

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT (RSCCD)**  
**Board of Trustees (Regular meeting) Hybrid**  
**Santiago Canyon College**  
**8045 E. Chapman Ave., Building E-203**  
**Orange, California**

**Monday, April 29, 2024**

**MINUTES**

**1.0 PROCEDURAL MATTERS**

1.1 Call to Order

The hybrid meeting was called to order at 5:34 p.m. by Ms. Daisy Tong. Other members present were, Dr. Tina Arias Miller, Mr. David Crockett, Mr. Hernandez, and Mr. Phillip Yarbrough. Mr. John Hanna arrived at the noted time. Mr. Sal Tinajero was not present.

Administrators present during the regular meeting were Dr. Vaniethia Hubbard, Ms. Iris Ingram, Dr. Jeannie Kim, Mr. Marvin Martinez, Mr. Enrique Perez and Mr. Alistair Winter. Ms. Maria Vicencio was present as record keeper.

1.2 Public Comment – Closed Session Only

There were no public comments.

**RECESS TO CLOSED SESSION**

The board convened into closed session at 5:37 p.m. to consider the following items:

2.1 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

2.2 Conference with Legal Counsel: Existing Litigation (pursuant to Government Code Section 54956.9[a]) (1 case)

1. Syed Rizvi v. RSCCD, OC Superior Court Case No.30-2022-01247035-CU-NP-WJC

2.3 Conference with Legal Counsel: Anticipated/Potential Litigation (pursuant to Government Code Section 54956.9[b]-[c])

- 2.4 Liability Claim (pursuant to Government Code Section 54956.95)
  - a. Claim # 637135

Mr. Hanna arrived at this time.

### **3.0 RECONVENE FROM CLOSED SESSION**

The board reconvened at 6:39 p.m.

#### **3.1 Closed Session Report**

Mr. Yarbrough reported that during closed session the board discussed public employment, existing litigation, anticipated litigation and liability claim, and the board took no action.

### **4.0 PUBLIC SESSION**

#### **4.1 Pledge of Allegiance to the United States Flag**

The Pledge of Allegiance was led by Mr. Gabriel Lopez, ASG Student President, SCC.

#### **4.2 Approval of Additions or Corrections to Agenda**

No additions or corrections to the agenda.

#### **4.3 Public Comment**

Mr. Michael Hunn spoke and presented SCC with a check from Cal Optima. Mr. Ricardo Alcaraz spoke regarding his intention to run for election as the 2024-2025 Student Trustee. Ms. Michelle Samura spoke regarding the SCC Forensics team's recent wins in competitions. Ms. Flo Cudal spoke regarding her journey at SCC. Ms. Norma Trujillo spoke regarding item 7.9 Approval of Agreement with Alma Strategies for Consulting Services for Public Safety Programs Feasibility Study for Santa Ana College.

#### **4.4 Approval of Minutes**

It was moved by Mr. Yarbrough and seconded by Mr. Crockett to approve the minutes of the regular meeting held on April 15, 2024. The motion carried with the following vote: Aye – Dr. Arias Miller, Mr. Crockett, Mr. Hanna, Mr. Hernandez, Ms. Tong and Mr. Yarbrough. Student Trustee Quick's advisory vote was aye.

#### 4.5 Approval of Consent Calendar

It was moved by Mr. Yarbrough and seconded by Dr. Arias Miller to approve the recommended action on the following items on the Consent Calendar with the exception of Items 7.6 (Quarterly Investment Report as of March 31, 2024) pulled by Mr. Yarbrough and Item 7.9 (Approval of Agreement with Alma Strategies for Consulting Services for Public Safety Programs Feasibility Study for Santa Ana College) pulled by Dr. Arias Miller. The motion carried with the following vote: Aye – Dr. Arias Miller, Mr. Crockett, Mr. Hanna, Mr. Hernandez, Ms. Tong and Mr. Yarbrough. Student Trustee Quick’s advisory vote was aye.

##### 6.1 Confirmation of Santa Ana College Associate Degrees and Certificates Awarded in Fall 2023

The board approved the confirmed list of recipients of Santa Ana College associate degrees and certificates awarded in Fall 2023, as presented.

##### 6.2 Approval of Student Clinical Experience Agreement between RSCCD on behalf of Santa Ana College and Children’s Hospital Los Angeles and CHLA Teaching Clinics, LLC

The board approved the student clinical experience agreement between RSCCD on behalf of Santa Ana College and Children’s Hospital Los Angeles and CHLA Teaching Clinics, LLC, located in Los Angeles, California, as presented.

##### 6.3 Approval of Educational Affiliation Agreement between RSCCD on behalf of Santa Ana College and Consonus Rehabilitation/Healthcare

The board approved the educational affiliation agreement between RSCCD on behalf of Santa Ana College and Consonus Rehabilitation/Healthcare, located in Milwaukie, Oregon, as presented.

##### 6.4 Approval of Purchase Agreement between RSCCD on behalf of Santa Ana College and Dr. Patricia A. Neilson, AANAPISI External Evaluator

The board approved the purchase agreement between RSCCD on behalf of Santa Ana College and Dr. Patricia A. Neilson, AANAPISI External Evaluator, as presented.

##### 6.5 Approval of Purchase Agreement between RSCCD on behalf of Santa Ana College and Lumen, Inc.

The board approved the purchase agreement between RSCCD on behalf of Santa Ana College and Lumen, Inc., located in Portland, Oregon, as presented.

##### 6.6 Approval of Purchase Agreement between RSCCD on behalf of Santa Ana College and A1 Party

The board approved the purchase agreement between RSCCD on behalf of Santa Ana College and A1 Party, located in Covina, California, as presented.

4.5 Approval of Consent Calendar (cont.)

6.7 Approval of Purchase Agreement between RSCCD on behalf of Santa Ana College and Santa Ana Stadium (Eddie West Field)

The board approved the purchase agreement between RSCCD on behalf of Santa Ana College and Santa Ana Stadium (Eddie West Field), located in Santa Ana, California, as presented.

6.8 Approval of Purchase Agreement between RSCCD on behalf of Santa Ana College School of Continuing Education and Santiago Canyon College Division of Continuing Education and PGINET Consulting

The board approved the purchasing agreement between RSCCD on behalf of Santa Ana College School of Continuing Education and Santiago Canyon College Division of Continuing Education and PGINET Consulting, located in Fullerton, California, as presented.

6.9 Approval of New or Revised Curricula for the 2024-2025 Santiago Canyon College Catalog Addendum

The board approved the new or revised curricula for the 2024-2025 Santiago Canyon College catalog addendum, as presented.

6.10 Approval of Facilities Agreement between RSCCD on behalf of Santiago Canyon College and Orange Unified School District

The board approved the facilities agreement between RSCCD on behalf of Santiago Canyon College and Orange Unified School District located in Orange, California, as presented.

6.11 Approval of Data Sharing Agreement between RSCCD, on behalf of Santiago Canyon College Division of Continuing Education, and Visión y Compromiso

The board approved the data sharing agreement between RSCCD, on behalf of Santiago Canyon College Division of Continuing Education, and Visión y Compromiso, located in El Cerrito, California, as presented.

7.1 Approval of Payment of Bills

The board approved the payment of bills as submitted.

7.2 Approval of Budget Transfers, Budget Increases and Decreases

The board approved the budget transfers, budget increases and decreases as presented.

7.3 Approval of Purchase Orders

The board approved the purchase order listing, supplement, and PO change order listing as submitted.

7.4 Acceptance of Vendor Name Changes

The board approved to accept the vendors' name change requests as presented.

4.5 Approval of Consent Calendar (cont.)

7.5 Approval of the Quarterly Financial Status Report (CCFS-311Q) for period ended March 31, 2024

The board approved the CCFS-311Q for the quarter ended March 31, 2024 as presented.

7.7 Approval of Utilization of the Idaho National Association of State Procurement Officials (NASPO) ValuePoint Master Agreement #MA2024001, California Participating Addendum #7-24-99-50-04 awarded to Fisher Scientific Company, LLC

The board approved the utilization of the Idaho National Association of State Procurement Officials (NASPO) ValuePoint agreement #MA2024001, California participating addendum #7-24-99-50-04 awarded to Fisher Scientific Company, LLC.

7.8 Approval of Utilization of the Idaho National Association of State Procurement Officials (NASPO) ValuePoint Master Agreement #MA2024005, California Participating Addendum #7-24-99-50-03 awarded to VWR International, LLC

The board approved the Idaho National Association of State Procurement Officials (NASPO) ValuePoint master agreement #MA2024005, California participating addendum #7-24-99-50-03 awarded to VWR International, LLC.

7.10 Approval of Amendment with Inspection Service of California, Inc. dba BPI Inspection Service – Project Inspection Services for Campus Entrance Improvements (Phase 1) Project at Santiago Canyon College

The board approved the amendment with Inspection Service of California, Inc. dba BPI Inspection Service - project inspection services for campus entrance improvements (phase 1) project at Santiago Canyon College as presented.

7.11 Approval of Amendment with CES Environmental Consultants, Inc. – Hazardous Material Construction Monitoring Services for the Existing Russell Hall Demolition Project at Santa Ana College

The board approved the amendment with CES Environmental Consultants, Inc. – hazardous material construction monitoring services for the existing Russell Hall demolition project at Santa Ana College as presented.

9.1 Human Resources Management/Academic Docket

The board approved the Human Resources management/academic docket as presented.

9.2 Human Resources Classified Docket

The board approved the Human Resources classified docket as presented.

9.3 Rejection of Claim #637135

The board approved the rejection of claim #637135 as presented.

## **5.0 INFORMATIONAL ITEMS AND ORAL REPORTS**

### **5.1 SAC Program Overview**

Dr. LaKyshia Perez provided a presentation to the board on SCC's TRIO programs.

The following student also provide testimonial presentations on the following TRIO programs:

Overview of Upward Bound Math and Science  
Student Testimonial: Martin Urrutia

Overview of SSS TRiO Classic Program  
Student Testimonial: Jakob Martinez

Overview of SSS TRiO Veterans Program  
Student Testimonial: Cesar Ramirez

Overview of SSS TRiO Teacher Program  
Student Testimonial: Jamila Atilano

### **5.2 SCC Student Recognition**

Dr. Jeannie Kim recognized SCC student Jakob Martinez.

### **5.3 Report from Student Trustee**

Ms. Quick provided a report to the board.

### **5.4 Reports from Student Presidents**

Ms. Jessica Velez provide a report on behalf of Ms. Anaely Guadarrama, Student President, Santa Ana College.

Mr. Gabriel Lopez, Student President, Santiago Canyon College provided a report to the board.

### **5.5 Reports from Academic Senate Presidents**

The following academic senate representatives provided reports to the board:

Ms. Claire Coyne, Academic Senate President, Santa Ana College  
Mr. Craig Rutan, Academic Senate President, Santiago Canyon College

5.6 Report from Board President

No report was provided.

5.7 Board Member Comments

Mr. Hanna thanked the SCC staff for hosting the board meeting.

Mr. Hanna shared that he participated in a follow-up meeting at the White House regarding apprenticeships.

Mr. Crockett thanked staff for the presentation on SCC's TRIO programs.

Mr. Crockett thanked the SCC staff for hosting the board meeting.

Mr. Crockett attended the CalOptima Community Resource Fair hosted at SAC on April 27, 2024.

Mr. Crockett attended SCC's Community Science Night on April 19, 2024.

Mr. Yarbrough thanked the SCC staff for hosting the board meeting.

Mr. Yarbrough requested that all responses to his questions from today's board meeting be included in the minutes for this meeting.

Mr. Yarbrough also asked that the district consider sending a letter of appreciation to CalOptima on behalf of the Board of Trustees.

Mr. Yarbrough shared that he was pleased to hear about the follow-up meeting at the White House regarding apprenticeships.

Mr. Yarbrough thanked Mr. Craig Rutan for his time serving as Academic Senate President at SCC.

Dr. Arias Miller thanked the SCC staff for hosting the board meeting.

Dr. Arias Miller shared that she was pleased to see the newspaper articles promoting SCC.

Mr. Hernandez was pleased to hear about the success of the TRIO programs at SCC.

Mr. Hernandez attended SCC's Community Science Night on April 19, 2024 and thanked the staff who assisted with the planning of this event.

Mr. Hernandez volunteered at a cleanup event for Earth Day on April 20, 2024.

5.7 Board Member Comments (cont.)

Mr. Hernandez also attended SAC's Legal Department event: Project Rise Expungement Clinic on April 20, 2024.

Mr. Hernandez thanked the SCC staff for hosting the board meeting.

5.8 Reports from Chancellor

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

5.9 Reports from College Presidents

The following college representative provided a report to the board:

Dr. Jeannie Kim, President, Santiago Canyon College

5.10 Report from Board Facilities Committee Chairperson

Mr. Yarbrough provided a report on the April 23, 2024 Board Facilities Committee meeting.

**6.0 INSTRUCTION**

All items were approved as part of Item 4.5 (Approval of Consent Calendar)

**7.0 BUSINESS SERVICES**

Items 7.1, 7.2, 7.3, 7.4, 7.5, 7.7, 7.8, 7.10, 7.11 were approved as part of Item 4.5 (Approval of Consent Calendar)

7.6 Quarterly Investment Report as of March 31, 2024

It was moved by Dr. Arias Miller and seconded by Mr. Hanna to receive the quarterly investment report as of March 31, 2024 as presented. Discussion ensued. The motion carried with the following vote: Aye – Aye – Dr. Arias Miller, Mr. Crockett, Mr. Hanna, Mr. Hernandez, Ms. Tong and Mr. Yarbrough. Student Trustee Quick's advisory vote was aye.



7.9 Approval of Agreement with Alma Strategies for Consulting Services for Public Safety Programs Feasibility Study for Santa Ana College

It was moved by Dr. Arias Miller and seconded by Mr. Yarbrough to approve the agreement with Alma Strategies for Consulting Services for Public Safety Programs Feasibility Study for Santa Ana College as presented. Discussion ensued. The motion carried with the following vote: Aye – Aye – Dr. Arias Miller, Mr. Crockett, Mr. Hanna, Mr. Hernandez, Ms. Tong and Mr. Yarbrough. Student Trustee Quick’s advisory vote was aye.

**8.0 GENERAL**

8.1 Approval of Privileges for Student Trustee

It was moved by Mr. Yarbrough and seconded by Dr. Arias Miller to approve the privileges for the Student Trustee as presented. The motion carried with the following vote: Aye – Aye – Dr. Arias Miller, Mr. Crockett, Mr. Hanna, Mr. Hernandez, Ms. Tong and Mr. Yarbrough. Student Trustee Quick’s advisory vote was aye.

**9.0 HUMAN RESOURCES**

All items were approved as part of Item 4.5 (Approval of Consent Calendar)

**10.0 ADJOURNMENT**

The next regular meeting of the Board of Trustees will be held on May 13, 2024, at the RSCCD boardroom. There being no further business, Ms. Tong adjourned the meeting at 9:15 p.m.

Respectfully submitted,

\_\_\_\_\_  
Marvin Martinez, Chancellor

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

Minutes approved: May 13, 2024

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

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**Date:** April 29, 2024

**To:** Marvin Martinez, Chancellor

**From:** Dr. Jeannie Kim, President, Santiago Canyon College

**Subject:** Board of Trustee Inquiry – April 29, 2024, Board of Trustees Meeting

**Inquiry from Trustee David Crockett**

**Item 6.10 - Approval of Facilities Agreement between RSCCD on behalf of Santiago Canyon College and Orange Unified School District**

**Request:**

Let's for a moment consider resources at current level, what investments are needed for future graduation by location?

**Response to Inquiry on Items #6.10 from Trustee Crockett**

We analyzed how we can accommodate at least 500 – 600 graduates and their families in one venue. The lowest cost and feasibility study was the Fred Kelly Stadium. Prior to using Fred Kelly last year, we analyzed the cost of other nearby venues, but all were cost prohibitive (i.e. Angel Stadium, Great Park, Honda Center, Anaheim Convention Center, UCI Bren Center). For future graduation locations we have the option of returning to the campus, but this will require having multiple ceremonies. For bigger venues we will need to set aside over \$200,000 - \$250,000 for commencement expenses which the College will not be able to fund.

**Inquiry from Trustee David Crockett**

**Item 6.11 - Approval of Data Sharing Agreement between RSCCD, on behalf of Santiago Canyon College Division of Continuing Education, and Visión y Compromiso**

**Request:**

Great partnership, please summarize the journey for this agreement and lessons learned. Are similar agreements in process?

**Response to Inquiry on Items #6.11 from Trustee Crockett:**

Starting the first data sharing agreement and forging a partnership with Vision and Compromiso marked the beginning of an important journey in this work. The collaboration with Vision and Compromiso, along with the invaluable support from the RSCCD Contracts office, has been instrumental in laying a solid foundation for this endeavor.

Vision y Compromiso is a nonprofit organization dedicated to promoting health and wellness within Latino and underserved communities in the United States. They focus on community health education and empowerment, aiming to improve access to healthcare services and information.

Some of the key activities and services provided by Vision y Compromiso include:

1. **Community Health Promoter Training:** They offer training programs to individuals within the community, empowering them to become health promoters or promotores de salud. These individuals then play a crucial role in disseminating health information, providing support, and connecting community members with resources.
2. **Health Education Workshops:** Vision y Compromiso conducts workshops and educational sessions on various health topics, including nutrition, chronic disease management, mental health awareness, and preventive care. These sessions are often tailored to the specific needs and concerns of the communities they serve.
3. **Outreach and Advocacy:** The organization engages in outreach efforts to raise awareness about health issues and available resources. They also advocate for policies and programs that address the unique health challenges faced by Latino and underserved populations.
4. **Partnerships and Collaboration:** Vision y Compromiso collaborates with other organizations, healthcare providers, and community stakeholders to maximize their impact and reach. By working together, they can leverage resources, share best practices, and address health disparities more effectively.

Overall, Vision y Compromiso plays a vital role in promoting health equity and empowering communities to take control of their health and well-being. Their work contributes to building healthier and more resilient communities across the United States.

Together, we have navigated the initial steps of establishing the agreement and leveraging each other's expertise and resources. The partnership has enabled us to tap into diverse perspectives and resources, enhancing the quality and effectiveness of our efforts.

The support from the RSCCD Contracts office has been particularly noteworthy, providing guidance, expertise, and logistical support throughout the process. Their assistance has helped streamline procedures, ensure compliance, and mitigate risks, thereby bolstering the success and sustainability of the partnership.

As we continue to progress in providing their employees with ESL courses, we are looking forward to a collaborative spirit and collective commitment demonstrated by all parties involved. This partnership represents a testament to the power of collaboration and shared vision in driving meaningful change and advancing our mutual goals serving the workforce and upskilling our community in English literacy.

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**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**  
*Office of the President, Santa Ana College*

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**Date:** April 29, 2024

**To:** Marvin Martinez, Chancellor

**From:** Vaniethia Hubbard, Ed.D., Vice President, Student Services on behalf of Annebelle Nery, Ph.D., President, Santa Ana College

**Subject:** Responses to Board Requests – Trustee Crockett and Trustee Yarbrough Items #6.6 A1 Party and Item #6.7 Santa Ana Stadium (Eddie West Field)

**From Trustee Crockett and Trustee Yarbrough:**

**Item 6.6 - Approval of Purchase Agreement between RSCCD on behalf of Santa Ana College and A1 Party**

**Question from Trustee Crockett:**

*New or existing vendor? If new process to select/other vendors considered if existing length of service.*

**Answers to questions from Trustee Crockett on Item #6.6:**

1. This is a new agreement, which includes a term effective June 5, 2024, through June 7, 2024. This is the appropriate timeframe for set up/take down of equipment pre and post day of the event. Per Board Policy 6332, we inquired with two (2) other vendors (PCE Events and Atmosphere Events), however neither of these vendors could provide the equivalent comprehensive suite of equipment and services as A1 Party. On March 25, 2024, Mina Chapple informed us that Linda Melendez, Director of Purchasing Services, approved Santa Ana College to request Board approval to utilize A1 Party for the comprehensive suite of equipment and services. A1 Party was the sub-contractor for Angel Stadium that built the stage for Santa Ana College and School of Continued Education graduation ceremonies for 2022 and 2023.
2. A1 Party will furnish a comprehensive suite of equipment and services, including stage construction, audio and media provision, flooring, seating arrangements, and additional requirements in one comprehensive contract.

**Item 6.7 - Approval of Purchase Agreement between RSCCD on behalf of Santa Ana College and Santa Ana Stadium (Eddie West Field)**

**Question from Trustee Crockett:**

*Let's for a moment consider resources at current level, what investments are needed for future graduation by location?*

**Answer to question from Trustee Crockett on Item #6.7:**

The college has a budget allocated for commencement each year. During COVID we hosted commencement in Angel Stadium, thus the event was eligible for HEERF use to cover the cost. Total Commencement expenses at Angel Stadium for 2021 were \$176,693, 2022 was \$164,139, and 2023 was \$230,015. The rental of Angel Stadium increased \$62,024 from 2022 to 2023 to \$211,000. Estimated 2024 Angel Stadium rental was \$213,900. Increasing expenses at Angel Stadium called for a search of different venues. Santa Ana College considered Angel Stadium, Honda Center, Anaheim Convention Center, and Santa Ana Stadium. Santa Ana Stadium provides the lowest total estimated expenses at \$173,750.

**Question from Trustee Yarbrough:**

*I thought that Santa Ana Stadium could not provide the capacity needed for SAC graduations. Is this no longer the case?*

**Answer to question from Trustee Yarbrough on Item #6.7:**

During COVID we hosted commencement in Angel Stadium due to the space allowed to meet the covid restrictions. Given guest counts at pre-covid commencement ceremonies, the college would have had to limit the number of guests at Santa Ana Stadium to meet covid and spacing restrictions. Santa Ana Stadium allows 9,000 spectators. In the three (3) ceremonies at Angel Stadium from 2021-2023, spectator attendance ranged from 6,000 – 8,820. The spectator attendance for the 2023 ceremony was 6,000. Eddie West field will accommodate the number of graduates, faculty, and volunteers. In the three (3) ceremonies at Angel Stadium from 2021-2023, graduates ranged from 1121-1288, faculty 121-130 and volunteers from 45-80 with the highest numbers on Eddie West field at 1,724 (2021) due to the combination of graduate ceremonies for 2020 and 2021 graduates. By renting 1800 chairs, Santa Ana Stadium accommodates all Santa Ana College graduates, faculty, and volunteers.

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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:** April 29, 2024

**To:** Marvin Martinez, Chancellor

**From:** Iris I. Ingram, Vice Chancellor, Business Services  
Adam M. O'Connor, Assistant Vice Chancellor, Fiscal Services

**Subject:** Response to Inquiry from Trustee Yarbrough Regarding PARS Fees

**From Trustee Yarbrough:**

***For our PARS account, what other fees are we paying other than Trust Administrator Fees, Asset Management Fees and Vanguard Management Fees, if any? Are there any fees taken prior to distribution of earnings that are not shown?***

In addition to the three fees shown on the statements, all mutual funds charge embedded expense ratios that are net from earnings. Our Vanguard funds charge an expense ratio of 0.077%.