

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

Board of Trustees (Regular meeting)

Monday, December 7, 2015

MINUTES

1.0 PROCEDURAL MATTERS

1.1 Call to Order

The meeting was called to order at 4:30 p.m. by Mr. Larry Labrado. Other members present were Ms. Claudia Alvarez, Ms. Arianna Barrios, Ms. Nelida Mendoza Yanez, Mr. Phillip Yarbrough, and Ms. Raquel Manriquez. Mr. John Hanna arrived at the time noted. Mr. Jose Solorio was not in attendance due to a business conference.

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 Public Comment

There were no public comments at this time.

Mr. Hanna arrived at this time.

CLOSED SESSION

The board convened into closed session at 4:31p.m. to consider the following items:

1. Conference with Legal Counsel: Anticipated/Potential Litigation (pursuant to Government Code Section 54956.9[b]-[c]) (2 cases)
2. Conference with Legal Counsel: Existing Litigation (pursuant to Government Code Section 54956.9[a])

Faculty Association of the Rancho Santiago Community College District, et al. v. RSCCD Foundation, et al. Case No. 30-2015-00790167-CU-MM-CJC (Superior Court-County of Orange)

3. Liability Claim (pursuant to Government Code Section 54956.95)
 - a. DM20153011

RECONVENE

The board reconvened at 5:25 p.m.

Closed Session Report

Mr. Hanna reported the board discussed anticipated/potential litigation, existing litigation, and a liability claim during closed session. Mr. Hanna reported that the board took action, based upon the recommendation of the administration and legal counsel, to reject claim #DM20153011 with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Labrado, Ms. Mendoza Yanez, and Mr. Yarbrough.

1.3 Pledge of Allegiance to the United States Flag

The Pledge of Allegiance was led by Ms. Pat Hall, Administrative Secretary, Santiago Canyon College (SCC), Orange Education Center (OEC).

1.4 Presentation of District Annual Financial Audit

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

1.5 Approval of Additions or Corrections to Agenda

It was moved by Mr. Yarbrough and seconded by Ms. Alvarez to approve a revised page and 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, and Mr. Yarbrough. Student Trustee Manriquez's advisory vote was aye.

1.6 Public Comment

Mr. Brian Balard, Ms. Teresa Cancino, Mr. Robert Cox, Mr. John Davis, Ms. Rosa S. DelaTorre, Mr. Frederick Desborough, Ms. Caren Francis, Ms. Emelia Guzman, Ms. Loretta Khorey, Ms. Maria Teresa Lefranc, Ms. Maria Lupercio, Mr. Ronald L. McCartney, Ms. Eden Quimzon, Mr. Angel I. Rodriguez, Ms. Rosemary Touyanou, and Mr. Kim Williams spoke regarding Item 5.7 (Option 3 for OEC). Ms. Touyanou also read a letter from Dieynaba Mendy, an OEC student that was unable to attend the meeting.

Ms. Barrios asked that the following be included in the record: Earlier in the day, the board received a phone call from Mr. Parabal Sanyal and an email from Ms. Alba L. Corona, Ms. Edalith L. Mendoza, and Ms. Emerita L. Navarrette regarding Item 5.7 (Option 3 for OEC).

It was moved by Mr. Yarbrough and seconded by Mr. Hanna to suspend the rules and consider Item 5.7 (Option 3 for OEC) at this time. Mr. Hanna explained the history of the Orange Education Center. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Labrado, Ms. Mendoza Yanez, and Mr. Yarbrough. Student Trustee Manriquez’s advisory vote was aye.

5.7 Approval of Option 3 for Orange Education Center

It was moved by Mr. Yarbrough and seconded by Ms. Mendoza Yanez to approve Option 3 for the renovation of the Orange Education Center. Discussion ensued. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Labrado, and Ms. Mendoza Yanez; Nay - Mr. Yarbrough. Student Trustee Manriquez’s advisory vote was aye.

Mr. Labrado called a recess at 7:02 p.m.

The board reconvened at 7:08 p.m.

1.7 Approval of Minutes

It was moved by Ms. Mendoza Yanez and seconded by Ms. Alvarez to approve the minutes of the meeting held November 9, 2015. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Labrado, Ms. Mendoza Yanez, and Mr. Yarbrough. Student Trustee Manriquez’s advisory vote was aye.

1.8 Approval of Consent Calendar

It was moved by Mr. Yarbrough and seconded by Ms. Mendoza Yanez to approve the recommended action on the following items (as indicated by an asterisk on the agenda) on the Consent Calendar. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Labrado, Ms. Mendoza Yanez, and Mr. Yarbrough. Student Trustee Manriquez’s advisory vote was aye.

4.1 Approval of Santa Ana College (SAC) Community Services Program Revenue Contract

The board approved the SAC Community Services Program Revenue Contract between Michael T. Doudna doing business as Sunrise Choices and Rancho Santiago Community College District on behalf of SAC Community Services Program.

4.2 Approval of New Occupational Therapy Assistant (OTA) Agreement with Leaps and Bounds Pediatric Therapy Inc.

The board approved the new agreement with Leaps and Bounds Pediatric Therapy Inc. in Norco, California.

1.8 Approval of Consent Calendar (contd.)

- 4.3 Approval of New OTA Agreement with North Coast Rehab Inc.
The board approved the agreement with North Coast Rehab Inc. in Livermore, California.
- 4.4 Approval of New OTA Agreement with Senior Rehab Solutions
The board approved the new agreement with Senior Rehab Solutions in Dallas, Texas.
- 4.5 Approval of New Speech-Language Pathology Assistant (SLPA) Agreement with Little Voices Speech and Language Therapy
The board approved the new SLPA agreement with Little Voices Speech and Language Therapy in Long Beach, California.
- 4.6 Approval of First Amendment to Affiliation Agreement with Quick CAPTION
The board approved the first amendment to the affiliation agreement for real time computer aided captioning services with Quick CAPTION located in Riverside, California.
- 4.7 Approval of SLPA Agreement Renewal with Santa Ana Unified School District (SAUSD)
The board approved the agreement renewal with SAUSD in Santa Ana, California.
- 4.8 Approval of SLPA Agreement Renewal with Orange Unified School District (OUSD)
The board approved the agreement renewal with OUSD in Orange, California.
- 4.9 Approval of OTA Agreement Renewal with Big Fun Therapy and Recreational Services
The board approved the agreement renewal with Big Fun Therapy and Recreational Services in Culver City, California.
- 4.10 Approval of Agreement with Memeni Technologies Ltd. to Launch Career Pathway for International Business Education Alliance Program
The board approved the agreement with Memeni Technologies Ltd. to launch the career pathway for the International Business Education Alliance Program as presented.
- 4.11 Approval of Amendment #2 to Criminal Justice Academies (CJA) Agreement (MA-060-11010909) with County of Orange
The board approved amendment #2 to CJA agreement (MA-060-11010909) with the County of Orange in Santa Ana, California.

1.8 Approval of Consent Calendar (contd.)

4.12 Approval of Amendment #7 to CJA Agreement (Z1000000068) with County of Orange

The board approved amendment #7 to CJA agreement (Z1000000068) with the County of Orange in Santa Ana, California.

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

The board approved the Student Equity Plans for SCC and SAC as presented.

4.14 Approval of Proposed Revisions for 2016-2017 Santa Ana College Catalog

The board approved the proposed revisions for the 2016-2017 SAC catalog as presented.

4.15 Approval of Proposed Revisions for 2016-2017 Santiago Canyon College Catalog

The board approved the proposed revisions for the 2016-2017 SCC catalog as presented.

4.16 Approval of Five Year Affiliation Agreement with New Orange Hills

The board approved the affiliation agreement with New Orange Hills to authorize SCC Community Services to provide Nursing Assistant clinical training classes at the New Orange Hills facilities from November 6, 2015, through June 30, 2020, as presented.

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 for October 24 to November 18, 2015.

5.4 Approval of Agreement with MHP, Inc. for On-Call Structural Engineering Services for various Facility Improvement Projects

The board approved the agreement with MHP, Inc. for on-call structural engineering services for various facility improvement projects as presented.

5.5 Approval of Agreement with PENCO Engineering, Inc. for Land Surveying Consulting Services for Science Center at Santa Ana College

The board approved the agreement with PENCO Engineering, Inc. for land surveying consulting services for the Science Center at SAC as presented.

5.6 Approval of Agreement with Steinberg Architects for Architectural Services for District Capital Outlay Projects for Santa Ana College and Santiago Canyon College

The board approved the agreement with Steinberg Architects for architectural services for district capital outlay projects for SAC and SCC as presented.

1.8 Approval of Consent Calendar (contd.)

- 5.9 Acceptance of the Completion of Bid #1261 for Door Hardware Upgrade at Building A (Administration) and B (Classrooms and Faculty) at Santiago Canyon College and Approval of Recording of Notice of Completion
The board accepted the project as complete and approved the filing of a Notice of Completion with the County as presented.
- 5.10 Approval of Change Order #2 with Climatec, Inc. for Energy Management System Upgrade Project at Santiago Canyon College
The board approved change order #2 with Climatec, Inc. for the energy management system upgrade project at SCC as presented.
- 5.11 Award of Bid #1272 for Building D Renovations Phase 2 at Santiago Canyon College
The board approved awarding Bid #1272 to Line Tech Contractors for Building D Renovations Phase 2 at SCC as presented.
- 5.12 Award of Bid #1273 for Roof Repairs (U Portables) at Santiago Canyon College
The board approved awarding Bid #1273 to C.I. Services, Inc. for the roof repairs (U portables) at SCC as presented.
- 5.13 Approval of Lease Agreement with Compliance Management Systems, Inc.
The board approved the lease agreement with Compliance Management and authorized the Vice Chancellor of Business Operations and Fiscal Services to execute the agreement on behalf of the district as presented.
- 5.14 Acceptance of the 2014-2015 Measure Q Citizens' Bond Oversight Annual Report to the Community
The board accepted the Measure Q Citizens' Bond Oversight Committee Annual Report to the Community for 2014-2015 as presented.
- 5.15 Approval of Consultant Agreement with Comsec Associates, Inc. for Design, Bid Development, Evaluation and Related Services
The board approved the consultant agreement with Comsec Associates, Inc. with the design, bid development, evaluation and related services for a district-wide digital radio system as presented.
- 5.16 Acceptance and Approval of Request for Proposal (RFP) #1271 Student Health Services - Electronic Medical Record Software & Hosting Service
The board accepted the RFPs and approved awarding the bid to Point and Click Solutions, Inc. for RFP #1268 – Student Health Services – Electronic Medical Record Software and Hosting Service as presented.

1.8 Approval of Consent Calendar (contd.)

5.17 Approval of Purchase Orders

The board approved the purchase order listing for the period October 25, 2015, through November 14, 2015.

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 State Preschool Program (CSPP) Quality Rating and Improvement System (QRIS) Block Grant (District) – *Augmentation* \$ 37,604
- Early Head Start – Year 2 (District) \$1,807,624
- National Science Foundation (NSF) – Fullerton Mathematics Teacher and Master Teacher Fellows Project (FULL MT2) – Year 6 (SAC) \$ 20,000
- Small Business Administration/California State University, Fullerton (SBA/CSUF) – Small Business Development Center (SBDC) \$ 612,000
- Student Success and Support Program (SSSP) – Credit (SAC/District) \$4,532,174
- Student Success and Support Program (SSSP) – Credit (SCC/District) \$1,935,628

6.2 Approval of Memorandum of Understanding (MOU) between RSCCD and Santa Ana Unified School District

The board approved the MOU between RSCCD and SAUSD for Early Care and Education Services at Valley High School.

6.3 Approval of Renewal Agreement with Sheraton Cerritos for Los Angeles/Orange County Regional Consortium Monthly Meetings for January – June 2016

The board approved the Sheraton Cerritos renewal agreement for the Los Angeles/Orange County Regional Consortium January-June 2016 monthly meetings.

6.4 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. Barrios and seconded by Mr. Yarbrough to elect Ms. Claudia Alvarez as the 2015-16 board president. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Labrado, Ms. Mendoza Yanez, and Mr. Yarbrough. Student Trustee Manriquez’s advisory vote was aye.

2.1 Annual Board Organization (contd.)

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

On behalf of the board, Ms. Alvarez thanked Mr. Labrado for his work and dedication as board president during 2014-2015. She then presented him with an engraved clock.

It was moved by Mr. Yarbrough and seconded by Ms. Mendoza Yanez to elect Mr. Hanna as vice president. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Labrado, Ms. Mendoza Yanez, and Mr. Yarbrough. Student Trustee Manriquez's advisory vote was aye.

It was moved by Mr. Hanna and seconded by Mr. Yarbrough to elect Ms. Mendoza Yanez as clerk. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Labrado, Ms. Mendoza Yanez, and Mr. Yarbrough. Student Trustee Manriquez's advisory vote was aye.

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

Ms. Alvarez appointed chairpersons and members to the following committees:

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

Ms. Alvarez appointed board representatives to the following organizations:

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

It was moved by Mr. Yarbrough and seconded by Ms. Mendoza Yanez to adopt the board meeting schedule for 2016. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Labrado, Ms. Mendoza Yanez, and Mr. Yarbrough. Student Trustee Manriquez's advisory vote was aye.

2.1 Annual Board Organization (contd.)

Board meeting schedule for 2016:

January 11, 25
February 22 (Board Planning Session)
March 14, 28
April 11, 25
May 16, 31 (Tuesday)
June 13
July 18
August 15
September 12, 26
October 10 (SAC), 24 (SCC)
November 14
December 5 (annual self-evaluation meeting)

It was moved by Mr. Yarbrough and seconded by Ms. Mendoza Yanez 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, and Mr. Yarbrough. Student Trustee Manriquez’s advisory vote was aye.

It was moved by Mr. Yarbrough and seconded by Mr. Labrado 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, and Mr. Yarbrough. Student Trustee Manriquez’s advisory vote was aye.

It was moved by Ms. Barrios and seconded by Ms. Mendoza Yanez 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, and Mr. Yarbrough. Student Trustee Manriquez’s advisory vote was aye.

Mr. Yarbrough recognized Ms. Carolyn Cavecche in the audience at this time.

It was moved by Mr. Yarbrough and seconded by Ms. Barrios to suspend the rules and consider Item 6.6 (Appointment to Measure Q Citizens’ Bond Oversight Committee) at this time. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Labrado, Ms. Mendoza Yanez, and Mr. Yarbrough. Student Trustee Manriquez’s advisory vote was aye.

6.6 Appointment to Measure Q Citizens' Bond Oversight Committee

It was moved by Mr. Yarbrough and seconded by Ms. Barrios to approve the appointments to the Measure Q Citizens' Bond Oversight Committee as presented. Discussion ensued. The motion failed with the following vote: Aye –Ms. Barrios and Mr. Yarbrough; Nay - Ms. Alvarez, Mr. Hanna, Mr. Labrado, and Ms. Mendoza Yanez. Student Trustee Manriquez'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)

3.3 Report from Student Trustee

Ms. Raquel Manriquez, Student Trustee, provided a report to the board.

3.4 Reports from Student Presidents

Ms. Seham Nabilsi, Student Vice President, Santiago Canyon College, provided a report to the board.

There was no representation from Santa Ana College.

3.5 Report from Classified Representative

Ms. Pat Hall, Administrative Secretary, Santiago Canyon College, Orange Education Center provided a report to the board on behalf of the classified staff.

3.6 Reports from Academic Senate Presidents

The following academic senate representatives provided reports to the board:

Ms. Corinna Evett, Academic Senate President, Santiago Canyon College
Dr. Elliott Jones, Academic Senate President, Santa Ana College

3.7 Reports from Board Committee Chairperson

Ms. Mendoza Yanez provided a report on the December 3, 2015, Board Facilities Committee meeting.

3.7 Reports from Board Committee Chairperson (contd.)

Mr. Yarbrough provided a report on the November 30, 2015, Board Fiscal/Audit Committee meeting.

Ms. Alvarez asked Dr. Rodriguez to provide a report on the December 3, 2015, Orange County Community College Legislative Task Force meeting.

4.0 INSTRUCTION

All items were approved as part of Item 1.8 (Consent Calendar).

5.0 BUSINESS OPERATIONS/FISCAL SERVICES

Items 5.1, 5.2, 5.4, 5.5, 5.6, and 5.9 through 5.17 were approved as part of Item 1.8 (Consent Calendar). Item 5.7 was considered after Item 1.6 (Public Comments).

5.3 Receive and Accept District Audit Reports for Fiscal Year Ended June 30, 2015

It was moved by Mr. Yarbrough and seconded by Ms. Mendoza Yanez to receive and accept the RSCCD audit reports for the fiscal year ended June 30, 2015, as presented. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Labrado, Ms. Mendoza Yanez, and Mr. Yarbrough. Student Trustee Manriquez’s advisory vote was aye.

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

It was moved by Mr. Labrado and seconded by Ms. Mendoza Yanez to approve the amendment with HPI Architecture for the OEC at SCC as presented. Discussion ensued. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Labrado, Ms. Mendoza Yanez, and Mr. Yarbrough. Student Trustee Manriquez’s advisory vote was aye.

6.0 GENERAL

Items 6.1, 6.2, 6.3, and 6.4 were approved as part of Item 1.8 (Consent Calendar). Item 6.6 was considered after Item 2.1 (Board Organization).

6.5 List of 2016 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.

6.7 RSCCD Board of Trustees Self-Evaluation

It was moved by Mr. Yarbrough and seconded by Mr. Labrado to review the evaluation responses and complete the self-evaluation process for 2015.

Mr. Hanna reminded those in attendance that board members do not complete its self-evaluation survey until it reviews input from several people in the college community who were asked to complete a survey to evaluate the board in October 2015.

He stated that the survey results from the college community were consistent with the board's evaluation of itself which indicated the board is doing a good job.

Mr. Hanna explained that the board has made mistakes and always has room for improvement. He recently realized that he received a travel reimbursement for a per diem (for meals) and hotel expense (since he arrived a day earlier than the conference began) and he plans to reimburse the district for those expenses.

Mr. Hanna stated that overall he is comfortable with his personal actions and conduct and, for the most part, feels that way about the entire district. With the exception of one year, he stated that the board has always been under budget on its travel expense. Mr. Hanna indicated that board members link their travel to programs and conferences recommended by the chancellor, and that most trustees do a good job of staying within budget during their travels.

Mr. Hanna thanked classified, faculty, students, and administrators for their input on the recent evaluation survey of the board. He indicated one of the concerns the board received from the survey results from the community/staff is that the board has been involved with details in the management of the district and distanced itself from making policy and having an oversight role. He stated that the board considers the concerns of the community/staff in staying within its role of making policy and its oversight role.

Mr. Hanna stated that he understands there is always room for improvement for the board, but the heart of the board is in the right place since it is committed to the success of students.

The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Labrado, Ms. Mendoza Yanez, and Mr. Yarbrough. Student Trustee Manriquez's advisory vote was aye.

6.8 Board Member Comments

Board members thanked Mr. Labrado for serving as the 2014-2015 president and congratulated Ms. Alvarez as the 2015-2016 president, Mr. Hanna as the 2015-2016 vice president, and Ms. Mendoza Yanez as the 2015-2016 clerk.

6.8 Board Member Comments (contd.)

Ms. Mendoza Yanez asked that the meeting be adjourned in memory and honor of the recent victims of terrorism in San Bernardino.

Since it was the 74th anniversary of the Pearl Harbor attack, Mr. Hanna asked that the meeting also be adjourned in memory of those that lost their lives in Pearl Harbor in 1941.

Mr. Hanna thanked his fellow board members for electing him to serve as vice president for the 2016-2016 year.

Mr. Hanna thanked Ms. Barrios for serving as chairperson of the Board Policy Committee in 2014-2015. He indicated as chair of the Board Policy Committee for 2015-2016, he will continue to review the board's oversight role to ensure the RSCCD Foundation works consistently with the district's goals, vision, and mission statement; and to review the district programs that don't flow through the natural vetting process that the college programs do. Mr. Hanna thanked the chancellor for his suggestion to have the trustees review the district's travel policies and a possible policy on a ban on gifts received. Mr. Hanna stated that board members' travel is 5% of the district's travel budget.

Mr. Yarbrough indicated that board members at Orange Unified School District confirmed that Peralta Junior High School is available to lease or sell and encouraged staff to see if the site could be of use to RSCCD.

Mr. Yarbrough stated that he contacted a South County Community College Trustee to receive a copy of its policy on gifts and will forward it to staff upon receipt.

Ms. Barrios thanked Mr. Hanna for carrying forward the policies she was reviewing as chair of the Board Policy Committee meeting and said she would forward a letter that she recently sent to the academic senate presidents in reference to those policies.

Ms. Manriquez congratulated Mr. Nathan Underwood and Mr. Noah Nawabi as the new student leadership at SCC.

Ms. Alvarez addressed each trustee informing them of the reasons why she asked them to serve as chairperson of each committee and suggested topics for each committee to address in 2015-2016.

Ms. Alvarez asked Ms. Barrios to reconsider being chairperson of the Board Safety & Security Committee

RECESS TO CLOSED SESSION

The board convened into closed session at 8:35 p.m. to consider the following items:

1. Public Employment (pursuant to Government Code Section 54957[b][1])
 - a. Full-time Faculty
 - b. Part-time Faculty
 - c. Classified Staff
 - d. Student Workers
 - e. Professional Experts
 - f. Educational Administrator Appointments
 - (1) Assistant Dean
 - (2) Vice President
 - (3) Director

2. Conference with Labor Negotiator (pursuant to Government Code Section 54957.6)
Agency Negotiator: Mr. John Didion, Executive Vice Chancellor of Human Resources & Educational Services
Employee Organizations: Faculty Association of Rancho Santiago Community College District
California School Employees Association, Chapter 579
California School Employees Association, Chapter 888
Continuing Education Faculty Association

3. Public Employee Discipline/Dismissal/Release (pursuant to Government Code Section 54957[b][1])

4. Liability Claim (pursuant to Government Code Section 54956.95)
 - a. EMP1500793JW

RECONVENE

The board reconvened at 9:09 p.m.

Mr. Hanna reported the board discussed public employment, labor negotiations, public employee discipline/dismissal/release and a liability claim, and the board took action during closed session to ratify the release of an Instructional Assistant from probation. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Labrado, Ms. Mendoza Yanez, and Mr. Yarbrough.

Mr. Hanna reported that the board took action at a previous meeting (June 15, 2015) during closed session to suspend a Senior Accountant for three (3) days. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Labrado, Ms. Mendoza Yanez, and Mr. Solorio. Mr. Yarbrough was absent; therefore, did not vote.

Mr. Hanna reported that the board took action at a previous meeting (October 26, 2015) during closed session to authorize the release of the Associate Dean of DSPS (Disabled Student Programs and Services) and pay the amount due under her employment agreement. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Labrado, Ms. Mendoza Yanez, Mr. Solorio, and Mr. Yarbrough.

7.0 HUMAN RESOURCES

7.1 Management/Academic Personnel

It was moved by Mr. Yarbrough and seconded by Mr. Labrado 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, and Mr. Yarbrough.

- Approve Employment Agreements
- Approve New Job Descriptions
- Approve Appointments
- Approve Changes of Assignment
- Approve End of Interim Assignments
- Approve Extensions of Hire for Temporary Long-term Substitutes per E.C. 87481 & 87482
- Ratify Resignations/Retirements
- Approve Contract Extensions
- Approve Changes of Classification
- Approve Association Released Times
- Approve Leaves of Absence
- Approve Adjustment to Effective Date for Leaves of Absence
- Approve Beyond Contract/Overload Step Increases
- Approve Stipends
- Approve Part-time Hourly New Hires/Rehires
- Approve Non-paid Instructors of Record

7.2 Classified Personnel

It was moved by Mr. Yarbrough and seconded by Mr. Labrado 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, and Mr. Yarbrough. Student Trustee Manriquez's advisory vote was aye.

- Approve Miscellaneous Pay Schedule
- Approve New Appointments
- Approve Hourly Ongoing to Contract Assignments
- Approve Temporary to Contract Assignments
- Approve Out of Class Assignments
- Approve Changes in Position
- Ratify Resignations/Retirements
- Approve Temporary to Hourly Ongoing Assignments
- Approve Changes in Positions/Locations
- Approve Temporary Assignments
- Approve Additional Hours for Ongoing Assignments

7.2 Classified Personnel (contd.)

- Approve Substitute Assignments
- Approve Miscellaneous Positions
- Approve Instructional Associates/Associate Assistants
- Approve Community Service Presenters and Stipends
- Approve Student Assistant Lists

7.3 Approval of Hay Group Consultant Agreement

It was moved by Mr. Yarbrough and seconded by Mr. Labrado to approve the agreement with Hay Group Consultant Inc. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Labrado, Ms. Mendoza Yanez, and Mr. Yarbrough. Student Trustee Manriquez’s advisory vote was aye.

7.4 Authorization for Board Travel/Conferences

It was moved by Mr. Yarbrough and seconded by Mr. Labrado to authorize 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, and Mr. Yarbrough. Student Trustee Manriquez’s advisory vote was aye.

8.0 ADJOURNMENT

The next regular meeting of the Board of Trustees will be held on Monday, January 11, 2016.

There being no further business, Ms. Alvarez declared the meeting adjourned at 9:10 p.m., in memory and honor of the victims who lost their lives and were injured on December 2, 2015, in a terrorist attack in San Bernardino, California, and 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 11, 2015