

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT (RSCCD)
Board of Trustees (Regular meeting) Hybrid
Rancho Santiago Community College District
2323 North Broadway
Santa Ana, California

Monday, June 24, 2024

MINUTES

1.0 PROCEDURAL MATTERS

1.1 Call to Order

The hybrid meeting was called to order at 5:36 p.m. by Ms. Daisy Tong. Other members present were, Mr. David Crockett, Mr. John Hanna and Mr. Hernandez. Dr. Tina Arias Miller arrived at the noted time. Mr. Sal Tinajero and Mr. Phillip Yarbrough were not present at this meeting.

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

1.2 Administration of Oath of Allegiance to Ricardo Alcaraz, 2024-2025 Student Trustee

Mr. Hanna administered the Oath of Allegiance to Mr. Ricardo Alcaraz. The board welcomed him as the 2024-2025 student trustee.

1.3 Public Comment – Closed Session Only

Ms. Madeline Grant spoke regarding closed session Item 2.1 - Public Employment (pursuant to Government Code Section 54957[b][1]).

RECESS TO CLOSED SESSION

The board convened into closed session at 5:45 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
- f. Educational and Classified Administrator Appointments
 - (1) Vice Chancellor, Human Resources

2.2 Liability Claim (pursuant to Government Code Section 54956.95) (2 claims)

1. Claim #639710
2. Claim #640121

Dr. Tina Arias Miller arrived at this time.

3.0 RECONVENE FROM CLOSED SESSION

The board reconvened at 6:45 p.m.

3.1 Closed Session Report

Ms. Tong reported that during closed session the board discussed public employment and liability claims with no reportable action.

4.0 PUBLIC SESSION

4.1 Pledge of Allegiance to the United States Flag

The Pledge of Allegiance was led by Mr. David Crockett, RSCCD Trustee.

4.2 Approval of Additions or Corrections to Agenda

No additions or corrections to the agenda.

4.3 Public Comment

Ms. Lupe Lopez spoke regarding bringing back Native American events to SAC.

4.4 Approval of Minutes

It was moved by Mr. Crockett and seconded by Mr. Hernandez to approve the minutes of the regular meeting held on June 10, 2024. The motion carried with the following vote: Aye – Dr. Arias Miller, Mr. Crockett, Mr. Hanna, Mr. Hernandez, and Ms. Tong. Student Trustee Alcaraz’s advisory vote was aye.

4.5 Approval of Consent Calendar

It was moved by Mr. Crockett and seconded by Mr. Alcaraz to approve the recommended action on the following items on the Consent Calendar as presented. The motion carried with the following vote: Aye – Aye – Dr. Arias Miller, Mr. Crockett, Mr. Hanna, Mr. Hernandez, and Ms. Tong. Student Trustee Alcaraz’s advisory vote was aye.

6.1 Approval of Proposed Revisions for the 2025–2026 Catalog and/or 2024–2025 Catalog Addendum

The board approved the proposed revisions for the 2025–2026 catalog and/or 2024–2025 catalog addendum, as presented.

6.2 Approval of Application and Permit for Use of Eddie West Field-Santa Ana Stadium between RSCCD on behalf of Santa Ana College and The City of Santa Ana

The board approved the application and permit for use of Eddie West Field-Santa Ana Stadium between RSCCD on behalf of Santa Ana College and the City of Santa Ana, located in Santa Ana, California, as presented.

6.3 Approval of Purchase Agreement between RSCCD on behalf of Santa Ana College School of Continuing Education and ReachLocal, Inc. (LocaliQ) (LocaliQ)

The board approved the purchase agreement between RSCCD on behalf of Santa Ana College School of Continuing Education and ReachLocal, Inc. (LocaliQ), located in McLean, Virginia, as presented.

6.4 Approval of Sales and Service Agreement No. UCI-2024BC-096 between RSCCD on behalf of Santa Ana College and The Regents of the University of California, on behalf of the University of California, Irvine, Center for Educational Partnerships

The board approved the sale and service agreement no. UCI-2024BC between RSCCD on behalf of Santa Ana College and University of California, Irvine, Center for Educational Partnerships, as presented.

6.5 Approval of Standard Multi-Tenant Office Lease – Gross between RSCCD on behalf of Santa Ana College and Santora Group LLC and KET Glenoaks LLC

The board approved the standard multi-tenant office lease – gross between RSCCD on behalf of Santa Ana College and Santora Group LLC and KET Glenoaks LLC, located in Newport Beach, California, as presented.

6.6 Approval of Cooperative Agreement No. C-3-3093 between Orange County Transportation Authority and RSCCD on behalf of Santa Ana College for the College Pass Program

The board approved the cooperative agreement no. C-3-3093 between Orange County Transportation Authority and RSCCD on behalf of Santa Ana College for the College Pass Program, as presented.

4.5 Approval of Consent Calendar (cont.)

- 6.7 Approval of Educational Affiliation Agreement between RSCCD on behalf of Santa Ana College and Garden Grove Unified School District
The board approved the educational affiliation agreement between RSCCD on behalf of Santa Ana College and Garden Grove Unified School District, located in Garden Grove, California, as presented.
- 6.8 Approval of First Amendment to Purchase Agreement between RSCCD on behalf of Santa Ana College and Pioneer Productions Services, LLC (ViewPoint)
The board approved the first amendment to the purchase agreement between RSCCD on behalf of Santa Ana College and Pioneer Productions Services, LLC (ViewPoint), as presented.
- 6.9 Approval of First Amendment to Professional Services Agreement between RSCCD on behalf of Santa Ana College and Nakatomi & Associates
The board approved the first amendment to professional services agreement between RSCCD on behalf of Santa Ana College and Nakatomi & Associates, located in Los Angeles, California, as presented.
- 6.10 Approval of First Amendment to Purchase Agreement between RSCCD on behalf of Santa Ana College and OC Creative Media DBA Sparkhouse
The board approved the first amendment to purchase agreement between RSCCD on behalf of Santa Ana College and OC Creative Media DBA Sparkhouse, located in Costa Mesa, California, as presented.
- 6.11 Approval of Sales and Service Agreement between University of California, Irvine and Rancho Santiago Community College District on behalf of Santiago Canyon College
The board approved the sales and service agreement between RSCCD on behalf of Santiago Canyon College and University of California, Irvine, Center for Educational Partnerships, located in Irvine, California as presented.
- 6.12 Approval of the Purchase Agreement between RSCCD on behalf of Santiago Canyon College Canyon and The Virtual Care Group, a Corporation
The board approved the purchase agreement between RSCCD on behalf of Santiago Canyon College Canyon and The Virtual Care Group, a Corporation, located in Los Angeles, as presented.
- 6.13 Approval of Purchase Agreement between RSCCD on behalf of Santiago Canyon College and Spectrum Reach
The board approved the purchase agreement between RSCCD on behalf of Santiago Canyon College and Spectrum Reach located in Santa Ana, California, as presented.

4.5 Approval of Consent Calendar (cont.)

- 6.14 Approval of Purchase Agreement between RSCCD on behalf of Santiago Canyon College and Meruelo Media
The board approved the purchase agreement between RSCCD on behalf of Santiago Canyon College and Meruelo Media located in Burbank, California, as presented.
- 6.15 Approval of Purchase Agreement between RSCCD on behalf of Santiago Canyon College and Salem Media Group
The board approved the purchase agreement between RSCCD on behalf of Santiago Canyon College and Salem Media Group located in Camarillo, 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 Intrafund and Interfund Transfers
The board approved the intrafund and interfund transfers as presented.
- 7.4 Approval of Purchase Orders
The board approved the purchase order listing, supplement, and PO change order listing as submitted.
- 7.5 Acceptance of Vendor Name Changes
The board approved to accept the vendors' name change requests as presented.
- 7.6 Approval of Utilization of the Foundation for California Community Colleges (FCCC) Master Services Agreement No. 00008571 Awarded to Graduate Communications (dba GradComm)
The board approved the District's utilization of the Foundation for California Community Colleges (FCCC) master services agreement no. 00009202, awarded to Transportation Charter Services, Inc., including renewals, future addendums, supplements, and extensions as presented.
- 7.7 Approval of Five-Year Capital Outlay Plan (2026-2030) including the Final Project Proposal for Santa Ana College
The board approved the five-year capital outlay plan (2026-2030) including the final project proposal for Santa Ana College as presented.

4.5 Approval of Consent Calendar (cont.)

- 7.8 Adoption of Resolution No. 24-16 - Resolution Declaring the Futility of Public Bidding Proposed Change Order Work and Approval of Change Order #3 for Patriot Contracting & Engineering, Inc. for Bid #1434 Campus Entrance Improvements – Phase 1 Project at Santiago Canyon College

The board adopted resolution no. 24-16, resolution declaring the futility of public bidding proposed change order work and approval of change order #3 for Patriot Contracting & Engineering, Inc. for bid #1434 campus entrance improvements – phase 1 project at Santiago Canyon College as presented.

- 7.9 Adoption of Resolution No. 24-17 - Resolution Declaring the Futility of Public Bidding Proposed Change Order Work and Approval of Change Order No. 1 for Unlimited Environmental, Inc. for Bid #1437, Existing Russell Hall Demolition Project at Santa Ana College

The board adopted resolution no. 24-17, resolution declaring the futility of public bidding proposed change order work and approval of change order no. 1 for Unlimited Environmental, Inc. for bid #1437, existing Russell Hall demolition project at Santa Ana College as presented.

- 7.10 Ratification of Change Order #1 for Newbuild Construction and Restoration, Inc. for Bid #1450 Child Development Center Path of Travel Repairs Project at Santiago Canyon College

The board approved to ratify change order #1 for Newbuild Construction and Restoration, Inc. for bid #1450 Child Development Center path of travel repairs project at Santiago Canyon College as presented.

- 7.11 Acceptance of Completion of Bid #1450 Child Development Center Path of Travel Repairs Project at Santiago Canyon College and Approve a Notice of Completion

The board approved to accept the completion of bid #1450 Child Development Center path of travel repairs project at Santiago Canyon College and approve recording a notice of completion as presented.

- 7.12 Ratification of Change Order #2 for Golden Gate Steel, Inc. DBA Golden Gate Construction for Bid #2223-333 Barrier Removal Building D Multi-user and Single-user Restroom Project at Santiago Canyon College

The board approved to ratify change order #2 for Golden Gate Steel, Inc. DBA Golden Gate Construction for bid #2223-333 barrier removal building D multi-user and single-user restroom project at Santiago Canyon College as presented.

- 7.13 Acceptance of Completion of Bid #2223-333 Barrier Removal Building D Multi-user and Single-user Restroom Project at Santiago Canyon College and Approve a Notice of Completion

The board accepted the completion of bid #2223-333 barrier removal building D multi-user and single-user restroom project at Santiago Canyon College and approve recording a notice of completion as presented.

4.5 Approval of Consent Calendar (cont.)

7.14 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., for hazardous material construction monitoring services for the existing Russell Hall demolition project at Santa Ana College as presented.

7.15 Approval of Purchase Agreement with TLC Auctions

The board approved the purchase agreement with TLC Auctions to conduct auctions on an as needed basis as presented.

7.16 Approval of Purchase Agreement with JJ Kane Auctioneers

The board approved the purchase agreement with JJ Kane Auctioneers to conduct vehicle auctions on an as needed basis as presented.

7.17 Accept and Award of RFP #1455 – Legal Counsel for Districtwide Services

The board accepted and awarded RFP #1455 – legal counsel for districtwide services to the nine (9) law firms listed and authorize the Vice Chancellor, Business Services and/or her designee to sign and enter into related agreements, future amendments, and any extensions on behalf of the District as presented.

8.1 Approval of Resource Development Items

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

- Disabled Student Programs and Services	\$	2,435,321.00
- Strong Workforce Program K-12 Pathway Coordinator and K-14 Technical Assistance Provider – Year 6	\$	745,000.00
- University of California, Irvine – Joint Graduate Student/Faculty Internship Program	\$	20,000.00

8.2 Approval of Purchase Agreement with Aspira Consulting, Inc.

The board approved the purchase agreement with Aspira Consulting, Inc. as presented.

8.3 Approval of Sub-agreements between RSCCD and Local Educational Agencies in Orange County selected to host the Strong Workforce Program K12 Pathway Coordinators (Year 6)

The board approved the sub-agreements between RSCCD and Local Educational Agencies in Orange County selected to host the Strong Workforce Program K12 Pathway Coordinators (Year 6), as presented.

- 8.4 Approval of Annual Renewal subscription with Community College League of California for Turnitin software
The board approved the annual renewal subscription with Community College League of California for Turnitin software.
- 8.5 Approval of the Purchase Agreement between Rancho Santiago Community College District and Hillary C. Howard
The board approved the purchase agreement between Rancho Santiago Community College District and Hillary C. Howard, as presented.
- 8.6 Approval of Memorandum of Understanding with the Future of Learning Collaborative Partnership Program
The board approved the memorandum of understanding with the Future of Learning Collaborative Partnership Program, as presented.
- 8.7 Approval of Renewal of Contract with Townsend Public Affairs, Inc.
The board approved the renewal of contract for consulting services with Townsend Public Affairs, Inc. as presented.
- 9.2 Human Resources Management/Academic Docket
The board approved the Human Resources management/academic docket as presented.
- 9.3 Human Resources Classified Docket
The board approved the Human Resources classified docket as presented.
- 9.4 Rejection of Claim #639710
The board approved the rejection of claim #639710 as presented.
- 9.5 Rejection of Claim #640121
The board approved the rejection of claim #640121 as presented.
- 9.6 Approval of Property and Casualty Claims Administration Services Agreement
The board approved the property and casualty claims administration services agreement as presented.

5.0 INFORMATIONAL ITEMS AND ORAL REPORTS

5.1 Enrollment Update

Mr. Enrique Perez, Vice Chancellor, Educational Services, Dr. Annebelle Nery, President, SAC, Dr. Jim Kennedy, Vice President Continuing Education SAC, and Mr. Jason Parks, Vice President, Academic Affairs, SCC provided an overview and update on enrollment. Board members received clarification on data related to the presentation.

5.2 Reports from Student Trustee

Mr. Alcaraz provided a report to the board.

5.3 Reports from Student Presidents

Ms. Jessica Velez, ASG Student President, Santa Ana College, provided a report to the board via Zoom.

Ms. Flo Cudal, ASG Student President, Santiago Canyon College, provided a report to the board.

5.4 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

5.5 Report from Board President

Ms. Tong congratulated new Student Trustee, Ricardo Alcaraz.

Ms. Tong mentioned that she agreed with Mr. Hanna on the idea of sharing the district's enrollment report with elected officials.

5.6 Board Member Comments

Mr. Hanna mentioned that he was pleased with the enrollment report that was presented earlier in the meeting.

Mr. Crockett mentioned that he was pleased with the enrollment report that was presented earlier in the meeting.

Mr. Hernandez attended the District Service Awards celebration on June 12, 2024.

Mr. Hernandez shared that he will be participating in the blood drive hosted by SCC on June 25, 2024.

Mr. Hernandez will be attending the League of United Latin American Citizens (LUCAC) National Convention on June 26-29, 2024.

5.7 Reports from Chancellor

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

5.8 Reports from College Presidents

The following college representatives provided reports to the board:

Dr. Annebelle Nery, President, Santa Ana College
Dr. Jeannie Kim, President, Santiago Canyon College

5.9 Report from Board Safety and Security Committee Chairperson

Mr. Crockett provided a report on the June 11, 2024 Board Safety & Security Committee meeting.

5.10 Report from Board Legislative Committee Chairperson

Mr. Crockett provided a report on the June 12, 2024 Board Legislative Committee meeting on behalf of Mr. Hanna.

5.11 Report from Board Facilities Committee Chairperson

Mr. Crockett provided a report on the June 17, 2024 Board Facilities Committee meeting on behalf of Mr. Yarbrough.

5.12 Report from Board Institutional Effectiveness Committee Chairperson

Mr. Hernandez provided a report on the June 17, 2024 Board Institutional Effectiveness Committee meeting.

6.0 INSTRUCTION

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

7.0 BUSINESS SERVICES

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

8.0 GENERAL

Items 8.1, 8.2, 8.3, 8.4, 8.5, 8.6, 8.7 were approved as part of Item 4.5 (Approval of Consent Calendar)

8.8 Approval of Board Legislative Committee Recommendations

It was moved by Dr. Arias Miller and seconded by Mr. Hernandez to approve the Board Legislative Committee and Administration's recommendations of legislative bills as presented. The motion carried with the following vote: Aye – Dr. Arias Miller, Mr. Crockett, Mr. Hanna, Mr. Hernandez, and Ms. Tong. Student Trustee Alcaraz's advisory vote was aye.

8.9 Approval of RSCCD Comprehensive Plan for 2024-2032, the Santa Ana College Comprehensive Educational Plan for 2024-2028, the Santiago Canyon College Comprehensive Educational Plan for 2024-2032, and the District Services and Operations Plan for 2024-2028

It was moved by Mr. Hernandez and seconded by Mr. Crockett to approve the RSCCD Comprehensive Plan for 2024-2032, the Santa Ana College Comprehensive Educational Plan for 2024-2028, the Santiago Canyon College Comprehensive Educational Plan for 2024-2032, and the District Services and Operations Plan for 2024-2028. The motion carried with the following vote: Aye – Dr. Arias Miller, Mr. Crockett, Mr. Hanna, Mr. Hernandez, and Ms. Tong. Student Trustee Alcaraz's advisory vote was aye.

9.0 HUMAN RESOURCES

Items 9.2, 9.3, 9.4, 9.5, 9.6 were approved as part of Item 4.5 (Approval of Consent Calendar)

9.1 Human Resources Docket - Cabinet Appointment

Ms. Tong indicated this item is to approve the appointment and Employment Contract for Kristin Olson, as Vice Chancellor of Human Resources of Rancho Santiago Community College District and to discuss and approve the financial terms of the employment contract per Government Code 54953(c)(3) prior to taking final action on the salary and fringe benefits of the Employment Contract:

- The proposed salary for Kristin Olson, as the new Vice Chancellor of Rancho Santiago Community College District is \$309,848.11 for the academic year with a start date of July 29, 2024
- The health and welfare benefits shall be the same as that currently provided to all District administrators
- The District will contribute \$605 per month to a tax-sheltered annuity

It was moved by Mr. Hernandez and seconded by Mr. Crockett to approve the Human Resources Docket - Cabinet Appointment / Extension of Interim Assignment with an amendment to remove section 13- Teaching Assignment from the Classified Administrator Employment agreement for Kristin Olson. The motion carried with the following vote: Aye – Dr. Arias Miller, Mr. Crockett, Mr. Hanna, Mr. Hernandez, and Ms. Tong. Student Trustee Alcaraz’s advisory vote was aye.

9.7 Approval of the RSCCD Equal Employment Opportunity Plan 2023-2026

It was moved by Mr. Hernandez and seconded by Mr. Alcaraz to approve the RSCCD Equal Employment Opportunity Plan 2023-2026 as presented. The motion carried with the following vote: Aye – Dr. Arias Miller, Mr. Crockett, Mr. Hanna, Mr. Hernandez, and Ms. Tong. Student Trustee Alcaraz’s advisory vote was aye.

10.0 ADJOURNMENT

The next regular meeting of the Board of Trustees will be held on July 8, 2024, at the RSCCD boardroom. There being no further business, Ms. Tong adjourned the meeting at 9:17 p.m.

Respectfully submitted,

Marvin Martinez, Chancellor

Approved: _____
Clerk of the Board

Minutes approved: July 8, 2024