

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

Board of Trustees (Regular meeting)

Monday, December 8, 2014

MINUTES

SWEARING-IN CEREMONY AND RECEPTION

Mr. Jose Solorio called the meeting to order at 4:37 p.m.

The Pledge of Allegiance was led by Ms. Nelida Mendoza Yanez, Member, Board of Trustees, Rancho Santiago Community College District (RSCCD).

Dr. Rodríguez recognized the attendance of public officials.

The Oath of Allegiance was administered to John Hanna by Erick L. Larsh, Judge, Orange County Superior Court; Lawrence R. “Larry” Labrado by Loretta Sanchez, Representative, California 46th Congressional District; and Phillip E. Yarbrough by Donald P. (Don) Wagner, Member, California 68th Assembly District.

Mr. Solorio declared a recess at 5:11 p.m. A reception followed.

1.0 PROCEDURAL MATTERS

1.1 Call to Order

The meeting was called to order at 5:37 p.m. by Mr. Jose Solorio. Other members present were Ms. Claudia Alvarez, Ms. Arianna Barrios, Mr. John Hanna, Mr. Larry Labrado, Ms. Nelida Yanez, Mr. Phillip Yarbrough, and Ms. Alana Voechting.

Administrators present during the regular meeting were Mr. John Didion, Mr. Peter Hardash, Dr. Erlinda Martinez, Dr. Raúl Rodríguez, and Dr. John Weispenning. Ms. Anita Lucarelli was present as record keeper.

1.2 Presentation of District Annual Financial Audit

Auditor Rick Alonzo of Vavrinek, Trine, Day & Co., LLP, reviewed the RSCCD Independent Audit Report and rendered an unqualified opinion on the financial statements. Board members received clarification on items related to the presentation.

1.3 Approval of Additions or Corrections to Agenda

It was moved by Mr. Yarbrough and seconded by Ms. Alvarez to approve a revised page for the agenda, revised pages for Item 5.9 (Engineering Alignment Systems, Inc.), an addendum for Item 7.1 (Management/Academic), and an addendum for Item 7.2 (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

Ms. Claudia Aguayo, Mr. Brent Barcellona, Ms. Jennifer Mastroianni, Ms. Maura Mendez, Mr. Daniel Ramirez, and Ms. Guadalupe Aguillar Ramirez spoke regarding the child care fee restructure at the Child Development Center (CDC) at Santiago Canyon College (SCC).

Ms. Jolene Shields spoke regarding the hiring of full-time faculty for non-credit programs.

It was moved by Mr. Yarbrough and seconded by Ms. Barrios to suspend the rules and hear Item 6.6 (Child Development Services Child Care Fee Structure) at this time. 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.

Mr. Solorio called a brief recess at 6:22 p.m.

The board reconvened at 6:26 p.m.

6.6 Approval of Child Development Services Child Care Fee Structure

After discussion, it was moved by Mr. Hanna and seconded by Mr. Solorio to postpone action to approve the revised full-cost fee structure for the Child Development Centers, effective January 1, 2015, and for the item to be reconsidered as part of the budget process at the April 27, 2015, board meeting; changes to the fee structure be effective for the 2015-2016 academic year; the parents that use the CDC be notified of the postponement; contact information be included with future correspondence; and a communication plan be put into place regarding future revisions to fee structures which would include comparable costs of similar programs in the area. 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.

1.5 Approval of Minutes

It was moved by Mr. Yarbrough and seconded by Ms. Barrios to approve the minutes of the meeting held November 17, 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. Barrios 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 4.4 (Student Equity Plans for Santa Ana College [SAC] and SCC) removed by Mr. Labrado, and Items 5.4 (Hire Independent Audit Firm) and 5.14 (Purchase Orders) removed 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.

4.1 Approval of New Diesel Technology Instructional Services Agreement - SSA Marine

The board approved the contract with SSA Marine in Seattle, Washington.

4.2 Approval of New Courses and New Programs for 2015-2016 Santa Ana College (SAC) Catalog

The board approved the new courses and new programs for the 2015-2016 SAC catalog.

4.3 Approval of New Courses and New Programs for 2015-2016 Santiago Canyon College Catalog

The board approved the new courses and new programs for the 2015-2016 SCC catalog.

4.5 Acceptance of Professor Brian Kehlenbach’s Sabbatical Leave Report

The board accepted Dr. Kehlenbach’s Sabbatical Leave Report.

4.6 Acceptance of Professor Rosa Salazar de la Torre’s Sabbatical Leave Report

The board accepted Professor Salazar de la Torre’s Sabbatical Leave Report.

4.7 Acceptance of Professor Irene Soriano’s Sabbatical Leave Report

The board accepted Professor Soriano’s Sabbatical Leave Report.

4.8 Acceptance of Professor Patricia Waterman’s Sabbatical Leave Report

The board accepted Professor Waterman’s Sabbatical Leave Report.

1.6 Approval of Consent Calendar – (cont.)

4.9 Approval of Renewal Agreement with Santa Ana Beauty Academy to operate Santiago Canyon College Cosmetology Program

The board approved the Santa Ana Beauty Academy renewal contract to allow SCC to continue offering the cosmetology, esthetician, and barbering program.

4.10 Approval of Consulting Agreement with Cynosure New Media, Inc.

The board approved the consulting agreement with Cynosure New Media, Inc. effective January 5, 2015, through May 5, 2015, to allow for the phasing in of the development of the system.

4.11 Approval of Renewal Agreement with Sheraton Cerritos for Los Angeles/Orange County Regional Consortia monthly meetings from January 2015 to June 2015

The board approved the Sheraton Cerritos contract for the Los Angeles-Orange County Regional Consortia (January, February, April, May, and June 2015) monthly meetings.

5.1 Approval of Payment of Bills

The board approved payment of bills as submitted.

5.2 Approval of Conflict of Interest Code – 2014

The board approved Appendix A-1 and A-2 of the Rancho Santiago Community College District Conflict of Interest Code as presented.

5.3 Receive and Accept District Audit Reports for Fiscal Year Ended June 30, 2014

The board received and accepted the RSCCD audit reports for the fiscal year ended June 30, 2014, as presented.

5.5 Approval of Lease Agreement with Spectrum Knowledge

The board approved the lease agreement with Spectrum Knowledge and authorized the Vice Chancellor of Business Operations/Fiscal Services to execute the agreement on behalf of the district as presented.

5.6 Approval of Agreement with Margaret Williams, LLC for On-Call Move Management Consulting Services Districtwide

The board approved the agreement with Margaret Williams, LLC for on-call move management consulting services districtwide as presented.

5.7 Award of Bid #1247 for Parking Lot Resurfacing at District Operations Center

The board awarded Bid #1247 to Bostick Company, Inc. as presented.

1.6 Approval of Consent Calendar – (cont.)

5.8 Approval of Amendment with Cumming Corporation for Project Management Services for Santa Ana College Projects and Santiago Canyon College Projects

The board approved the amendment with Cumming Corporation for project management services for SAC and SCC projects as presented.

5.9 Approval of Agreement with Engineering Alignment Systems, Inc. for On-Call Structural Engineering Services for Santa Ana College and District Facilities

The board approved the agreement with Engineering Alignment Systems, Inc. for on-call structural engineering services at SAC and district facilities as presented.

5.10 Approval of Agreement with 3QC, Inc. for Commissioning Services for Central Plant Project at Santa Ana College

The board approved the agreement with 3QC, Inc. for commissioning services for the central plant, infrastructure and mechanical upgrades projects at SAC as presented.

5.11 Approval of Amendment with Linik Corporation for Project Management Services for Santa Ana College Projects

The board approved the amendment with Linik Corporation for project management services for SAC projects as presented.

5.12 Approval of Amendment to Agreement with Ninyo & Moore for Materials Testing and Inspection Consulting Services for Planetarium, Parking Lot 11, and Temporary Village at Santa Ana College

The board approved the amendment to the agreement with Ninyo & Moore for materials testing and inspection consulting services for the planetarium, parking lot 11, and temporary village at SAC as presented.

5.13 Approval of Agreement with HPI Architecture for Professional Design Services for Orange Education Center (OEC) at Santiago Canyon College

The board approved the agreement with HPI Architecture for professional design services for OEC as presented.

6.1 Approval of Resource Development Items

The board approved the budgets, accepted grants, and authorized the chancellor or his designee to enter into related contractual agreements on behalf of the district for the following:

- CalWORKs/Work Study/TANF (SAC/SCC)	\$ 512,438
- Career Technical Education Enhancement Fund (District)	\$16,695,271
- Early Head Start – Year 3 (District)	\$ 1,807,624
- NSF – Fullerton Mathematics Teacher and Master Teacher Fellows Project (FULL MT2) – Year 5 (SAC)	\$ 20,000

1.6 Approval of Consent Calendar – (cont.)

6.2 Approval of First Amendment to Sub-Agreement between RSCCD and CHOC/Help Me Grow for Early Head Start Program

The board approved the amendment to the sub-agreement and authorized the Vice Chancellor, Business Operations/Fiscal Services or his designee to sign and enter into a related contractual agreement on behalf of the district.

6.3 Approval of Sub-Agreement between RSCCD and California State University, Fullerton for California Career Pathways Trust Grant

The board approved the sub-agreement and authorized the Vice Chancellor, Business Operations/Fiscal Services or his designee to sign and enter into a related contractual agreement on behalf of the district.

6.4 Approval of Sub-Agreements between RSCCD and Chabot Las Positas Community College District, Coastline Community College, Diablo Valley College, Folsom Lake College, Hartnell College, Merritt College, Ohlone College, and West Los Angeles Community College for Information Communications Technology/Digital Media Sector Navigator Grant

The board approved the sub-agreements 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.

6.5 Approval of Amendment to Sub-Agreement between RSCCD and San Diego Community College District

The board approved the amendment to the sub-agreement and authorized the Vice Chancellor, Business Operations/Fiscal Services or his designee to sign and enter into a related contractual agreement on behalf of the district.

6.7 Authorization of Signatures

The board approved the revised list of authorized signatures.

2.0 **BOARD ORGANIZATION**

2.1 Annual Board Organization

It was moved by Ms. Alvarez and seconded by Ms. Mendoza Yanez to elect Mr. Labrado as the 2014-15 board president. 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.

At this time, Mr. Solorio passed the gavel to Mr. Labrado to conduct the remainder of the meeting.

On behalf of the board, Mr. Labrado thanked Mr. Solorio for his work and dedication as board president during 2013-2014. He then presented him with an engraved clock.

2.1 Annual Board Organization – (cont.)

It was moved by Ms. Barrios and seconded by Mr. Hanna to elect Ms. Alvarez as vice president. 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.

It was moved by Mr. Yarbrough and seconded by Mr. Solorio to elect Mr. Hanna as clerk. 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.

Mr. Labrado designated Dr. Rodríguez as the board's secretary and Mr. Didion as the assistant secretary.

Mr. Labrado appointed chairpersons and members to the following committees:

- Board Facilities Committee: Chairperson: Mr. Solorio;
Members: Ms. Barrios, Ms. Mendoza Yanez
- Board Fiscal/Audit Committee: Chairperson: Mr. Yarbrough;
Members: Ms. Alvarez, Ms. Mendoza Yanez
- Board Legislative Committee: Chairperson: Ms. Alvarez;
Members: Mr. Hanna, Mr. Yarbrough, Ms. Voechting;
- Board Policy Committee: Chairperson: Ms. Barrios;
Members: Ms. Alvarez, Mr. Hanna, Ms. Voechting
- Board Safety & Security Committee: Chairperson: Ms. Alvarez;
Members: Mr. Hanna, Mr. Yarbrough, Ms. Voechting

Mr. Labrado appointed board representatives to the following organizations:

- Representative to the RSCCD Foundation: Ms. Alvarez, Ms. Barrios,
and Ms. Mendoza Yanez
- Representative to the Orange County Legislative Task Force: Ms. Alvarez,
Ms. Voechting
- Representative to the Orange County School Boards Association: Mr. Hanna
- Representative to the Nominating Committee on School District Organization:
Ms. Barrios

It was moved by Mr. Yarbrough and seconded by Ms. Voechting to adopt the board meeting schedule for 2015. Discussion ensued. 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.

January 12
February 2, 23 (Board Planning Session)
March 9, 23
April 13, 27
May 11, 26 (Tuesday)
June 15

2.1 Annual Board Organization – (cont.)

The meeting schedule for 2015 – (cont.)

July 20

August 17

September 14, 28

October 12 (SCC), 26 (SAC)

November 9 (annual self-evaluation meeting)

December 7

It was moved by Mr. Yarbrough, seconded by Ms. Alvarez, and carried unanimously to reaffirm Board Policy 2200 – Board Duties and Responsibilities. 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.

It was moved by Mr. Yarbrough, seconded by Ms. Alvarez, and carried unanimously to reaffirm the following Board Policies: #2715 (Code of Ethics/ Standards of Practice), #2735 (Board Member Travel), and #6320 (Investments). 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.

It was moved by Mr. Yarbrough and seconded by Ms. Alvarez to designate specific days, weeks or months of observance, which relate to the educational mission of the district, as listed in the 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. Student Trustee Voechting’s advisory vote was aye.

3.0 INFORMATIONAL ITEMS AND ORAL REPORTS

3.1 Report from the Chancellor

Dr. Rodríguez provided a report to the board.

3.2 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. Martinez and Dr. Weispfenning reported they plan to attend the January 2015 Accrediting Commission for Community and Junior Colleges meeting in Sacramento for public testimony related to the Site Evaluation Reports.

3.3 Report from Student Trustee

Ms. Alana Voechting, Student Trustee, provided a report to the board.

3.4 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

3.5 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

4.0 INSTRUCTION

Items 4.1, 4.2, 4.3, and 4.5 through 4.11 were approved as part of Item 1.6 (Consent Calendar).

4.4 Approval of Student Equity Plans for Santa Ana College and Santiago Canyon College

It was moved by Mr. Yarbrough and seconded by Ms. Alvarez to approve the Student Equity Plans for SAC and SCC as presented. Discussion ensued. 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.

5.0 BUSINESS OPERATIONS/FISCAL SERVICES

Items 5.1, 5.2, 5.3, and 5.5 through 5.13 were approved as part of Item 1.6 (Consent Calendar).

5.4 Approval to Hire Independent Audit Firm

It was moved by Mr. Yarbrough and seconded by Ms. Alvarez to approve hiring Vavrinek, Trine, Day & Co., LLP for auditing services for the 2014-2015 fiscal year audit and authorize the Vice Chancellor of Business Operations/Fiscal Services to enter into the contract agreement on the district's behalf as presented. Discussion ensued. Mr. Hanna asked that the answers to the questions he asked be attached to the minutes. 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.

5.14 Approval of Purchase Orders

It was moved by Mr. Yarbrough and seconded by Ms. Voechting to approve the purchase order listing for the period November 2, 2014, through November 19, 2014. Discussion ensued. Mr. Hanna asked that the answers to the questions he asked be attached to the minutes. 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.

6.0 GENERAL

Items 6.1, 6.2, 6.3, 6.4, 6.5, and 6.7 were approved as part of Item 1.6 (Consent Calendar). Item 6.6 was considered after Item 1.4 (Public Comment).

6.8 List of 2015 Conferences and Legislative Executive Visits for Board Members

Board Policy 2735 and a list of conferences and legislative executive visits that board members may wish to attend was provided as information.

6.9 Adoption of Resolution No. 14-30 in honor of Jim Adams, Council Representative, Los Angeles/Orange Counties Building & Construction Trades Council

It was moved by Mr. Yarbrough and seconded by Ms. Alvarez to adopt Resolution No. 14-30 in honor of Jim Adams. Discussion ensued whether the state of Oklahoma is the greatest state in the union. Mr. Hanna asked that when the resolution is presented to Mr. Adams to let him know that it may have been the greatest state in the union when he was born, but at this time, the board maintains that California is the greatest state in the union. 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.

6.10 Approval of Unconditional Commitment to Cease and Desist from Holding Closed Session Negotiation and Discussions Regarding the Terms of Project Labor Agreements, including Community and Student Workforce Project Agreement

It was moved by Mr. Yarbrough and seconded by Ms. Barrios for the board to unconditionally commit to cease and desist from the alleged violations of the Ralph M. Brown Act and authorization be given to the President of the Board of Trustees to transmit a letter attesting to that commitment to David Wolds, Esq. as provided by Government Code Section 54960.2. 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. Ms. Alvarez asked that the record reflect that in no way, shape, or form is the board admitting there was a violation of the Brown Act. Ms. Alvarez indicated that the way the letter is worded insinuates that a violation did happen and of course, unconditionally, a violation did not happen. Mr. Hanna asked that Ms. Alvarez’ comments be included in the minutes.

6.11 Reports from Board Committees

Ms. Mendoza Yanez provided a report on the December 4, 2014, Board Facilities Committee meeting.

Since Ms. Barrios was unable to attend the December 4, 2014, Orange County Community Colleges Legislative Task Force meeting, she did not provide a report.

6.12 Board Member Comments

Board members welcomed returning board members, Mr. Hanna, Mr. Labrado, and Mr. Yarbrough.

Board members thanked Mr. Solorio for serving as the 2013-2014 president and congratulated Mr. Labrado as the 2014-2015 president, Ms. Alvarez as the 2014-2015 vice president, and Mr. Hanna as the 2014-2015 clerk.

Ms. Vochting expressed appreciation to board members for providing assistance in leadership skills.

Ms. Barrios reported that she was honored to be the guest conductor for the “Home for the Holidays” program at SCC on November 30, 2014. She indicated the program was so well attended that it took over 30 minutes to get inside the venue. Mr. Hanna commended Ms. Barrios for being the guest conductor at this event.

Mr. Yarbrough reported he attended the Community College League of California’s Annual Convention in Rancho Mirage, California, on November 19-22. At the conference, he attended a presentation on health reimbursement accounts and the future liability/stability of health care costs. He indicated he plans to share the information received with the chancellor to see if it may be of interest in sharing it at an upcoming board meeting.

Ms. Alvarez reported she recently attended The New American Leaders Project Power & Policy Conference in Washington, D.C. during the time President Obama (in Las Vegas) announced his executive order on immigration. She asked for a report on how many students are affected by immigration issues and how the colleges plan to assist those students with their educational goals.

Mr. Solorio thanked staff for a sample of the RSCCD fact card and found it useful this week in answering inquiries submitted by the community.

Mr. Solorio expressed appreciation to staff on creating the new SAC centennial celebration website (<http://www.sac.edu/100/Pages/default.aspx>) and the fundraising efforts associated with this celebration.

6.12 Board Member Comments – (cont.)

Ms. Mendoza Yanez and Mr. Hanna expressed appreciation for the information provided by students and staff during their reports. Mr. Hanna thanked Mr. Zarske for his work on the occupational therapy program for the pilot baccalaureate program.

Mr. Hanna thanked his fellow board members for electing him to serve as clerk for the 2014-2015 year.

Referring to Mr. Ian Woodhead's comments made at the October 27, 2014, board meeting regarding insurance for part-time staff, Mr. Hanna asked for an estimate of expenses to provide insurance to part-time staff that work 30+ hours a week.

Mr. Hanna congratulated SCC's women's soccer team who were Orange Empire Conference Champions and took second place recently in the state competition.

Mr. Hanna asked that the meeting be closed in memory of the armed services that lost their lives on December 7, 1941. Mr. Hanna shared that his father, Wallace John Hanna, and his father's cousin, Mr. David Darling Hanna, were stationed in Hawaii at the time and his father's cousin lost his life on the Arizona during the attack on Pearl Harbor.

Mr. Labrado thanked his fellow board members for electing him to serve as president for the 2014-2015 year.

Ms. Voechting left the meeting at this time.

RECESS TO CLOSED SESSION

The board convened into closed session at 8:05 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. Educational Administrator Appointments
 - (1) Dean
2. Conference with Legal Counsel: Anticipated/Potential Litigation (pursuant to Government Code Section 54956.9[b]-[c]) (1 case)
3. 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: California School Employees Association, Chapter 579
California School Employees Association, Chapter 888
Continuing Education Faculty Association

RECONVENE

The board reconvened at 8:20 p.m.

Closed Session Report

Mr. Hanna reported the board discussed public employment, labor negotiations, and public employee discipline/dismissal/release during closed session. Mr. Hanna reported that the board took action to terminate a custodian at SCC with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Labrado, Ms. Mendoza Yanez, Mr. Solorio, and Mr. Yarbrough.

Public Comment

There were no public comments.

7.0 HUMAN RESOURCES

7.1 Management/Academic Personnel

It was moved by Mr. Yarbrough and seconded by Mr. Solorio 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 End of Interim Assignments/Employment of Retired STRS Members
- Approve Interim Assignments/Employment of Retired STRS Members
- Approve Adjusted Hourly Rates for Interim Assignments
- Approve 2014/2015 FARSCCD Permanent Salary Schedules
- Approve Adjusted Final Salary Placements
- Approve Changes of Classification
- Ratify Resignations/Retirements
- Approve Adjusted Columns
- Approve Adjusted Steps
- Approve Leaves of Absence
- Approve Part-time Hourly New Hires/Rehires
- Approve Non-paid Instructors of Record
- Approve Non-paid Intern Services

7.2 Classified Personnel

It was moved by Mr. Yarbrough and seconded by Mr. Solorio 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 Temporary to Contract Assignments
- Approve Out of Class Assignments
- Approve Professional Growth Increments
- Approve Changes in Positions
- Approve Changes in Salary Placements
- Approve Leaves of Absence
- Ratify Resignations/Retirements
- Approve New Appointments
- Approve Temporary Assignments
- 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

7.3 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. Yarbrough and seconded by Mr. Solorio to approve the agreement with CSEA, Chapter 579, for the period of July 1, 2014, through June 30, 2016. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Labrado, Ms. Mendoza Yanez, Mr. Solorio, and Mr. Yarbrough.

7.4 Approval of December 2014 Holiday Closure

It was moved by Mr. Yarbrough and seconded by Mr. Solorio to approve designating December 29, 30, and 31, 2014, and January 2, 2015, as paid holidays for all management employees. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Labrado, Ms. Mendoza Yanez, Mr. Solorio, and Mr. Yarbrough.

7.5 Authorization for Board Travel/Conferences

It was moved by Mr. Yarbrough and seconded by Mr. Solorio to approve the submitted conference and travel by board members. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Labrado, Ms. Mendoza Yanez, Mr. Solorio, and Mr. Yarbrough.

8.0 ADJOURNMENT

The next regular meeting of the Board of Trustees will be held on January 12, 2015.

There being no further business, Mr. Labrado declared this meeting adjourned at 8:21 p.m., in memory of the men and women in the armed services that lost their lives on December 7, 1941.

Respectfully submitted,

Raúl Rodríguez, Ph.D.
Chancellor

Approved: _____
Clerk of the Board

Minutes approved: January 12, 2015

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
Office of the Vice Chancellor - Business Operations/Fiscal Services

2323 N. Broadway
Santa Ana, CA 92706
(714) 480-7340 – Office
(714) 796-3935 – Fax

Date: December 8, 2014
To: Dr. Raúl Rodríguez
From: Peter J. Hardash
Subject: Responses to Board of Trustees Requests/Questions

From Trustee John Hanna

5.4. Why is the proposed agreement with Vavrinek et al, for two rather than three years as set forth in the RFP? Is it advisable to change auditors after a period of time and if so, is there some consensus in the literature as to what that time frame is? If no consensus, what is the range of time commentators advise for changing auditors?

- The RFP was written asking for proposals for a three year period. Board policy 6400 requires an RFP for auditing services every three years, or more frequently if the Board deems it necessary. The last RFP was three years ago, and we have contracted with the current firm, VTD, for three years. The Board Fiscal/Audit Review Committee met on November 17th and recommended a two-year contract term which extends VTD's contract to five years in total. We will do another RFP in two years. There is no consensus in the industry for a particular length of contract with one audit firm. Some districts change firms within three to five years, other districts have had the same firm for many years. Still other districts keep a particular firm for many years, but require a change in assigned partner every three to six years. Even without changing firms, it is still good practice to solicit proposals within three to five years. If the board wishes to do an RFP at five years instead of three, the board policy can be updated accordingly.

5.14(2) 15-P0033845--Please elaborate on what this expense is for? Who is the other participant and what is their relationship with RSCCD?

- 5.14(2) - 15-P0033845 - Southern Calif Marine Institute - This expense was for a field trip for 51 Santa Ana College Biology students and instructors to attend the USC/Southern California Marine Institute on November 22 & 23 in Terminal Island, CA. (A list of student names can be provided.)

5.14(2) 15-P0033867-- Is this a District as opposed to a college expense? Are both colleges active participants in this coalition?

- 5.14(2) - 15-P0033867 - Ruth Cossio-Muniz - This reimbursement was for the purchase of a Folia Subscription Plan specifically to obtain the rights to photos that we could download and use for the Retail/Hospitality/Tourism website (laocrht.org), brochures, flyers, banners, videos, etc. on the DSN grant for the ACT Center at the District Office.

5.14(3)- 15-P0033880- Please provide more information on this expenditure.

- 5.14(3) - 15-P0033880 - Challenge U, LLC - This PO is for SCC's College Assistance Migrant Program (CAMP) team development program On the Ropes Course on November 21st for a full day for up to 50 students. Challenge U provides an outdoor educational teambuilding experience utilizing games, initiatives, low-element activities and high rope elements facilitated by the Challenge U personnel.

5.14(3)- 15-P0033903-What are the contracted services being provided?

- 5.14(3) - 15-P0033903 - MaryAnn Ahart - This PO is an independent contractor that will be conducting three (3) facilitated sessions of team development which includes three (3) all day meetings, pre-meeting team assessment, consultation with Executive Director of Child Development Services (ED-CDS), development of materials to be used and post-meeting consultations with (ED-CDS).

5.14(4)- 15-P0033932-What are the contracted services being provided and for what purpose?

- 5.14(4) - 15-P0033932 - Ellucian Inc. – The contracted services provided were related to the new SS (Student Success) Module created in Colleague. The specifics are related to the new feature which allows students to create Educational Plans (class options etc.). These plans will cover the student’s point of entry to graduation.

The associated costs were paid for by matriculation/counseling funds by both Santa Ana College (70%) and Santiago Canyon College (30%). This new MIS module was initiated as a result of the state’s Student Success Act.

5.14(6)- 15-P0033991- For what purpose were books or other materials obtained from Barnes and Noble; is this an item that could have been(or was) handled through the college bookstores?

- 5.14(6) - 15-P0033991 - Barnes & Noble - Yes, most books can be purchased directly through the Bookstores at competitive pricing and many times less because they get wholesale prices. However, in this case the ESL Department at CEC was under the impression that the 20% the Bookstore adds to the cost of the book would make it more than the Barnes & Noble cost. This was a misunderstanding and we’ve communicated it with CEC.