

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT (RSCCD)**  
**Board of Trustees (Regular meeting)**  
**via Zoom**  
**2323 North Broadway,**  
**Santa Ana, CA 92706**

**Monday, August 9, 2021**

**MINUTES**

**1.0 PROCEDURAL MATTERS**

1.1 Call to Order

The Zoom meeting was called to order at 4:32 p.m. by Dr. Tina Arias Miller via video/teleconference. Other members present were Mr. David Crockett, Mr. John Hanna, Mr. Larry Labrado, Mr. Sal Tinajero, and Ms. Elisabeth Neely participated via video/teleconference (Zoom) pursuant to Governor Newsom's Executive Order N-29-20. Mr. Zeke Hernandez and Mr. Phil Yarbrough arrived at the time noted.

Administrators present during the regular meeting via video/teleconference (Zoom) were Mr. Cheng Yu Hou, Ms. Iris Ingram, Dr. Marilyn Flores, Mr. Marvin Martinez, Mr. Enrique Perez, and Dr. Pamela Ralston. Ms. Anita Lucarelli was present via video/teleconference (Zoom) as record keeper.

1.2 Pledge of Allegiance to the United States Flag

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

1.3 Approval of Additions or Corrections to Agenda

It was moved by Mr. Tinajero and seconded by Mr. Labrado to remove Item 5.9 (First Reading of Board Policy) from the agenda. The motion carried with the following vote: Aye – Dr. Arias Miller, Mr. Crockett, Mr. Hanna, Mr. Labrado, and Mr. Tinajero. Student Trustee Neely's advisory vote was aye.

1.4 Public Comment

Mr. Morrie Barembaum thanked Faculty Association of RSCCD (FARSCCD) board members who were leaving, welcomed new FARSCCD board members, and thanked those FARSCCD board members who were remaining on the FARSCCD board.

Ms. Karen Martin spoke regarding Item 5.8 (Adoption of Board Policy) in opposition of BP 7325 SARS-CoV-2 (Severe Acute Respiratory Syndrome Coronavirus 2) Vaccination Program (NEW) – Employees.

Due to technical difficulties, Ms. Katherine Lemen lost her connection and spoke after Item 1.8 (Public Hearing).

1.4 Public Comment (cont.)

Ms. Sheryl Martin spoke in opposition of Item 6.3 (Retiree Medicare Enrollment for Eligible Retirees).

Mr. Barry Resnick spoke in favor of Item 6.3 (Retiree Medicare Enrollment for Eligible Retirees).

Mr. Hernandez arrived during public comments.

1.5 Approval of Minutes

It was moved by Mr. Hernandez and seconded by Mr. Tinajero to approve the minutes of the regular meeting held July 12, 2021. The motion carried with the following vote: Aye – Dr. Arias Miller, Mr. Crockett, Mr. Hanna, Mr. Hernandez, Mr. Labrado, and Mr. Tinajero. Student Trustee Neely’s advisory vote was aye.

1.6 Approval of Consent Calendar

It was moved by Mr. Tinajero 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 Items 3.7 (International Student Recruitment Agreement with DEOW Co. Ltd.), 3.13 (Agreement for COVID-19 Testing Services with Medica Testing Group, Inc. in Association with Eastside Family Medical), and 4.14 (Amendment No. 1 [Lease Extension] to Agreement with T-Mobile West LLC for Cellular Communications Facilities on Rooftop of District Operations Center) removed from the Consent Calendar by Mr. Hernandez; and Item 3.12 (Memorandum of Understanding between RSCCD and The Regents of the University of California on behalf of the University of California, Irvine) removed from the Consent Calendar by Ms. Neely. The motion carried with the following vote: Aye – Dr. Arias Miller, Mr. Crockett, Mr. Hanna, Mr. Hernandez, Mr. Labrado, and Mr. Tinajero. Student Trustee Neely’s advisory vote was aye.

3.1 Approval of Dual Enrollment Agreement between Mater Dei High School and Rancho Santiago Community College District

The board approved the dual enrollment agreement between Mater Dei High School and RSCCD, as presented.

3.2 Approval of Educational Affiliation Agreement with Lake Elsinore Unified School District

The board approved the educational affiliation agreement with Lake Elsinore Unified School District located in Lake Elsinore, California, as presented.

3.3 Approval of Standard Clinical Affiliation Agreement with French Park Care Center

The board approved the standard clinical affiliation agreement with French Park Care Center located in Santa Ana, California, as presented.

1.6 Approval of Consent Calendar (cont.)

- 3.4 Approval of Unified Master Services Agreement with Castle Branch, Inc.  
The board approved the unified master services agreement with Castle Branch, Inc. located in North Carolina, as presented.
- 3.5 Approval of International Student Recruitment Agreement with Bluesea Trading and Consultant Co. Ltd.  
The board approved the international student recruitment agreement with Bluesea Trading and Consultant Co. Ltd. located in Vietnam, as presented.
- 3.6 Approval of International Student Recruitment Agreement with Capstone Vietnam Co. Ltd.  
The board approved the international student recruitment agreement with Capstone Vietnam Co. Ltd. located in Vietnam, as presented.
- 3.8 Approval of International Student Recruitment Agreement with I-Studylink Co. Ltd.  
The board approved the international student recruitment agreement with I-Studylink Co. Ltd. located in Vietnam, as presented.
- 3.9 Approval of International Student Recruitment Agreement with WEDUSHARE Co. Ltd.  
The board approved the international student recruitment agreement with WEDUSHARE Co. Ltd. located in Cambodia, as presented.
- 3.10 Approval of International Student Recruitment Agreement with WIL Co. Ltd.  
The board approved the international student recruitment agreement with WIL Co. Ltd. located in Vietnam, as presented.
- 3.11 Approval of Educational Affiliation Agreement with Pine Street Physical & Occupational Therapy  
The board approved the educational affiliation agreement with Pine Street Physical & Occupational Therapy located in Stockton, California, as presented.
- 3.14 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.
- 3.15 Approval of Rancho Santiago Community College District Professional Services Agreement with Main Graphics  
The board approved the RSCCD professional services agreement with Main Graphics located in Irvine, California, as presented.

1.6 Approval of Consent Calendar (cont.)

3.16 Approval of Amendment No. 2 to Agreement No. C-7-1833 between Orange County Transportation Authority (OCTA) and Santa Ana College (SAC) for College Pass Pilot Program

The board approved Amendment No. 2 to agreement No. C-7-1833 between OCTA and SAC for the college pass pilot program, as presented.

3.17 Approval of Amendment #1 to Agreement No. C-8-1790 between Orange County Transportation Authority and Santiago Canyon College (SCC) for College Pass Pilot Program

The board approved Amendment #1 to the agreement between OCTA and SCC for the college pass pilot program, as presented.

3.18 Approval of Amendment #2 to Agreement No. C-7-1871 between Orange County Transportation Authority and Rancho Santiago Community College District for Continuing Education College Pass Pilot Program

The board approved Amendment #2 to Agreement No. C-7-1871 between OCTA and RSCCD for the Continuing Education pass program, as presented.

3.19 Approval of Five-Year Instructional Services Agreement Renewal with Orange Unified School District (OUSD)

The board approved the five-year instructional services agreement renewal with OUSD as presented.

3.20 Approval of Designated Representative to Serve as Official RSCCD Representative on Rancho Santiago Adult Education Consortium for 2021-2022 Fiscal Year

The board approved Eden Quimzon as the designated representative to serve as the official RSCCD representative on the Rancho Santiago Adult Education Consortium for the 2021-2022 fiscal year 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, and Intrafund and Interfund Transfers

The board approved budget increases, decreases and transfers, and intrafund and interfund transfers from June 28, 2021, to June 30, 2021.

4.3 Approval of Public Hearing for 2021-2022 Proposed Adopted Budget

The board approved holding a public hearing on the 2021-2022 proposed adopted budget at the September 13, 2021, board meeting.

4.4 Approval 2021-2022 Proposed Adopted Budget Assumptions

The board approved the adopted budget assumptions for the 2021-2022 fiscal year as presented.

1.6 Approval of Consent Calendar (cont.)

4.6 Approval of Amendment No. 4 (Lease Extension) to Agreement with Sprint PCS Assets, LLC for Cellular Communications Facilities on Rooftop of Building D at Santa Ana College

The board approved Amendment No. 4 (Lease Extension) to the agreement with Sprint PCS Assets, LLC as presented.

4.7 Ratification of Change Order #3 for McCarthy Building Companies, Inc. for Request for Proposal (RFP) #1819-224 Lease-Leaseback Construction Services for Johnson Student Center at Santa Ana College

The board ratified change order #3 for McCarthy Building Companies, Inc. Lease-Leaseback Construction Services for Johnson Student Center at SAC as presented.

4.8 Ratification of Award of Bid #1408 for Water Conservation Irrigation Controller Upgrade Phase 2 at Santa Ana College

The board ratified the award of Bid #1408 for the water conservation irrigation controller upgrade Phase 2 at SAC as presented.

4.9 Approval of Acceptance of Completion of RFP #1819-224 for Lease-Leaseback Construction Services for John Student Center at Santa Ana College and Approve Recording a Notice of Completion

The board accepted the project as complete and approved filing a Notice of Completion with the County as presented.

4.10 Approval of Amendment to Agreement with LSA Associates, Inc. for Traffic/Circulation Analysis for Campus Entrance Improvements Project at Santiago Canyon College

The board approved the amendment to the agreement with LSA Associates, Inc. for traffic/circulation analysis for the campus entrance improvements project at SCC.

4.11 Approval of Agreement with American Engineering Laboratories, Inc. for Materials Testing and Special Inspection Services for Orange Education Center (OEC) Site Remediation Project

The board approved the agreement with American Engineering Laboratories, Inc. for materials testing and special inspection services for the OEC site remediation project as presented.

4.12 Approval of Agreement with Innovative Construction Solutions, Inc. for Environmental Remediation Construction Services for Orange Education Center Site Remediation Project

The board approved the agreement with Innovative Construction Solutions, Inc. for environmental remediation construction services for the OEC site remediation project as presented.

1.6 Approval of Consent Calendar (cont.)

4.13 Approval of Agreement with Knowland Construction Services for Project Inspection Services for Orange Education Center Site Remediation Project

The board approved the agreement with Knowland Construction Services for project inspection services for the OEC site remediation project as presented.

4.15 Acceptance of Vendor Name Change

The board accepted the vendor name change request from Digital Networks Group, Inc. to Avidex Industries, LLC as presented.

4.16 Approval of Purchase Orders

The board approved the purchase order listing for the period June 20, 2021, through July 17, 2021.

5.1 Approval of Resource Development Items

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

- California Adult Education Program (SAC & SCC) - \$ 80,594  
*Augmentation*
- Career and Technical Education (CTE) Title I-C \$998,619  
(District/SAC/SCC)
- Nursing Program Support Grant (SAC) \$207,358

5.2 Approval of Sub-Agreement between RSCCD and Orange County Superintendent of Schools for Strong Workforce Program – Regional Funds (#DO-19-2182-33)

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

5.3 Approval of Corrections to Sub-Agreement between RSCCD and Irvine Unified School District to Award K-12 Strong Workforce Program 2020-2021 Funds (#DO-20-2504-38)

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

5.4 Approval of First Amendment to Sub-Agreement between RSCCD and Los Angeles County of Education in Los Angeles Region Selected to Host Strong Workforce Program K12 Pathway Coordinator - Year 2 (DO-19-2563-31.01)

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

1.6 Approval of Consent Calendar (cont.)

5.5 Approval of Interagency Food Service Agreement

The board approved the Interagency Food Service agreement and authorized the Vice Chancellor, Business Services or her designee to sign and enter into a related agreement on behalf of the district.

5.6 Approval of Professional Services Agreement with Jennifer Walsvick

The board approved the professional services agreement and authorized the Vice Chancellor, Business Services or her designee to sign and enter into a related agreement on behalf of the district.

5.7 Approval of Professional Services Agreement with BlackBeltHelp LLC

The board approved the professional services agreement with BlackBeltHelp LLC as presented.

1.7 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.

1.8 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.

Due to technical difficulties, Ms. Lemen rejoined the meeting and spoke at this time.

1.4 Public Comment

Ms. Katherine Lemen spoke regarding Item 5.8 (Adoption of Board Policy) in opposition of BP 7325 SARS-CoV-2 (Severe Acute Respiratory Syndrome Coronavirus 2) Vaccination Program (NEW) – Employees.

1.9 Statement of Support of Deferred Action for Childhood Arrivals (DACA) Students

Dr. Arias Miller read a statement of support of DACA students. Discussion ensued.

1.10 Discussion on Board Meetings and Closed Session

Board members discussed adding a board meeting annually in June and moving closed session on the agenda to the beginning of the board meeting. It was noted that the Board Policy Committee members will consider the recommendations discussed by the full board at its next meeting.

## **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. Jeffrey Lamb, Vice President, Santa Ana College  
Dr. Pamela Ralston, President, Santiago Canyon College

### **2.3 Report from Student Trustee**

Ms. Neely provided a report to the board.

The board president called upon the Academic Senate Presidents to provide reports at this time. Item 2.4 (Reports from Student Presidents) follows Item 2.5.

### **2.5 Reports from Academic Senate Presidents**

The following academic senate representatives provided reports to the board:

Mr. Jim Isbell, Academic Senate President, Santa Ana College  
Mr. Craig Rutan, Academic Senate President, Santiago Canyon College

### **2.4 Reports from Student Presidents**

Ms. Elisabeth Neely, Student President, Santiago Canyon College, provided a report to the board on behalf of the Associated Student Government (ASG) organization:

Mr. Julio Luna Barbosa, Student President, Santa Ana College, indicated he had no report at this time.

### **2.6 Reports from Board Committee Chairpersons and Representatives of the Board**

Dr. Arias Miller provided a report on the July 15, 2021, Board Institutional Effectiveness Committee meeting.

Mr. Hanna provided a report on the August 2, 2021, Board Facilities Committee meeting.

## **3.0 INSTRUCTION**

Items 3.1, 3.2, 3.3., 3.4, 3.5, 3.6, 3.8, 3.9, 3.10, 3.11, 3.14, and 3.16 through 3.20 were approved as part of Item 1.6 (Consent Calendar).

3.7 Approval of International Student Recruitment Agreement with DEOW Co. Ltd.

It was moved by Mr. Hernandez and seconded by Mr. Labrado to approve the international student recruitment agreement with DEOW Co. Ltd. located in Japan, as presented. Discussion ensued. The motion carried with the following vote: Aye – Dr. Arias Miller, Mr. Crockett, Mr. Hanna, Mr. Hernandez, Mr. Labrado, and Mr. Tinajero. Student Trustee Neely’s advisory vote was aye.

3.12 Approval of Memorandum of Understanding (MOU) between Rancho Santiago Community College District and The Regents of the University of California on behalf of the University of California, Irvine

It was moved by Mr. Hernandez and seconded Mr. Crockett by to approve the MOU between RSCCD and The Regents of the University of California on behalf of the University of California, Irvine, as presented. Discussion ensued. The motion carried with the following vote: Aye – Dr. Arias Miller, Mr. Crockett, Mr. Hanna, Mr. Hernandez, Mr. Labrado, and Mr. Tinajero. Student Trustee Neely’s advisory vote was aye.

3.13 Ratification of Agreement for COVID-19 Testing Services with Medica Testing Group, Inc. in Association with Eastside Family Medical Associates, Inc.

It was moved by Mr. Hernandez and seconded by Mr. Crockett to ratify the agreement for COVID-19 testing services with Medica Testing Group, Inc. in association with Eastside Family Medical Associates, Inc., as presented. Discussion ensued. The motion carried with the following vote: Aye – Dr. Arias Miller, Mr. Crockett, Mr. Hanna, Mr. Hernandez, Mr. Labrado, and Mr. Tinajero. Student Trustee Neely’s advisory vote was aye.

**4.0 BUSINESS SERVICES**

Items 4.1, 4.2, 4.3, 4.4, and 4.6 through 4.13, 4.15, and 4.16 were approved as part of Item 1.6 (Consent Calendar).

4.5 Quarterly Investment Report as of June 30, 2021

The quarterly investment report as of June 30, 2021, was presented as information.

4.14 Approval of Amendment No. 1 (Lease Extension) to Agreement with T-Mobile West LLC for Cellular Communications Facilities on Rooftop of District Operations Center

It was moved by Mr. Hernandez and seconded by Mr. Tinajero to approve Amendment No. 1 (Lease Extension) to the agreement with T-Mobile West LLC as presented. Discussion ensued. The motion carried with the following vote: Aye – Dr. Arias Miller, Mr. Crockett, Mr. Hanna, Mr. Hernandez, Mr. Labrado, and Mr. Tinajero. Student Trustee Neely’s advisory vote was aye.

## 5.0 GENERAL

Items 5.1 through 5.7 were approved as part of Item 1.6 (Consent Calendar).

### 5.8 Adoption of Board Policy

It was moved by Mr. Labrado and seconded by Mr. Crockett to adopt new Board Policy 7325 SARS-CoV-2 (Severe Acute Respiratory Syndrome Coronavirus2) Vaccination Program as presented. Discussion ensued. Mr. Hanna asked that the following previous language be included in the board policy:

*“Program participation should be mandatory, however, participation in the program is subject to limited exceptions, exemptions, and accommodations, which include approved medical exemptions, disabilities, and/or religious or personal accommodations.”*

Discussion ensued. It was moved by Mr. Hanna and seconded by Mr. Tinajero to approve amending the policy to include the abovementioned sentence. The motion carried with the following vote: Aye – Dr. Arias Miller, Mr. Crockett, Mr. Hanna, Mr. Hernandez, and Mr. Tinajero; and a nay vote from Mr. Labrado. Student Trustee Neely’s advisory vote was aye.

It was moved by Mr. Tinajero and seconded by Mr. Hernandez to approve the board policy with the amendment. The motion carried with the following vote: Aye – Dr. Arias Miller, Mr. Crockett, Mr. Hanna, Mr. Hernandez, Mr. Labrado, and Mr. Tinajero. Student Trustee Neely’s advisory vote was aye.

5.9 This item was removed from the agenda during Item 1.3 (Additions or Corrections to the Agenda).

### 5.10 Board Member Comments

Board members congratulated staff on the grand opening of the SAC Johnson Student Center on July 27, 2021, and noted how beautiful it is. Mr. Hernandez stated that he attended the grand opening but was unable to tour the building and would like to take a tour in the future with any other board members that weren’t able to tour it.

Dr. Arias Miller reported that she attended the SAC Orange County Sheriff’s Regional Training Academy Graduation on July 22, 2021.

Mr. Crockett stated that he is looking forward to attending the colleges’ convocations and appreciated the public comments given earlier at the meeting.

Mr. Hanna welcomed Dr. Ralston as the new SCC President and encouraged her to develop a relationship with the Orange Unified School District similar to that of SAC’s relationship with Santa Ana Unified School District.

5.10 Board Member Comments (cont.)

Mr. Hanna thanked all those who provided reports and public comments earlier at the meeting and congratulated the el Don on the quality of the student newspaper.

Mr. Hanna spoke highly of the bipartisan infrastructure bill and is hopeful Orange County and RSCCD student apprentices will be recipients of some of the monies distributed as a result of the bill passing.

Mr. Hernandez reported that he missed the opening of the SAC art show in downtown Santa Ana on July 30 and asked that information on the art show at the Santora building be forwarded to all trustees.

Mr. Hernandez reported that he attended the Mariachi Nationals and Summer Institute on July 30 at SAC.

Mr. Hernandez indicated he met with Maria Hernandez who is the daughter of the founder of a folklorico group, Maria Hernandez, and plans to share with the chancellor the conversation he had with her regarding future possibilities with SAC.

Mr. Hernandez stated that he was late to the meeting due to his attendance at SAC's football practice.

Mr. Tinajero expressed appreciation for the outreach SAC has with Santa Ana Unified School District and the City of Santa Ana.

**RECESS TO CLOSED SESSION**

The board convened into closed session at 7:48 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. Management Staff
  - d. Classified Staff
  - e. Profession Experts
  - f. Volunteers
  - g. Student Workers
  - h. Educational Administrator Appointments
    - (1) Dean, Humanities & Social Sciences Division
    - (2) Director, Facility Planning, Construction & Support Services
2. Conference with Legal Counsel: Existing Litigation (pursuant to Government Code Section 54956.9[a])

Loretta Jordan v. Rancho Santiago Community College District, Orange County Superior Court Case No. 30-2019-01072357-CU-WT-CJG

3. Conference with Labor Negotiator (pursuant to Government Code Section 54957.6)

Agency Negotiator: Cheng Yu Hou, 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

Ms. Neely left the meeting at this time.

Mr. Yarbrough joined closed session at this time.

**RECONVENE**

The board reconvened at 9:21 p.m.

Mr. Hernandez asked that the answers to the questions he asked on the August 9, 2021, docket be attached to the minutes.

**Public Comment**

There were no public comments.

**Closed Session Report**

Mr. Crockett reported the board discussed public employment, existing litigation, and labor negotiations; and the board took no action during closed session.

**6.0 HUMAN RESOURCES**

6.1 Management/Academic Personnel

It was moved by Mr. Hernandez and seconded by Mr. Crockett 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.

- Approve New Job Descriptions
- Approve Appointments
- Approve Interim Assignments
- Approve Extensions of Interim Assignment
- Approve Amended Annual Rate for Extended Interim Assignments
- Approve Amended Hourly Rates for Extended Interim Assignment
- Approve Changes of Title/Grade

6.1 Management/Academic Personnel (cont.)

- Approve Fall 2021 FARSCCD Beyond Contract/Overload Hourly Step Increases/Effective August 16, 2021
- Approve Fall 2021 FARSCCD Part-time/Hourly Step Increases/Effective August 16, 2021
- Approve Fall 2021 CEFA Part-time/Hourly Step Increases/Effective August 16, 2021
- Approve Reassignments/Changes of Location
- Approve Additional Faculty Service Areas (FSA)
- Approve 2020-2021 Additional Contract Extension Days
- Approve 2021-2022 Additional Contract Extension Days
- Approve 2021-2022 Adjusted Contract Extension Daily Rates
- Approve Part-time Hourly New Hires/Rehires
- Approve Column Changes
- Approve Non-paid Intern Service

6.2 Classified Personnel

It was moved by Mr. Hernandez and seconded by Mr. Crockett 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

- Approve Revised Miscellaneous Pay Schedules
- Approve Longevity Increments
- Approve Professional Growth Increments
- Approve Out of Class Assignments
- Approve Return to Regular Assignments
- Approve Changes in Position
- Approve Changes in Salary Placement
- Approve Leaves of Absence
- Ratify Resignations/Retirements
- Approve Short Term Assignments
- Approve Changes in Temporary Assignment
- Approve Additional Hours for Ongoing Assignment
- Approve Substitute Assignments
- Approve Miscellaneous Positions
- Approve Instructional Associates/Associate Assistants
- Approve Community Service Presenters
- Approve Volunteers
- Approve Student Assistant Lists

6.3 Approval of Retiree Medicare Enrollment for Eligible Retirees

It was moved by Mr. Hernandez and seconded by Mr. Crockett to approve

- a. that all Medicare eligible retirees and Medicare eligible spouses enroll in a Medigap plan as the RSCCD sponsored medical plan and;
- b. the District agrees to reimburse Medicare Part B late penalties for employees who retired prior to August 9<sup>th</sup>, 2021.

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 Authorization for Board Travel/Conferences

It was moved by Mr. Hernandez and seconded by Mr. Crockett to authorize the submitted conference and travel by board members. The motion carried with the following vote: Aye – Dr. Arias Miller, Mr. Crockett, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Mr. Tinajero, and Mr. Yarbrough.

7.0 ADJOURNMENT

The next regular meeting of the Board of Trustees will be held on September 13, 2021.

There being no further business, Mr. Yarbrough declared the meeting adjourned at 9:25 p.m.

Respectfully submitted,

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Marvin Martinez, Chancellor

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

Minutes approved: September 13, 2021

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**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**  
*Office of the President*

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**Date:** August 9, 2021

**To:** Marvin Martinez, Chancellor

**From:** Jeffrey N. Lamb, Ph.D., Vice President, Academic Affairs on behalf of  
Marilyn Flores, Ph.D., Interim President, Santa Ana College

**Subject:** Responses to Board Requests – August 9, 2021 Board Meeting  
Trustee Hernandez Items #3.7, #3.13, #3.15, #3.16 and #3.18

*From Trustee Hernandez*

**AGENDA ITEM #3.7 – International Student Recruitment Agreements**

**Q1: About a year ago, the BOT approved a number of ISP recruitment agreements (10-12); please provide the BOT with information as to successful recruitments, SAC registrations for the upcoming Fall semester.**

**Response Q1:** Santa Ana College received 5 international student applicants as a direct result of these recruitment agreements. However, the applications were not approved for F-1 visas. We are continuing to work with these students for Spring Intersession or Spring 2022. Some students are successful in subsequent interviews, so we will continue to support these students. We currently have 15 new international students starting, Fall 2021, from other recruitment efforts.

**Q2: Of the 6 agreements on the agenda, 5 are for territory of Vietnam (VN); 1 for Cambodia; with one of the 5 targeting Japan, Taiwan, and Worldwide. How many agreements do we have for territory of China? How many total for VN?**

**Response Q2:** SAC currently has two agreements for the territory of China and seven agreements for the territory of Vietnam.

**Q3: How many students do we have registered to date for ISP? Country of Origin? What is the overall goal as to total number of ISP students are we planning?**

**Response Q3:** SAC International Student Program currently has 169 active students of which 130 are enrolled in Fall 2021 and 25 are on Optional Practical Training (OPT students are not required to enroll for up to one year), and 14 students are not registered. Please note, this registration data is a “snapshot” as of August 9, 2021.

Santa Ana College  
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Trustee Hernandez Items #3.7, #3.13, #3.15, #3.16 and #3.18

We still have four weeks for students to add/drop with no affect to their transcripts.

- Country of Origin

-Cambodia	-Japan	-Tanzania
-Canada	-Mexico	-Turkey
-China	-Morocco	-United Kingdom
-Columbia	-Nigeria	-Vietnam
-Eqypt	-Pakistan	
-El Salvador	-Philippines	
-Germany	-South Korea	
-Honduras	-Sri Lanka	
-India	-Taiwan	

- Our most current overall goal is to restore the program to at least 350 students, the level prior to the State Department making their cuts.

**Q4: What type of marketing materials are being used for recruitment?**

**Request: Please provide BOT with marketing materials, can do so online if quicker/easier to do.**

**Response Q4:** Please see marketing materials below.



ISP 2021-2022  
Copy-English. pdf.p



ISP 2021-2022  
Copy-Vietnam. pdf.†



Study Abroad  
FA2021.pdf

**AGENDA ITEM #3.13 – Agreement for Covid-19 Testing (with Medica Testing Group, Inc.)**

**Q1:** Is testing being provided to all employees, classified, faculty? Would they be included as “staff”?

**Response Q1:** Testing is for All SAC students and staff. See below from the contract:

*1.Scope of Work; Services. Contractor shall provide to SAC and oversee, on a weekly basis, testing of SAC’s staff and students for COVID-19 during the Term (as defined below) of this Agreement. Contractor shall provide and oversee a Polymerase Chain Reaction anterior nares nasal swab test (“PCR Test”) for staff and students in athletics. For staff and students who are not in athletics, Contactor shall provide and oversee antigen rapid self-testing kits (“Rapid Test”) for COVID-19.*

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Trustee Hernandez Items #3.7, #3.13, #3.15, #3.16 and #3.18

**AGENDA ITEM #3.15 – Agreement with Main Graphics**

**REQUEST: To pull from Consent Calendar for full information. Concerns and questions as to timing, materials for mailing, printing, bidding/proposal.**

**Response to Item #3.15:** This mailer is part of our ongoing efforts to increase enrollment, as well as information regarding the college to keep them informed. We anticipate additional efforts to include late-start and spring.

**AGENDA ITEMS #3.16, #3.17, AND #3.18 – AGREEMENT AMENDMENTS WITH OCTA**

**Q1: What the difference between payments per student to OCTA?**

**Responses Q1:**

- SAC, SCC and the School of Continuing Education have three separate agreements with OCTA. Each agreement has multiple factors that lead to price variances.
- SCE does not charge their students any fees directly and subsidized the program through The Adult Education Block Grant.
- SAC and SCC have different prices because of the availability of routes that pass by the colleges. SCC is limited in the number of routes that directly pass the campus and so have a lower fee.
- Also, SAC was able to take advantage of funding the first two years by the Low Carbon Transit Operations Program and was able to offer the first year at no cost to the students.

**Q2: What is the total amount collected from students and the total amount paid to OCTA?**

Every part-time student taking more than a one-half unit is required to pay five dollars and seventy-five cents (\$5.75), full-time students pay six dollars and seventy-five cents (\$6.75). These costs are pass-through dollars directly to OCTA.

**Q3: What is the COVID-19 impact to services provided to students?**

**Response Q3:** COVID-19 impacted OCTA's ridership numbers causing the need to reduce the number of trips running on a route. Beginning August 15<sup>th</sup>, OCTA is adding service improvements that will add new trips on routes, expanded route hours and improved route frequency.

**Q4: Were amendments reviewed/approved by ASGs (SAC / SCC / CEC)?**

**Response Q4:** The amendment came through during a time where ASG was not actively meeting and the new members were not in place. To my knowledge it was not shared with them.

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**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**  
*Office of the President – Santiago Canyon College*

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

**Date:** August 9, 2021  
**To:** Marvin Martinez, Chancellor  
**From:** Pamela Ralston, President  
**Subject:** Response to Board Requests

*From Trustee Zeke Hernandez*

Item #3.17 Approval of Amendment #1 to Agreement No. C-8-1790 between Orange County Transportation Authority (OCTA) and Santiago Canyon College (SCC) for College Pass Pilot Program

**Question 1: Why the difference between payments per student to OCTA**

**Answer:**

- SAC, SCC and the School of Continuing Education have three sperate agreements with OCTA. Each agreement has multiple factors that lead to price variances.
- SCE does not charge their students any fees directly and subsidized the program through The Adult Education Block Grant.
- SAC and SCC have different prices because of the availability of routes that pass by the colleges. SCC is limited in the number of routes that directly pass the campus and so have a lower fee.

**Question 2: What is the total amount collected from students and the total amount paid to OCTA?**

**Answer:** The total amount collected from students for 2018/19 and 2019/20 OCTA Fees \$162,765.18. To date SCC has not been billed.

**Question 3: What is the Covid-19 impact to services provided to students**

**Answer:** Although bus lines experienced a reduction in ridership due to COVID, the bus lines remained available (in some cases, however, the frequency of travel for some lines was reduced) for credit students use at no cost. For the 2020-2021 year, credit students were not charged the transportation fee at the campus but were still allowed to ride OCTA fixed-route bus lines for free.

Response to Board Requests (continued)

**Question 4: Where amendments reviewed/approved by ASGs (SAC / SCC / CEC)?**

**Answer:** At SCC, since the amendment does not include a change to the fee structure, it was not reviewed/approved by SCC ASG.

Item #3.18 Approval of Amendment #2 to Agreement No. C-7-1871 between Orange County Transportation Authority (OCTA) and Rancho Santiago Community College District for Continuing Education College Pass Pilot Program

**Question 1: Why the difference between payments per student to OCTA**

**Answer:**

- SAC, SCC and the School of Continuing Education have three separate agreements with OCTA. Each agreement has multiple factors that lead to price variances.
- SCE does not charge their students any fees directly and subsidized the program through The Adult Education Block Grant.
- SAC and SCC have different prices because of the availability of routes that pass by the colleges. SCC is limited in the number of routes that directly pass the campus and so have a lower fee.

**Question 2: What is the total amount collected from students and the total amount paid to OCTA?**

**Answer:** There are no student fees collected from Continuing Education students. Instead OCTA bills Continuing Education based on student ridership. For the 2017-18 year, the fees billed to Continuing Education (both SCC and SAC combined) was slightly over \$372K and for the 2018-19 year, the fees billed was under \$313K. Continuing Education has not yet been billed for the 2019-20 year and we do not expect a bill for the 2020-21 year.

**Question 3: What is the Covid-19 impact to services provided to students**

**Answer:** For the 2020-21-year, Continuing Education students were not issued bus passes from the campuses and were not able to ride for free during this period.

**Question 4: Where amendments reviewed/approved by ASGs (SAC / SCC / CEC)?**

**Answer:** The amendment was not reviewed by Continuing Education ASG's at both campuses.

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**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**  
*Office of the Vice Chancellor - Business Services*

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

**Date:** August 9, 2021  
**To:** Marvin Martinez, Chancellor  
**From:** Iris I. Ingram, Vice Chancellor, Business Services  
**Subject:** Response to Request from Trustee Hernandez Regarding Docket Items 4.6 Approval of Amendment No. 4 (Lease Extension) to Agreement with Sprint PCS Assets, LLC for Cellular Communications Facilities on Rooftop of Building D at Santa Ana College, 4.8 Ratification of Award of Bid #1408 for Water Conservation Irrigation Controller Upgrade Phase 2 at Santa Ana College, and 4.14 Approval of Amendment No 1 (Lease Extension) to Agreement with T-Mobile West LLC for Cellular Communications Facilities on Rooftop of District Operations Center

*From Trustee Hernandez*

**4.6 Approval of Amendment No. 4 (Lease Extension) to Agreement with Sprint PCS Assets, LLC for Cellular Communications Facilities on Rooftop of Building D at Santa Ana College**

**4.14 Approval of Amendment No. 1 (Lease Extension) to Agreement with T-Mobile West, LLC for Cellular Communications Facilities on Rooftop of District Operations Center**

*Trustee Hernandez asked why is there a difference between Sprint and T-Mobile agreements in the base rent and adjustment?*

- T-Mobile and Sprint original lease agreements were negotiated for different locations in 2001 (District Office and Santa Ana College Dunlap Hall). T-Mobile base lease payment (starting point for lease adjustments) was \$2,000 in 2001. The base lease payment for Sprint was \$1,500 in 2001. Due to the different values in the base lease payment for when these legacy agreements were originated, the yearly rent adjustments result in different monthly lease amounts. Different administrators are responsible for their respective site leases and therefore, could have also contributed to the variance in 2001 original lease amounts and the fact that you are dealing with separate and different third-party entities on behalf of T-Mobile and Sprint.

**4.8 Ratification of Award of Bid #1408 for Water Conservation Irrigation Controller Upgrade Phase 2 at Santa Ana College**

*Trustee Hernandez asked why was there only 1 attendee for job walk on 6/3/21 ... was this Marina Landscape?*

- Mariposa Landscape was the only contractor that attended the optional job-walk. Marina Landscape did not attend the job walk nor did any of the other bidders. The scope of work was not unique for this particular bid so the optional job-walk was not required.

*Trustee Hernandez asked why the variance (\$88K - \$253K) on the bids received?*

- Bids often vary in range and the pricing is not controlled by the District. Therefore, this is an opinion of what is occurring in the bid market based on our experience. It is not atypical that contractors will view and price a project differently based on their interpretation of the work, their approach to the work, their familiarity with the site, their ability to retain materials at certain costs, and their labor hours. Collectively, this impacts the contractor's final bid amount. The bidder turnout for this project is competitive and there is no legal basis for denying award of the bid as it is within our target budget of \$100,000. Marina Landscape has done past work on the campus and has some working knowledge of the irrigation system and conditions of the site.