

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT (RSCCD)**  
**Board of Trustees (Regular meeting)**  
**via Zoom and Limited In-Person Attendance**  
**Santa Ana College**  
**1530 W. 17<sup>th</sup> Street, Large Gym (Room G-105)**  
**Santa Ana, CA 92706**

**Monday, January 11, 2021**

**MINUTES**

**1.0 PROCEDURAL MATTERS**

1.1 Call to Order

The limited in-person and Zoom meeting was called to order at 4:37 p.m. by Mr. Phil Yarbrough. Those participating in-person included Dr. Tina Arias Miller, Mr. David Crockett, Mr. John Hanna, and Mr. Yarbrough; and Mr. Larry Labrado, Mr. Zeke Hernandez, Mr. Sal Tinajero, and Mr. Mariano Cuellar participated via teleconference (Zoom) pursuant to Governor Newsom's Executive Order N-29-20.

Administrators present in-person included Ms. Tracie Green, Dr. Marilyn Flores, Mr. Marvin Martinez, Mr. Adam O'Connor, and Mr. Enrique Perez; Mr. Jose Vargas was present via teleconference (Zoom). Ms. Maria Madrigal was present in-person as record keeper.

1.2 Installation Ceremony

Mr. Yarbrough welcomed those in attendance.

The Pledge of Allegiance was led by Mr. Crockett, Clerk, RSCCD Board of Trustees.

1.3 Approval of Additions or Corrections to Agenda

There were no additions or corrections to the agenda.

1.4 Public Comment

Ms. Maria Aguilar Beltran spoke on behalf of Santa Ana College (SAC) and Santiago Canyon College (SCC) Equity Leadership teams regarding the importance of equity and social justice-centered work.

1.5 Approval of Minutes

It was moved by Dr. Arias Miller and seconded by Mr. Tinajero to approve the minutes of the regular meeting held December 14, 2020. The motion carried with the following vote: Aye – Dr. Arias Miller, Mr. Crockett, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Mr. Tinajero, and Mr. Yarbrough. Due to technical difficulties, Student Trustee Cuellar's advisory vote was not recorded.

1.6 Approval of Consent Calendar

It was moved by Mr. Labrado and seconded by Mr. Crockett 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 – Dr. Arias Miller, Mr. Crockett, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Mr. Tinajero, and Mr. Yarbrough. Student Trustee Cuellar’s advisory vote was aye.

- 3.1 Approval of Memorandum of Agreement between Rancho Santiago Community College District on behalf of Santa Ana College Occupational Therapy Assistant Program and The Salvation Army  
The board approved the memorandum of agreement between Rancho Santiago Community College District on behalf of the SAC Occupational Therapy Assistant Program and The Salvation Army, as presented.
- 3.2 Approval of Clinical Education Agreement with Providence Health System – Southern California  
The board approved the clinical education agreement with Providence Health System - Southern California, as presented.
- 3.3 Approval of Dual Enrollment Agreement between Vista Meridian Global Academy and Rancho Santiago Community College District  
The board approved the dual enrollment agreement between Vista Meridian Global Academy and RSCCD, as presented.
- 3.4 Approval of Agreement No. 20-W242 with South Bay Workforce Investment Board, Inc and Santa Ana College  
The board approved the agreement No. 20-W242 with the South Bay Workforce Investment Board, Inc. and SAC, as presented.
- 3.5 Approval of Third Amendment to Agreement between Rancho Santiago Community College District and LeeAnn Stone  
The board approved the third amendment to agreement between RSCCD and LeeAnn Stone, as presented.
- 3.6 Approval of Educational Affiliation Agreement with West Orange County Consortium for Special Education (WOCCSE)  
The board approved the educational affiliation agreement with WOCCSE, as presented.
- 3.7 Acceptance of Sabbatical Leave Report from Raymond Hicks, Professor of English for Multilingual Students  
The board accepted the sabbatical leave report from Raymond Hicks, Professor of English for multilingual students, as presented.

1.6 Approval of Consent Calendar (cont.)

- 3.8 Acceptance of Sabbatical Leave Report from Jungwon Jin, Professor of Music  
The board accepted the sabbatical leave report from Jungwon Jin, Professor of Music, as presented.
- 3.9 Acceptance of Sabbatical Leave Report from Krystal Meier, Professor of Mathematics  
The board accepted the sabbatical leave report from Krystal Meier, Professor of Mathematics, as presented.
- 3.10 Acceptance of Sabbatical Leave Report from Irene Soriano, Professor of Art  
The board accepted the sabbatical leave report from Irene Soriano, Professor of Art, as presented.
- 3.11 Approval of Proposed Revisions for the 2020–2021 Santa Ana College Catalog Addendum  
The board approved the proposed revisions for the 2020–2021 SAC catalog addendum, as presented.
- 3.12 Approval of Proposed Revisions for the 2021 – 2022 Santa Ana College Catalog  
The board approved the proposed revisions for the 2021–2022 SAC catalog, as presented.
- 3.13 Approval of Health Sciences Program Agreement Between the Regents of the University of California and Rancho Santiago Community College District  
The board approved the Health Sciences Program agreement between the Regents of the University of California and RSCCD, as presented.
- 3.14 Approval of Agreement Between Santa Ana Unified School District and Rancho Santiago Community College District for Middle College High School (MCHS)  
The board approved the agreement between Santa Ana Unified School District and RSCCD for MCHS, as presented.
- 3.15 Approval of Memorandum of Understanding (MOU) with Young Men’s Christian Association (YMCA) of Orange County  
The board approved the MOU with YMCA of Orange County, as presented.
- 3.16 Approval of Agreement with South Bay Workforce Investment Board with Santiago Canyon College  
The board approved the agreement with South Bay Workforce Investment Board with SCC, as presented.

1.6 Approval of Consent Calendar (cont.)

- 3.17 Approval of Memorandum of Understanding with Foothill-De Anza Community College District  
The board approved the MOU with Foothill-De Anza Community College District, as presented.
- 3.18 Approval of Amendment #4 to Classroom Lease for 2000 Chapman Inc.  
The board approved amendment #4 to the classroom lease for 2000 Chapman Inc., as presented.
- 4.1 Approval of Payment of Bills  
The board approved the payment of bills, as submitted.
- 4.2 Approval of Budget Increases/Decreases, and Budget Transfers  
The board approved the budget transfers, increases, and decreases from December 2, 2020, through December 14, 2020.
- 4.3 Approval of Contract for Independent Audit Services  
The board approved the contract for independent audit services, as presented.
- 4.4 Approval of Amendment to Agreement with The Solis Group for Labor Compliance and Community Student Workforce Project Agreement Coordinator Consulting Services for Various Projects at Santa Ana College  
The board approved the amendment to agreement with the Solis Group for labor compliance and community student workforce project agreement coordinator consulting services for various projects at SAC, as presented.
- 4.5 Approval of Agreement with Converse Consultants for Environmental Import Materials Testing Services for Russell Hall Replacement (Health Sciences) Project at Santa Ana College  
The board approved the agreement with Converse Consultants for environmental import materials testing services for the Russell Hall replacement (Health Sciences) project at SAC, as presented.
- 4.6 Approval of Agreement with Twining, Inc. for Materials Testing and Special Inspection Services for the Russell Hall Replacement (Health Sciences) Project at Santa Ana College  
The board approved the agreement with Twining, Inc. for materials testing and special inspection services for the Russell Hall replacement (Health Sciences) project at SAC, as presented.
- 4.7 Approval of Agreement with Knowland Construction Services for Project Inspection Services for Barrier Removal East Broadmoor Trail Repair at Santiago Canyon College  
The board approved the agreement with Knowland Construction Services for project inspection services for barrier removal East Broadmoor trail repair at SCC, as presented.

1.6 Approval of Consent Calendar (cont.)

4.8 Approval of Amendment to Agreement with Ware Disposal for Integrated Waste Management Services

The board approved the amendment to agreement with Ware Disposal for integrated waste management services, as presented.

4.9 Approval of Purchase Orders

The board approved the purchase order listing for the period November 8, 2020, through December 5, 2020, as presented.

5.1 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:

- Early Head Start - District Office (DO) \$ 2,030,312
- K12 Strong Workforce Program – Round 3 (DO) \$37,129,370
- Project RAISE (Regional Alliance in Science, Technology, Engineering and Math [STEM] Education) – Year 5 (SCC) \$ 20,000
- Strong Workforce Program Fiscal Agent 2020/21 (DO) \$12,500,000
- Strong Workforce Program K-12 Pathway Coordinators and K-14 Technical Assistance Providers – Fiscal Agent (DO) – Update N/A
- U.S. Small Business Administration/California State University, Fullerton – Orange County/Inland Empire Regional Small Business Development Center Network (DO) \$ 250,000

5.2 Approval of Sub-Agreement between RSCCD and Taller San Jose Hope Builders for the Behavior Technician Certificate Program+ Grant (#DO-20-3243-01)

The board approved the sub-agreement between RSCCD and Taller San Jose Hope Builders for the Behavior Technician Certificate Program+ Grant 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 Professional Service Agreement with Jennifer Walsvick

The board approved the professional service agreement with Jennifer Walsvick and authorized the Vice Chancellor, Business Operations/Fiscal Services or his designee to sign and enter into a related agreement on behalf of the district.

1.7 Presentation on State Budget and New Federal Stimulus

Mr. O'Connor provided a presentation on the State budget and new fiscal stimulus. Board members received clarification on data related to the presentation from Mr. O'Connor.

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

There were no public comments.

## **2.0 INFORMATIONAL ITEMS AND ORAL REPORTS**

- 2.1 Report from the Chancellor

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

- 2.2 Reports from College Presidents

The following college representatives provided reports to the board:

Dr. Marilyn Flores, Interim President, Santa Ana College  
Mr. Jose Vargas, Interim President, Santiago Canyon College

- 2.3 Report from Student Trustee

Mr. Cuellar 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. Henry Gardner, Student President, Santiago Canyon College  
Mr. Ben Colin, Student Vice President, Santa Ana College

- 2.5 Report from Classified Representative

Ms. Sheryl Martin, Executive Secretary, Orange Education Center, was not present but submitted a written report to the board president. Mr. Yarbrough asked that Ms. Martin's report be attached to the minutes.

- 2.6 Reports from Academic Senate Presidents

The following academic senate representatives provided reports to the board:

Mr. Craig Rutan, 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 January 4, 2021, Board Facilities Committee meeting.

### **3.0 INSTRUCTION**

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

### **4.0 BUSINESS OPERATIONS/FISCAL SERVICES**

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

### **5.0 GENERAL**

Items 5.1 through 5.3 were approved as part of Item 1.6 (Consent Calendar).

#### **5.4 Board Member Comments**

Dr. Arias Miller reported that she attended the Northgate Toy Drive at Santa Ana College and expressed appreciation to Northgate for its generous donation.

Mr. Crockett reported that he met with Mr. Martinez and other staff members. He expressed appreciation as being part of RSCCD and looks forward to meeting faculty and administrators. He asked that the board docket be provided to board members earlier in the week. Mr. Crockett commented on the student diversity, equity, and inclusion topic made under public comments (Item 1.4).

Mr. Hanna expressed appreciation for staff and their safety during these difficult times. He thanked Mr. Tinajero for his comments regarding a possible housing policy. In addition, Mr. Hanna addressed the issues that the United States' (US) democracy has been enduring in the past days and emphasized the importance of having an educated populous to assist in uniting the country.

Mr. Hernandez reported on the Diversity, Equity, and Inclusion (DEI) work he has been involved in. He indicated he was invited to participate in a DEI workgroup for mentoring and professional development. Mr. Hernandez thanked Dr. Davis and Dr. Rabbii for the collaborative efforts on diversity.

Mr. Tinajero asked that the board docket be received by board members at an earlier date in order to review it in a timely manner. He asked that a meeting be scheduled for trustees to review the agenda prior to the meeting. Mr. Tinajero asked the meeting be adjourned in memory of his uncle, Mr. Ermilio Saucedo, who recently died from COVID-19. He shared his thoughts regarding the Capitol insurgence that occurred on January 6, 2021. He asked that people be careful with the words they choose when addressing issues.

Mr. Yarbrough reported that at the request of the Association of Community College Trustees organization, he will be serving on its Audit Committee. Mr. Yarbrough indicated that he plans to discuss with Mr. Martinez the possibility of holding future board meetings via Zoom until the pandemic is less severe.

## **RECESS TO CLOSED SESSION**

The board convened into closed session at 7:45 p.m. to consider the following items:

- 1) 1 Public Employment (pursuant to Government Code Section 54957[b][1])
  - a. Full-time Faculty
  - b. Part-time Faculty
  - c. Management Staff
  - d. Classified Staff
  - e. Student Workers
  
- 2) 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 (FARSCCD)
  - California School Employees Association (CSEA), Chapter 579
  - California School Employees Association, Chapter 888
  - Continuing Education Faculty Association (CEFA)
  - Unrepresented Management Employees
  
- 3) Public Employee Discipline/Dismissal/Release (pursuant to Government Code Section 54957[b][1])
  
- 4) Conference with Legal Counsel: Anticipated/Potential Litigation (pursuant to Government Code Section 54956.9[b]-[c]) (1 matter)
  
- 5) Conference with Legal Counsel: Existing Litigation (pursuant to Government Code Section 54956.9[a]) (5 cases)
  - Sandra Elizabeth Palma v. Rancho Santiago Community College District, Orange County Superior Court Case No 30-2019-01083261-CU-PO-CJC
  
  - Loretta Jordan v. Rancho Santiago Community College District, Orange County Superior Court Case No. 30-2019-01072357-CU-WT-CJG
  
  - Joseph Robert Pineo v. Rancho Santiago Community College District, Orange County Superior Court Case No 30-2019-01092834-CU-PO-CJC
  
  - Francois Tabi v. The Regents and Trustees of Santa Ana College Case No. CV20-00323
  - Jane Doe (\*) v. SAUSD and Rancho Santiago Community College District, Case Number 30-2020-01156221-CU-PO-CJC
  
- 6) Conference with Labor Negotiator (pursuant to Government Code Section 54957.6)  
Agency Negotiator: Marvin Martinez, Chancellor
  - a. Supplemental Retirement Program, all employees represented and unrepresented

Mr. Cuellar left the meeting at this time.



## **RECONVENE**

The board reconvened at 9:25 p.m.

### **Closed Session Report**

Mr. Crockett reported the board discussed public employment, labor negotiations, public employee discipline/dismissal/release, anticipated/potential litigation, and existing litigation during closed session. In addition, during closed session the board took action to suspend a classified employee with the following vote: Aye – Dr. Arias Miller, Mr. Crockett, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Mr. Tinajero, and Mr. Yarbrough.

### **Public Comment**

There were no public comments.

## **6.0 HUMAN RESOURCES**

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

It was moved by Dr. Arias Miller and seconded by Mr. Tinajero to approve the following action on the management/academic personnel docket. The motion carried with the following vote: Aye – Dr. Arias Miller, Mr. Crockett, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Mr. Tinajero, and Mr. Yarbrough.

- Approval of Interim Assignments
- Approval of Extension of Interim Assignments
- Approval of Lecture Hour Equivalent (LHE) Workload Adjustments
- Approval of Adjusted Final Salary Placements
- Approval of Changes of Classification
- Approval of Adjusted Columns for Changes of Classification
- Approval of Adjusted Annual Rates for Change of Classification
- Approval of Leaves of Absence
- Approval of Part-time Hourly New Hires/Rehires
- Approval of Non-paid Instructors of Record
- Approval of Non-Paid Intern Services

### **6.2 Classified Personnel**

It was moved by Dr. Arias Miller and seconded by Mr. Tinajero to approve the following action on the classified personnel docket. The motion carried with the following vote: Aye – Dr. Arias Miller, Mr. Crockett, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Mr. Tinajero, and Mr. Yarbrough.

- Approval of Temporary to Contract Assignments
- Approval of Professional Growth Increments
- Approval of Changes in Position

6.2 Classified Personnel (cont.)

- Approval of Changes in Salary Placements
- Approval of Leaves of Absence
- Approval of Returns from Leave
- Approval of Short Term Assignments
- Approval of Additional Hours for Ongoing Assignments
- Approval of Substitute Assignments
- Approval of Miscellaneous Positions
- Approval of Volunteers
- Approval of Student Assistant Lists

6.3 Presentation of Rancho Santiago Community College District Initial Bargaining Proposal to Child Development Centers, California School Employees Association (CSEA) Chapter 888

It was moved by Dr. Arias Miller and seconded by Mr. Tinajero to schedule a public hearing for the next regularly scheduled board meeting and board of trustees to receive and file the district's initial bargaining proposal to the CSEA Chapter 888. The motion carried with the following vote: Aye – Dr. Arias Miller, Mr. Crockett, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Mr. Tinajero, and Mr. Yarbrough.

6.4 Approval of Professional Services Agreement between Rancho Santiago Community College District and PPL, Incorporated

It was moved by Dr. Arias Miller and seconded by Mr. Tinajero to approve of the professional services agreement between RSCCD and PPL, Incorporated as presented. The motion carried with the following vote: Aye – Dr. Arias Miller, Mr. Crockett, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Mr. Tinajero, and Mr. Yarbrough.

**8.0 ADJOURNMENT**

The next regular meeting of the Board of Trustees will be held on February 8, 2021 via Zoom.

There being no further business, Mr. Yarbrough declared the meeting adjourned at 9:27 p.m., in memory of Mr. Tinajero's uncle, Mr. Ermilio Saucedo, who recently died from COVID-19.

Respectfully submitted,

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Marvin Martinez, Chancellor

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

Minutes approved: February 8, 2021

**Report from Sheryl Martin, Classified Representative,  
for January 11, 2021, Board Meeting**

Report from a staff member who is on campus working in Counseling:

From a staff member on site, in Counseling: I physically report to my office Monday & Wednesday. When I arrive in the office I answer phones, while also using our online Live Chat platform (Cranium Café), and answering student emails that are sent to the counseling office. On Mondays the phones ring fairly frequently. We are able to assist students confidently as this has become new “norm.”

What are some of the inquires I get? Spring advisement, major change; Prerequisite Clearance, math and English placement, copies of education plans, Petitions for Pass No Pass, Petition for Overload, etc. I am able to assist them with the tools and knowledge we have been provided and refer them to a Counselor. Other miscellaneous calls or emails involve name change, holds on a student’s account, programs we offer.

45-minute counseling appointments are made for Comprehensive Student Education Plan (CSEP), students with external transcripts (transcripts from other schools), Career Education Programs (Apprenticeship, Surveying, Water Science, Real Estate; Financial Aid Appeal and our DSPS students.

Since COVID we have had many more students that are upset, stressed, anxious, and suffering. For these students I try to connect them with Student Health & Wellness or with one of our counselors asap. I have empathy for these students, they are scared and concerned while doing what they can to achieve their educational goals during these unusual times.