

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT (RSCCD)

2323 North Broadway, #107

Santa Ana, CA 92706

Board of Trustees

(Regular meeting)

Monday, September 23, 2019

MINUTES

1.0 PROCEDURAL MATTERS

1.1 Call to Order

The meeting was called to order at 4:37 p.m. by Phillip Yarbrough. Other members present were Ms. Claudia Alvarez, Mr. John Hanna, Mr. Zeke Hernandez, Mr. Larry Labrado, and Mr. Theodore Moreno. Ms. Arianna Barrios arrived at the time noted. Ms. Nelida Mendoza was not present due to illness.

Administrators present during the regular meeting were Ms. Tracie Green, Mr. Peter Hardash, Dr. John Hernandez, Mr. Marvin Martinez, Mr. Enrique Perez, 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 Ms. Narges Rabii-Rakin, President, Faculty Association of Rancho Santiago Community College District (FARSCCD).

1.3 Approval of Additions or Corrections to Agenda

There were no additions or corrections to the agenda.

1.4 Public Comment

Ms. Rabii-Rakin spoke regarding settling a tentative agreement between the District and FARSCCD.

1.5 Approval of Minutes

It was moved by Ms. Alvarez and seconded by Mr. Labrado to approve the minutes of the regular meeting held September 9, 2019. The motion carried with the following vote: Aye – Ms. Alvarez, Mr. Hanna, Mr. Hernandez, Mr. Labrado, and Mr. Yarbrough. Student Trustee Moreno's advisory vote was aye.

1.6 Approval of Consent Calendar

It was moved by Mr. Hernandez and seconded by Mr. Labrado 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 3.2 (Standard Multi-Tenant Office Lease - Gross Lease with Santora Group LLC, a California Limited Liability Company and KET Glenoaks LLC, a California Limited Liability Company) which was removed from the Consent Calendar by Mr. Hernandez. The motion carried with the following vote: Aye – Ms. Alvarez, Mr. Hanna, Mr. Hernandez, Mr. Labrado, and Mr. Yarbrough. Student Trustee Moreno's advisory vote was aye.

3.1 Approval of Memorandum of Understanding (MOU) with Santa Ana Unified School District (SAUSD)

The board approved the MOU with SAUSD as presented.

3.3 Approval of RSCCD Professional Services Agreement with Gate Languages

The board approved the RSCCD professional services agreement with Gate Languages located in Huntington Beach, California, as presented.

3.4 Approval of RSCCD Professional Services Agreement with The Treasury Creative Studios

The board approved the RSCCD professional services agreement with The Treasury Creative Studios located in Orange, California, as presented.

3.5 Approval of Professional Services Agreement with Interact Communications, Inc. for Online Career Technical Education (CTE) Pathways Marketing Campaign

The board approved the professional services agreement with Interact Communications, Inc. for an online CTE pathways marketing campaign as presented.

4.1 Approval of Payment of Bills

The board approved payment of bills as submitted.

4.2 Approval of Budget Increases/Decreases and Budget Transfers

The board approved budget increases, decreases and transfers from July 1, 2019, to September 10, 2019.

4.3 Approval of 2018-2019 CCFS-311 Annual Budget and Financial Report, including Gann Appropriation Limit

The board approved the 2018-2019 CCFS-311 annual budget and financial report as presented pending any audit adjustments and establishing the District's 2019-2020 Gann Appropriations Limit in the amount of \$266,450,015.

1.6 Approval of Consent Calendar (cont.)

4.4 Approval of Agreement with SVA Architects, Inc. for Architectural Services for Campus Entrance Improvements – Phase 1 Preliminary Schematic Design Phase at Santa Ana College (SAC)

The board approved the agreement with SVA Architects, Inc. for architectural services for campus entrance improvements – Phase 1 preliminary schematic design phase at SAC as presented.

4.5 Approval of Surplus Property

The board approved declaring the list of equipment as surplus property and utilizing The Liquidation Company to conduct an auction as presented.

4.6 Approval of Donation of Surplus Items

The board approved the donation of surplus items to Orange Unified School District and Garden Grove Unified School District as presented.

4.8 Approval of Purchase Orders

The board approved the purchase order listing for the period July 14, 2019, through August 17, 2019.

5.1 Approval of Resource Development Items

The board approved budgets, accepted grants, and authorized the Vice Chancellor of Business Operations/Fiscal Services or his designee to enter into related contractual agreements on behalf of the district for the following:

- Nursing Program Support Grant (SAC) \$207,358
- Upward Bound – Math & Science Program – Year 3 (Santiago Canyon College [SCC]) \$287,537
- Upward Bound – Veterans Program – Year 3 (SAC) \$287,537

5.2 Approval of Sub-Agreement between RSCCD and Orange County Business Council for Strong Workforce Program – Regional Funds Initiative

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.

5.3 Approval of First Amendment to Sub-Agreement between RSCCD and Sonoma County Junior Community College District for Sector Navigator – Retail/Hospitality/Tourism Grant

The board approved the first 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.

1.6 Approval of Consent Calendar (cont.)

5.4 Approval of Professional Services Agreement with Dan Watanabe for Sector Navigator – Information Communication Technology (ICT)/Digital Media – Industry Sector Projects in Common Funded by Key Talent Administration and Sector Strategy Fiscal Agent Grant

The board approved the professional services Agreement with Dan Watanabe and authorization be given to the Vice Chancellor, Business Operations/Fiscal Services or his designee to sign and enter into a related contractual agreement on behalf of the district.

5.5 Approval of Agreement between RSCCD and Economic Modeling, LLC of Moscow, Idaho (“Emsi”) for Strong Workforce Program – Regional Funds Initiative

The board approved the 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.

5.6 Approval of Professional Services Agreement with Altrex Performance Solutions

The board approved the professional services agreement with Altrex Performance Solutions 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.

2.0 INFORMATIONAL ITEMS AND ORAL REPORTS

2.1 Report from the Chancellor

Mr. Marvin Martinez, Chancellor, provided a report to the board.

Ms. Barrios arrived near the end of the Chancellor’s report.

2.2 Reports from College Presidents

The following college representatives provided reports to the board:

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

NOTE: At the April 24, 2017, board meeting Ms. Barrios asked that the enrollment reports presented by the college presidents be attached to the minutes.

2.3 Report from Student Trustee

Mr. Moreno provided a report to the board.

2.4 Reports from Student Presidents

The following student representatives provided a report to the board on behalf of the Associated Student Government (ASG) organization:

Mr. Mariano Cuellar, Student President, Santa Ana College
Mr. Jio Gallardy, Student President, Santiago Canyon College

2.5 Report from Classified Representative

There was no representation from 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
Mr. Roy Shahbazian, Academic Senate President, Santa Ana College

2.7 Reports from Board Committee Chairpersons and Representatives of the Board

Mr. Hanna provided a report on the September 23, 2019, Board Policy Committee meeting.

Mr. Hernandez provided a report on the September 12, 2019, Orange County Community Colleges Legislative Task Force meeting.

3.0 INSTRUCTION

Items 3.1, 3.3, 3.4, and 3.5 were approved as part of Item 1.6 (Consent Calendar).

3.2 Approval of Standard Multi-Tenant Office Lease - Gross Lease with Santora Group LLC, a California Limited Liability Company and KET Glenoaks LLC, a California Limited Liability Company

It was moved by Mr. Labrado and seconded by Ms. Barrios to approve the standard multi-tenant office lease - gross lease with Santora Group LLC, a California limited liability company and KET Glenoaks, LLC, a California limited liability company located in Newport Beach, California, as presented. Mr. Hernandez indicated Dr. Lamb addressed his concerns. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, and Mr. Yarbrough. Student Trustee Moreno's advisory vote was aye.

4.0 BUSINESS OPERATIONS/FISCAL SERVICES

Items 4.1 through 4.6, and 4.8 were approved as part of Item 1.6 (Consent Calendar).

4.7 Adoption of Resolution No. 19-21 for Conflict of Interest Code

It was moved by Ms. Alvarez and seconded by Mr. Hernandez to adopt Resolution No. 19-21 for Conflict of Interest Code as presented. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, and Mr. Yarbrough. Student Trustee Moreno’s advisory vote was aye.

5.0 GENERAL

Items 5.1 through 5.6 were approved as part of Item 1.6 (Consent Calendar).

5.7 Adoption of Resolution 19-22 for Support of Undocumented Students Week of October 14-18, 2019

It was moved by Ms. Alvarez and seconded by Mr. Hernandez to adopt Resolution No. 19-22 for Support of Undocumented Students Week of Action October 14-18, 2019. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, and Mr. Yarbrough. Student Trustee Moreno’s advisory vote was aye.

5.8 Review of Santa Ana College and Santiago Canyon College Updated Priorities for Proposed Bond

The board reviewed the SAC and SCC updated priorities for a proposed bond and received clarification on items on the list from staff.

5.9 Board Member Comments

Ms. Alvarez congratulated SAC staff and SAC Foundation staff for the President’s Circle event held on September 12, and expressed appreciation for the students who spoke at the event. She asked if the student who began her education at Centennial Education Center (CEC) would be able to speak on behalf of CEC at the City of Santa Ana Council meeting on October 15.

Ms. Alvarez congratulated Mr. Hanna on his assistance in obtaining a grant in Behavioral Sciences for SAC.

Mr. Yarbrough reported he also attended the President’s Circle event.

Mr. Hernandez reported that he attended the SAC football game against Fullerton College, and congratulated SCC’s Women’s soccer team on an undefeated season so far and a first place winner in cross country.

5.9 Board Member Comments (cont.)

Mr. Hernandez asked the chancellor to respond to his email regarding athletic fields.

Mr. Hanna reported that he recently visited SAC's art gallery and asked that a reception be held with City of Santa Ana Councilmembers and the Consulate of Mexico in Santa Ana during the Mexican art exhibit that runs through November 14.

Mr. Moreno had a student share with him how thankful she was for Santa Ana College and the opportunities the college provided her.

RECESS TO CLOSED SESSION

The board convened into closed session at 7:25 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 Legal Counsel: Existing Litigation (pursuant to Government Code Section 54956.9[a])

Alliance of Schools for Cooperative Insurance Programs (ASCIP) vs. Sandra Elizabeth Castro Palma Claim #1805554

3. Conference with Labor Negotiator (pursuant to Government Code Section 54957.6)
Agency Negotiator: Tracie Green, Vice Chancellor, Human Resources
Employee Organizations: Faculty Association of Rancho Santiago Community College District
California School Employees Association (CSEA), Chapter 579
California School Employees Association, Chapter 888
Continuing Education Faculty Association (CEFA)
Unrepresented Management Employees
4. Conference with Labor Negotiator (pursuant to Government Code Section 54957.6)
Agency Negotiator: Tracie Green, Vice Chancellor, Human Resources
 - a. Chancellor Contract
5. Public Employee Discipline/Dismissal/Release (pursuant to Government Code Section 54957[b][1])
6. Conference with Real Property Negotiators (pursuant to Government Code Section 54956.8)
Property: Centennial Education Center/Centennial Park
2900 W. Edinger Avenue, Santa Ana, California
Agency Negotiators: Marvin Martinez, Chancellor, Rancho Santiago Community College District
Negotiating Parties: City of Santa Ana
Under Negotiation: Price and Terms of Payment

7. Status of City of Santa Ana Police Department Investigation of Santa Ana College Incident (pursuant to Government Code 54957 [a])

Mr. Moreno left the meeting at this time.

RECONVENE

The board reconvened at 8:42 p.m.

Closed Session Report

Mr. Hernandez reported during closed session the board discussed public employment, existing litigation, labor negotiations, the chancellor's contract, public employee discipline/dismissal/release, real property negotiations, and the status of the City of Santa Ana Police Department investigation of the SAC incident; and the board took action to release a 19-hour part-time District Safety Officer with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, and Mr. Yarbrough.

Public Comment

There were no public comments.

6.0 HUMAN RESOURCES

6.1 **Management/Academic Personnel**

It was moved by Ms. Barrios 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, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, and Mr. Yarbrough.

- Approve Extensions of Interim/Short-term Assignment
- Ratify Resignations/Retirements
- Approve 2019-2020 CEFA Permanent Hourly Salary Schedule Effective August 12, 2019
- Approve Beyond Contract/Overload & Summer Stipends
- Approve Leaves of Absence
- Approve Part-time Hourly New Hires/Rehires
- Approve Non-paid Instructors of Record

6.2 Classified Personnel

It was moved by Ms. Barrios 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, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, and Mr. Yarbrough.

- Approve New Appointments
- Approve Professional Growth Increments
- Approve Longevity Increments
- Approve Out of Class Assignments
- Approve Changes in Salary Placement
- Ratify Resignations/Retirements
- Approve Short Term Assignments
- Approve Changes in Temporary Assignments
- Approve Additional Hours for Ongoing Assignment
- Approve Substitute Assignments
- Approve Miscellaneous Positions
- Approve Volunteers
- Approve Student Assistant Lists

6.3 Approval of Services Agreement with NEOGOV

It was moved by Ms. Barrios and seconded by Ms. Alvarez to approve the services agreement with NEOGOV as presented. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, and Mr. Yarbrough.

6.4 Approval of Fringe Benefit Providers for Calendar Year 2020

It was moved by Ms. Barrios and seconded by Ms. Alvarez to approve the renewal of the insurance programs at the negotiated rates and authorization be given to the Chancellor or his designee to enter into appropriate agreements with the list of companies for the period of January 1, 2020, to December 31, 2020. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, and Mr. Yarbrough.

6.5 Authorization for Board Travel/Conferences

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

7.0 ADJOURNMENT

The next regular meeting of the Board of Trustees will be held on October 14, 2019, at Santiago Canyon College, 8045 E. Chapman Avenue, Room H-106, Orange, California.

There being no further business, Mr. Yarbrough declared the meeting adjourned at 8:44 p.m.

Respectfully submitted,

Marvin Martinez, Chancellor

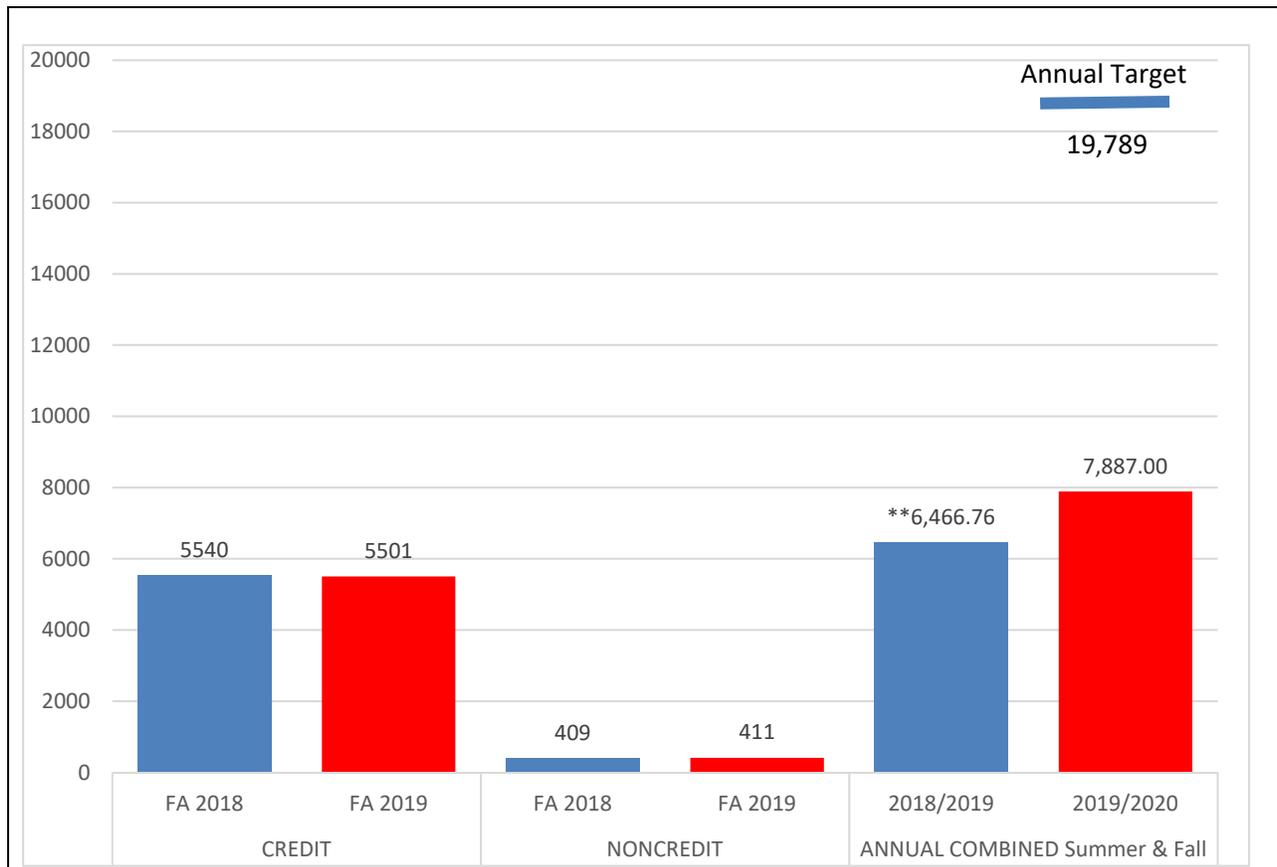
Approved: _____
Clerk of the Board

Minutes approved: October 14, 2019



SAC 2019/2020 Fall Enrollment Report

*Date: 09/19/19



FTES Target

Terms	2019/2020	DIFF	PCT
Credit FA Target	6860.00		
Credit FA Projection	6792.00	-68.00	-1%
Noncredit FA Target	1683.00		
Noncredit FA Projection	1683.00	0.00	0%
Annual Target	19789.00		
Annual Projection	19789.00	0.00	0%

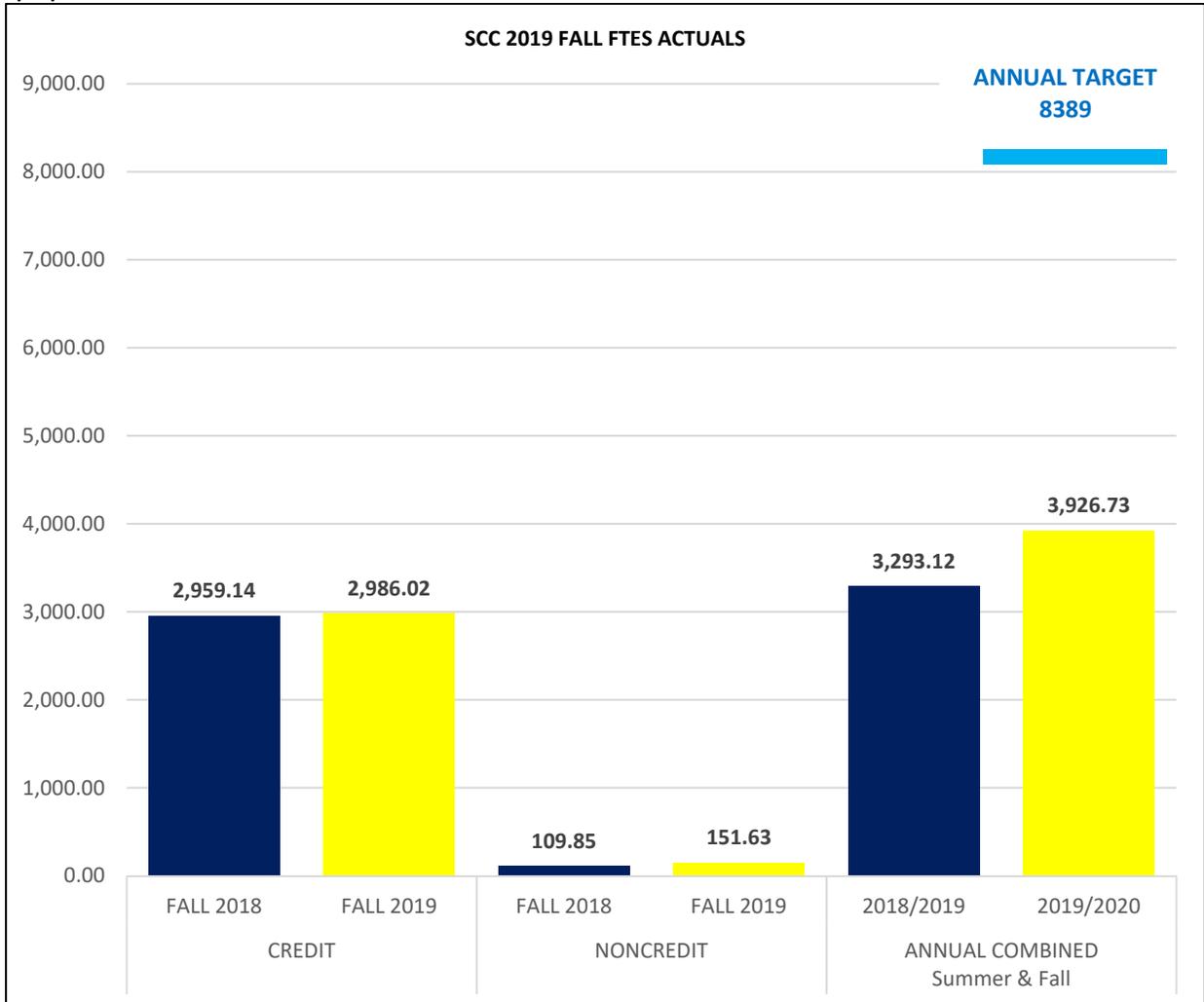
NOTES:

* This report represents a “moment in time” comparison between like terms.

**Accounts for summer shift of 942.34 FTES shifted from 2018/19 to 2017/18 which decreased summer 2018 FTES as well as the 2018/2019 Annual Combined Total.



SCC 2019/2020 ENROLLMENT REPORT
9/20/19



FTES TARGETS

TERMS	2019/2020	DIFF	PCT
Credit Fall Target	3015		
Credit Fall Projection	3015	0	0%
Noncredit Fall Target	420		
Noncredit Fall Projection	420	0	0%
Annual Target	8389		
Annual Projection	8389	0	0%

NOTES:

*Accounts for summer shift of 450.66 FTES shifted from 2018/19 to 2017/18 which decreased summer 2018 FTES as well as the 2018/2019 Annual Combined Total.

SOURCE: Executive Dashboard Report