

Mr. Didion explained the process of developing the RSCCD Planning Design Manual that began in October 2012 with objectives to 1) improve links between the planning and budgeting process to meet accreditation standards, 2) accurately reflect district-wide and college planning cycles, 3) establish RSCCD goals as the foundation for college planning, and 4) provide for an annual progress report to the board on RSCCD goals and objectives. The major planning components included the mission, comprehensive master plan, RSCCD strategic plan, resource allocation model, and assessment. The District Council initiates review of the mission statement every three years; the next review is scheduled to be held in 2015. Any modifications to the mission statement will be presented to the Board Policy Committee for consideration.

Mr. Didion stated that the RSCCD comprehensive master plan has a ten-year planning cycle to identify the challenges, goals, and facilities and technology infrastructure needs to support programs and services for the next decade; the next planning cycle is scheduled to begin in 2021.

2.1 Adoption of Rancho Santiago Community College District (RSCCD) Planning Design Manual - (cont.)

Mr. Didion explained the strategic plan is a three-year plan based on the RSCCD goals. The three strategic planning cycles are scheduled for 2013-2016, 2016-2019, and 2019-2022. By using the RSCCD goals, the strategic plan will identify the objectives needed to achieve the goals, identify the responsible party to oversee and complete each objective, and provide a target date for completion.

Mr. Didion indicated the resource allocations include budget assumptions which guide the budgeting process. The assumptions are to be developed by using the RSCCD goals/objectives, priorities identified by participatory governance committees and approved by District Council, review of the effectiveness of prior year allocations, maintenance of appropriate reserves for contingencies, mandates from external agencies, and plans for payments of future obligations.

Mr. Didion explained that the planning and decision-making assessment ensures continuous quality improvement and occurs every three years; with future review cycles to occur in 2015 and 2018.

Mr. Didion stated that the RSCCD participatory governance committee membership includes district and college administration, SAC and SCC academic senates, Faculty Association of RSCCD, Classified School Employees Association, and student leadership.

Ms. Alvarez asked what the procedure would be if a problem occurred before the scheduled review period. Mr. Didion indicated by scheduling a review period, it ensures the planning process be reviewed every three years; but if a problem occurs, it would be addressed before the scheduled review period.

Ms. Alvarez asked if the participatory governance committees communicate with each other to prevent an overlap of goals and priorities. Mr. Didion indicated the committees do communicate with one another since some of the members serve on more than one committee.

Ms. Alvarez and Mr. Labrado asked if the accreditation team would review specific details of the planning process. Mr. Didion stated that the accreditation team doesn't delve into detailed assessments, but rather looks to see if initiatives proposed by the district have been successful; and if not, how the district plans to achieve success.

Mr. Yarbrough asked for an explanation of the changes in the planning process from prior years. Mr. Didion and Dr. Rodríguez indicated the new planning process has a greater level of precision and accountability.

It was moved by Ms. Alvarez, seconded by Mr. Yarbrough, and carried unanimously to adopt the RSCCD planning Design manual.

2.2 Presentation of Comprehensive Master Plan: Chapters 1 and 2 and Implications for Planning

This material was presented as information by Mr. Didion.

Referring to setting goals for the next decade, Ms. Alvarez asked if the projections included a reduced amount of 15-19 year-old students in year six of the ten-year comprehensive master plan. Mr. Didion stated that it is projected there may be less students in that particular age group, but the total amount of students should remain unchanged. He indicated the strategic plan would assist in adjusting for specific needs that arise.

Ms. Alvarez asked if the placement tests for math and English were given to a student at the beginning of their college education or when a student is ready to transfer. Mr. Didion indicated that placement tests are given to the student at the beginning of their education. Ms. Rosi Enriquez explained that students take placement tests first, and then move through English and math courses. It is the counselor's goal to have the student reach college level and transfer to a four-year university. Mr. Didion indicated that this is an area of concern for those students who need more funding than the 90-unit limit proposed by the governor's budget to meet eligibility requirements needed to transfer to a four-year university.

Referring to an ARCC (Accountability Reporting for the California Community Colleges) presentation given to the board at its February 4, 2013, meeting, Ms. Alvarez asked if only students with valid social security numbers were included in successful course completion figures. Mr. Didion indicated any student who completes a course will be included in the successful course completion figures. He explained that the governor's proposed budget would change the way the district is funded over a period of five years, and includes funding for students who complete a class, rather than funding for a census count taken during the third week of classes.

Since the board reviewed the first two chapters of the district's comprehensive master plan at this meeting, Mr. Solorio asked if the board will be reviewing additional chapters at future board meetings. Mr. Didion responded affirmatively and indicated that after all the chapters are reviewed, the entire master plan will be presented to the board for adoption.

In reference to future goals, Mr. Solorio asked if the district planned on pursuing the following:

- offering students an opportunity to sign a contract to follow a certain plan of courses and be guaranteed an Associate of Arts degree in two years;
- developing goals that would reduce the costs of textbooks for students, including using open source digital textbooks;
- developing outreach/collaboration with the private/public employment community to assess the type of courses needed for the type of jobs in demand;
- and assessing the needs of the faculty. (Does faculty have the classrooms, technology, etc. to provide the best courses/curriculum for students?)

2.2 Presentation of Comprehensive Master Plan: Chapters 1 and 2 and Implications for Planning – (cont.)

Mr. Didion indicated the intent of the comprehensive master plan is to develop broad enough goals to survive a 10-year period. He further explained that more specific-targeted objectives will be included in the strategic plan and by assessing the results of the strategic plan. Mr. Didion stated that the process to develop a district strategic plan will begin once the board adopts the district goals.

3.0 HUMAN RESOURCES

Items 3.2 and 3.3 were reviewed after Closed Session.

3.1 Classified Personnel

It was moved by Mr. Yarbrough, seconded by Mr. Ahari and carried unanimously to approve temporary assignments on the classified personnel docket.

4.0 INSTRUCTION

There were no items in this category.

5.0 BUSINESS OPERATIONS/FISCAL SERVICES

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

6.0 GENERAL

Items 6.1 through 6.4 were approved as part of Item 1.6 (Consent Calendar).

6.5 Reports from Board Committees

Mr. Labrado provided a report on the February 14, 2013, Board Facilities Committee meeting.

Mr. Ahari provided a report on the February 7, 2013, Orange County Community Colleges Legislative Task Force meeting.

6.6 Board Member Comments

Ms. Alvarez expressed concern that board members were not receiving all communications available relating to Measure Q information and stressed the importance of board members being kept up-to-date on Measure Q information.

Ms. Alvarez asked if board members were interested in establishing a Public Safety Committee and expressed interest in serving on this committee.

6.6 Board Member Comments – (cont.)

Mr. Yarbrough reported he recently spoke with Ms. Shari Freidenrich, Orange County Treasurer, regarding district investments with the county. He also spoke with Mr. Todd Spitzer, Orange County Supervisor, regarding relations between the district and OC Board of Supervisors.

Mr. Yarbrough reported that the Orange County Redevelopment Committee he is serving on may begin to meet quarterly instead of monthly since business on this committee is winding down.

Mr. Yarbrough thanked staff at Santa Ana College for the recent tour of the Sheriff's Training Academy.

Ms. Barrios congratulated Mr. John Hanna on recently becoming a grandfather.

Ms. Barrios reported that the City of Orange will be hosting a celebration in honor of the city turning 125 years old in March.

Ms. Barrios expressed appreciation for the recent donation to the SAC Foundation, and Dr. Martinez indicated SAC had received another recent donation. Ms. Barrios asked for information to express the board's thankfulness to the donor. Ms. Barrios asked that a resolution /proclamation from the board be presented to donors near the beginning of SAC's 100-year celebration.

RECESS TO CLOSED SESSION

The board convened into closed session at 5:47 p.m. to consider the following items:

1. Public Employment (pursuant to Government Code Section 54957[b][1])
 - a. Classified Staff
2. Conference with Legal Counsel: Anticipated/Potential Litigation (pursuant to Government Code Section 54956.9[b]-[c]) (1 case)
3. Conference with Legal Counsel: Existing Litigation (pursuant to Government Code Section 54956.9[a])

California Department of Finance and Dr. Jack Scott, Chancellor of the California Community Colleges v. Jan Grimes, in her official capacity as Interim Orange County Auditor-Controller, and Does 1-10, Orange County Superior Court Case No. 30-2012-00559592 CU-WM-CJC

4. Public Employee Discipline/Dismissal/Release (pursuant to Government Code Section 54957[b][1])
5. Liability Claims (pursuant to Government Code Section 54956.95)
 - a. 12-08436MH
 - b. 12-07080JW

RECONVENE

The board reconvened at 6:00 p.m.

Closed Session Report

Mr. Labrado reported the board discussed public employment, public employee discipline, and reviewed liability claims, and no action was taken during closed session.

Public Comment

There were no public comments.

3.0 HUMAN RESOURCES

Item 3.1 was approved after Item 2.2 (Comprehensive Master Plan: Chapters 1 and 2 and Implications for Planning).

3.2 Rejection of Claim

It was moved by Mr. Yarbrough, seconded by Mr. Solorio, and carried unanimously to authorize the chancellor or his designee to reject claim #12-08436MH on behalf of the district.

3.3 Rejection of Claim

It was moved by Mr. Yarbrough, seconded by Mr. Solorio, and carried unanimously to the chancellor or his designee to reject claim #12-07080JW on behalf of the district.

7.0 ADJOURNMENT

The next regular meeting of the Board of Trustees will be held on April 1, 2013.

There being no further business, Ms. Barrios declared this meeting adjourned at 6:02 p.m.

Respectfully submitted,

Raúl Rodríguez, Ph.D.
Chancellor

Approved: _____
Clerk of the Board

Minutes approved: March 11, 2013