

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

**Board of Trustees**  
**(Regular meeting)**

**Monday, January 9, 2017**

**MINUTES**

**1.0 PROCEDURAL MATTERS**

1.1 Call to Order

The meeting was called to order at 4:33 p.m. by Mr. John Hanna. Other members present were Ms. Claudia Alvarez, Mr. Zeke Hernandez, Ms. Nelida Mendoza, Mr. Phillip Yarbrough, and Ms. Esther Chian. Ms. Arianna Barrios and Mr. Larry Labrado were not in attendance due to illness.

Administrators present during the regular meeting were Ms. Judy Chitlik, Mr. Peter Hardash, Dr. John Hernandez, Mr. Enrique Perez, Dr. Raúl Rodríguez, and Dr. Linda Rose. Ms. Anita Lucarelli was present as record keeper.

1.2 Pledge of Allegiance to the United States Flag

The Pledge of Allegiance was led by Dr. Elliott Jones, Academic Senate President, Santa Ana College (SAC).

1.3 Approval of Additions or Corrections to Agenda

It was moved by Mr. Yarbrough and seconded by Ms. Alvarez to approve an addendum to Item 6.2 (Classified). The motion carried with the following vote: Aye – Ms. Alvarez, Mr. Hanna, Mr. Hernandez, Ms. Mendoza, and Mr. Yarbrough. Student Trustee Chian's advisory vote was aye.

1.4 Public Comment

Ms. Cindia Velasco introduced herself as the Deputy Director of Constituency Services for Higher Education at the National Association of Latino Elected and Appointed Officials (NALEO) Educational Fund.

1.5 Approval of Minutes

It was moved by Mr. Yarbrough and seconded by Ms. Mendoza to approve the minutes of the meeting held December 12, 2016. The motion carried with the following vote: Aye – Ms. Alvarez, Mr. Hanna, Mr. Hernandez, Ms. Mendoza, and Mr. Yarbrough. Student Trustee Chian's advisory vote was aye.

1.6 Approval of Consent Calendar

It was moved by Mr. Yarbrough and seconded by Ms. Mendoza 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 3.1 (SAC Memorandum of Understanding with Mexican Consulate in Santa Ana) and Item 4.6 (Ratification of Award of Bid #1309 for Wallpaper Removal and Painting at District Office) removed from the Consent Calendar by Ms. Alvarez. The motion carried with the following vote: Aye –Ms. Alvarez, Mr. Hanna, Mr. Hernandez, Ms. Mendoza, and Mr. Yarbrough. Student Trustee Chian’s advisory vote was aye.

3.2 Approval of Contract between the City of Santa Ana and RSCCD on behalf of Santa Ana College

The board approved the contract between the City of Santa Ana and RSCCD on behalf of SAC.

3.3 Approval of Nursing Program Agreement Renewal – St. Jude Medical Center With Instructor

The board approved the nursing program agreement renewal with St. Jude Medical Center located in Fullerton, California.

3.4 Approval of Nursing Program Agreement Renewal – St. Jude Medical Center Without Instructor

The board approved the nursing program agreement renewal with St. Jude Medical Center located in Fullerton, California.

3.5 Approval of Proposed Revisions for 2017-2018 Santa Ana College Catalog

The board approved the proposed revisions for the 2017-2018 SAC catalog.

4.1 Approval of Payment of Bills

The board approved payment of bills as submitted.

4.2 Approval of Budget Increases/Decreases, Transfers, and Intrafund and Interfund Transfers

The board approved budget increases/decreases, transfers, and intrafund and interfund transfers from November 17, 2016, to Dec. 11, 2016.

4.3 Approval of Contract for Independent Audit Services

The board approved contracting with Vicenti, Lloyd & Stutzman LLP for auditing services for the 2016-2017 fiscal year audit and authorized the Vice Chancellor of Business Operations/Fiscal Services to enter into the contract agreement on behalf of the district as presented.

4.4 Approval of Nonresident Fees for 2017-2018

The board established the nonresident tuition fee at \$250 per unit, the capital outlay fee at \$35 per unit, and the application fee at \$25 for 2017-2018 as presented.

1.6 Approval of Consent Calendar (contd.)

- 4.5 Ratification of Award of Bid #1312 for Tenant Improvements at District Office  
The board ratified the award of Bid #1312 to P & P Develop, Inc. for tenant improvements at the district office as presented.
- 4.7 Approval of Agreement with Sandy Pringle Associates for Inspector of Record Services for Site Wall/Improvement at Santa Ana College Orange County Sheriff's Regional Training Academy  
The board approved the agreement with Sandy Pringle Associates for Inspector of Record Services for the site wall/improvement at SAC Orange County Sheriff's Regional Training Academy as presented.
- 4.8 Approval of Amendment to Agreement with Jacobus & Yuang, Inc. for Cost Estimating Consulting Services for Science Center at Santa Ana College  
The board approved the amendment with Jacobus & Yuang, Inc. for cost estimating consulting services for the Science Center at SAC as presented.
- 4.9 Award of Bid #1307 for Site Wall/Improvement Project at Santa Ana College Orange County Sheriff's Regional Training Academy  
The board awarded Bid #1307 to Hamel Concrete, Inc. for the site wall/improvement project at SAC Orange County Sheriff's Regional Training Academy as presented.
- 4.10 Ratification of Award of Bid #1311 for Flooring Replacement at Chavez Building at Santa Ana College  
The board ratified the award of Bid #1311 to Moore Flooring, Inc. for flooring replacement at Chavez Building at SAC as presented.
- 4.11 Approval of Agreement with Cumming Construction Management, Inc. for Construction Management Services for Building U Portable Renovations Project at Santiago Canyon College (SCC)  
The board approved the contract with Cumming Construction Management, Inc. for construction management services for Building U portable renovations project at SCC as presented.
- 4.12 Approval of Instructure Agreement for Canvas Learning Management System  
The board approved the two-year agreement for SAC and SCC with instructure for canvas learning management system as presented.
- 4.13 Approval of Independent Contractor  
The board approved the following independent contractor: Jennifer Walsvick to provide mental health consulting services, coordination, record keeping and documentation to assure compliance with the Early Head Start Performance program standards for Santa Ana College Early Childhood Education Center. Dates of service are January 10, 2017, through December 31, 2017. The fee is estimated at \$21,000.

1.6 Approval of Consent Calendar (contd.)

4.14 Approval of Purchase Orders

The board approved the purchase order listing for the period November 12, 2016, through December 6, 2016.

5.1 Approval of Amendment to Memorandum of Understanding (MOU) between RSCCD and Educational Testing Service (ETS)

The board approved the amendment to the MOU 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.

1.7 Public Hearing – Rancho Santiago Community College District Initial Bargaining Proposal to Child Development Centers – California School Employees Association (CSEA) Chapter 888

There were no public comments.

**2.0 INFORMATIONAL ITEMS AND ORAL REPORTS**

2.1 Report from the Chancellor

Dr. Raúl Rodríguez, Chancellor, provided a report to the board.

2.2 Reports from College Presidents

The following college representatives provided reports to the board:

Dr. John Hernandez, Interim President, Santiago Canyon College  
Dr. Linda Rose, President, Santa Ana College

2.3 Report from Student Trustee

Ms. Chian provided a report to the board.

2.4 Reports from Student Presidents

Ms. Chian, Student President, Santiago Canyon College, provided a report to the board.

There was no representation from Santa Ana College.

2.5 Report from Classified Representative

Ms. Connie Ramos, President, CSEA, Chapter 579, provided a report to the board on behalf of the classified staff.

## 2.6 Reports from Academic Senate Presidents

The following academic senate representatives provided reports to the board:

Mr. Michael DeCarbo, Academic Senate President, Santiago Canyon College  
Dr. Elliott Jones, Academic Senate President, Santa Ana College

## 2.7 Reports from Board Committee Chairpersons

The January 5, 2017, Board Facilities Committee meeting was cancelled; therefore, there was no report.

## 3.0 INSTRUCTION

Items 3.2 through 3.5 were approved as part of Item 1.6 (Consent Calendar).

### 3.1 Approval of Santa Ana College Memorandum of Understanding with Mexican Consulate in Santa Ana

It was moved by Mr. Hernandez and seconded by Ms. Alvarez to approve the SAC Memorandum of Understanding with the Mexican Consulate in Santa Ana, California. Ms. Alvarez and Mr. Hernandez commended staff on the relationship with the Mexican Consulate. Ms. Alvarez asked that the meeting be adjourned in memory of Ms. Alejandra Garcia Williams, former Mexican Consul in Santa Ana, who died on December 20, 2016. The motion carried with the following vote: Aye – Ms. Alvarez, Mr. Hanna, Mr. Hernandez, Ms. Mendoza, and Mr. Yarbrough. Student Trustee Chian's advisory vote was aye.

## 4.0 BUSINESS OPERATIONS/FISCAL SERVICES

Items 4.1, 4.2, 4.3, 4.4, 4.5, and 4.7 through 4.14 were approved as part of Item 1.6 (Consent Calendar).

### 4.6 Ratification of Award of Bid #1309 for Wallpaper Removal and Painting at District Office

It was moved by Ms. Mendoza and seconded by Mr. Hernandez to ratify the award of Bid #1309 to TL Veterans Construction, Inc. for wallpaper removal and painting at the district office as presented. Discussion ensued. The motion carried with the following vote: Aye – Ms. Alvarez, Mr. Hanna, Mr. Hernandez, Ms. Mendoza, and Mr. Yarbrough. Student Trustee Chian's advisory vote was aye.

## 5.0 GENERAL

Item 5.1 was approved as part of Item 1.6 (Consent Calendar).

## 5.2 Board Member Comments

Mr. Hernandez reported that he and Mr. Hanna recently attended a city of Santa Ana Council meeting and swearing in ceremony. He stated that the mayor indicated he is looking forward to working with the Rancho district. Mr. Hernandez reported that the Orange County Register published an article about the Santa Ana Acting City Manager and he looks forward to the Rancho district working with Acting City Manager Gerardo Mouet.

Mr. Hernandez reported that he attended the Santa Ana Unified School District swearing in ceremony for its trustees. He reported he also recently attended a groundbreaking for the community center at Roosevelt Elementary School, an opening at Nicholas Academic Center at Centennial Education Center, and an art walk at Santa Ana Village.

Mr. Yarbrough asked that the answers to his questions on Items 4.5 (Ratification of Award of Bid #1312 for Tenant Improvements at District Office ) and 4.7 (Agreement with Sandy Pringle Associates for Inspector of Record Services for Site Wall/Improvement at SAC Orange County Sheriff's Regional Training Academy) be attached to the minutes.

Mr. Yarbrough and Ms. Alvarez reported they plan to attend the Association of Community College Trustees National Legislative Conference in Washington D.C. on February 13-16.

As chairperson of the Board Fiscal/Audit Committee, Mr. Yarbrough indicated he is looking forward to working with the district's new auditing firm, Vincenti, Lloyd & Stutzman.

Ms. Alvarez asked that the Santa Ana Acting City Manager be apprised of the issues at Centennial Park.

Ms. Alvarez commended Dr. Rose on SAC's strategy to increase FTES (Full Time Equivalent Students) figures but reminded her to approach the changes with a balance since the district is a government agency.

Ms. Mendoza thanked Ms. Ramos for her report on behalf of the classified staff.

Ms. Mendoza commended the college presidents on their reports, which included strategies to increase enrollment.

Ms. Mendoza thanked Ms. Velasco for attending the board meeting and providing board members with information on NALEO.

## 5.2 Board Member Comments (contd.)

Mr. Hanna reported that he and Ms. Mendoza plan to attend the Santa Ana Chamber of Commerce Leadership Reception on January 26.

Mr. Hanna asked that the Board Policy Committee review the issue discussed during Item 4.6 regarding items brought to the board for approval rather than ratification, and administrative regulations for the gift ban and ethics board policies.

Mr. Hanna indicated that Ms. Alvarez led the effort to protect the district's faculty, staff and students at district facilities. He asked Ms. Alvarez to discuss public safety at a future Board Safety & Security Committee meeting.

Mr. Hernandez indicated he recently visited the SCC campus and was pleased to meet with the president and vice presidents.

Dr. Rodriguez reported the following will be discussed in closed session:

Conference with Real Property Negotiators (pursuant to Government Code Section 54956.8)

Property: 2333 N. Broadway, Santa Ana, CA 92706  
Agency Negotiators: Raúl Rodríguez, Chancellor, Rancho Santiago Community College District  
Negotiating Parties: The Colton Company  
Under Negotiation: Price and Terms of Payments

### **RECESS TO CLOSED SESSION**

The board convened into closed session at 5.44 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
2. Conference with Labor Negotiator (pursuant to Government Code Section 54957.6)  
Agency Negotiator: Ms. Judy Chitlik, Interim Vice Chancellor of Human Resources  
Employee Organizations: Faculty Association of Rancho Santiago Community College District (FARSCCD)  
California School Employees Association (CSEA), Chapter 579
3. Student Expulsion (pursuant to Education Code 72122)  
Student I.D. #1956059
4. Conference with Real Property Negotiators (pursuant to Government Code Section 54956.8)  
Property: 2333 N. Broadway, Santa Ana, CA 92706  
Agency Negotiators: Raúl Rodríguez, Chancellor, Rancho Santiago Community College District  
Negotiating Parties: The Colton Company  
Under Negotiation: Price and Terms of Payments

Ms. Chian left the meeting at this time.

## **RECONVENE**

The board reconvened at 6:27 p.m.

### **Closed Session Report**

Ms. Mendoza reported during closed session the board discussed public employment, labor negotiations, and real property negotiations; and no reportable action was taken during closed session.

### **Public Comment**

There were no public comments.

## **6.0 HUMAN RESOURCES**

### **6.1 Management/Academic Personnel**

It was moved by Mr. Yarbrough and seconded by Ms. Alvarez to approve the following action on the management/academic personnel docket. The motion carried with the following vote: Aye – Ms. Alvarez, Mr. Hanna, Mr. Hernandez, Ms. Mendoza, and Mr. Yarbrough.

- Ratify Resignations/Retirements
- Approve Interim Assignments
- Approve Extension of Interim Assignments
- Approve Banked Leave of Absence for 2016-2017
- Approve Sabbatical Leave of Absences for 2016-2017
- Approve Leaves of Absence
- Approve CSEA Chapter 888 Changes of Classification
- Approve Beyond Contract/Overload Stipends
- Approve Part-time Hourly New Hires/Rehires
- Approve Non-paid Instructors of Record
- Approve Non-paid Intern Services

### **6.2 Classified Personnel**

It was moved by Mr. Yarbrough and seconded by Ms. Alvarez to approve the following action on the classified personnel docket. The motion carried with the following vote: Aye – Ms. Alvarez, Mr. Hanna, Mr. Hernandez, Ms. Mendoza, and Mr. Yarbrough.

- Approve New Appointment
- Approve Hourly Ongoing to Contract Assignments
- Approve Temporary to Contract Assignments
- Approve Professional Growth Increments



6.2 Classified Personnel (contd.)

- Approve Out of Class Assignments
- Approve Return to Regular Assignments
- Approve Changes in Position
- Approve Leaves of Absence
- Ratify Resignations/Retirements
- Approve Temporary to Hourly Ongoing Assignments
- Approve Temporary Assignments
- Approve Additional Hours for Ongoing Assignments
- Approve Substitute Assignments
- Approve Miscellaneous Positions
- Approve Student Assistant Lists

6.3 Approval of Search Consultant for Santiago Canyon College Presidential Search

It was moved by Mr. Yarbrough and seconded by Ms. Mendoza to engage Community College Search Services and authorize the chancellor or his designee to execute the required documents to retain the firm. Discussion ensued. The motion carried with the following vote: Aye – Ms. Alvarez, Mr. Hanna, Mr. Hernandez, Ms. Mendoza, and Mr. Yarbrough.

6.4 Authorization for Board Travel/Conferences

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

**7.0 ADJOURNMENT**

The next regular meeting of the Board of Trustees will be held on Monday, February 6, 2017.

There being no further business, Mr. Hanna declared the meeting adjourned at 6:31 p.m., in memory of Ms. Alejandra Garcia Williams, former Mexican Consul in Santa Ana, who died on December 20, 2016.

Respectfully submitted,

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Raúl Rodríguez, Ph.D.  
Chancellor

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

Minutes approved: February 6, 2017

