

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT (RSCCD)**  
**2323 North Broadway, #107**  
**Santa Ana, CA 92706**

**Board of Trustees**  
**(Regular meeting)**

**Monday, February 3, 2020**

**MINUTES**

**1.0 PROCEDURAL MATTERS**

1.1 Call to Order

The meeting was called to order at 4:32 p.m. by Ms. Claudia Alvarez. Other members present were Ms. Arianna Barrios, Mr. Zeke Hernandez, Mr. Larry Labrado, Ms. Nelida Mendoza, and Mr. Theodore Moreno. Mr. John Hanna and Mr. Phillip Yarbrough arrived at the time noted.

Administrators present during the regular meeting were Ms. Tracie Green, Dr. John Hernandez, Dr. Linda Rose, Mr. Marvin Martinez, and Mr. Enrique Perez. Ms. Anita Lucarelli was present as record keeper.

1.2 Pledge of Allegiance to the United States Flag

The Pledge of Allegiance was led by Ms. Narges Rabii-Rakin, President, Faculty Association of Rancho Santiago Community College District (FARSCCD).

Mr. Hanna arrived at this time.

1.3 Approval of Additions or Corrections to Agenda

There were no additions or corrections to the agenda.

1.4 Public Comment

Mr. Kelvin Leeds spoke regarding the impact Assembly Bill 705 (Student Success Act of 2012: matriculation; assessment) has had on enrollment decline at Santa Ana College (SAC).

1.5 Approval of Minutes

It was moved by Mr. Labrado and seconded by Ms. Mendoza to approve the minutes of the regular meeting held January 13, 2020. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, and Ms. Mendoza. Student Trustee Moreno's advisory vote was aye.

## 1.6 Approval of Consent Calendar

It was moved by Ms. Barrios and seconded by Mr. Moreno to approve the recommended action on the following items (as indicated by an asterisk on the agenda) on the Consent Calendar, with the exception of Item 3.3 (Satellite Coffee Cart Agreement with Sheera LLC dba Sheera Express) and Item 3.6 (Amendment to Sponsorship Agreement with Bottling Group, LLC, a Delaware Limited Liability Company, and Its Affiliates and/or Their Respective Subsidiaries Collectively Comprising Pepsi Beverages Company) removed from the Consent Calendar by Mr. Hernandez; and Item 4.6 (Donation of Vehicle – 2007 BMW X3) removed from the Consent Calendar by Ms. Alvarez. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, and Ms. Mendoza. Student Trustee Moreno's advisory vote was aye.

- 3.1 Approval of Educational Affiliation Agreement with NeuroRestorative  
The board approved the educational affiliation agreement with NeuroRestorative located in Irvine, California, as presented.
- 3.2 Approval of Educational Affiliation Agreement Renewal with Manhattan Beach Unified School District (USD)  
The board approved the educational affiliation agreement renewal with Manhattan Beach USD located in Manhattan Beach, California, as presented.
- 3.4 Approval of Student Affiliation Agreement Renewal between RSSCD which operates Santa Ana College and Hoag Memorial Hospital Presbyterian  
The board approved the student affiliation agreement renewal between RSSCD which operates SAC and Hoag Memorial Hospital Presbyterian located in Newport Beach, California, as presented.
- 3.5 Approval of Amendment No. 1 for Professional Services Agreement between City of Glendale and RSSCD on behalf of Santa Ana College  
The board approved Amendment No. 1 for the professional services agreement between the City of Glendale and RSSCD on behalf of SAC, as presented.
- 3.7 Approval of Proposed Revisions for 2020-2021 Santa Ana College Catalog  
The board approved the proposed revisions for the 2020-2021 SAC catalog.
- 3.8 Approval of Professional Services Agreement with Twenty Fifth Hour Communications, Inc.  
The board approved the professional services agreement with Twenty Fifth Hour Communications, Inc.
- 4.1 Approval of Payment of Bills  
The board approved payment of bills as submitted.

1.6 Approval of Consent Calendar (cont.)

4.2 Approval of Budget Increases/Decreases, Transfers, and Intrafund and Interfund Transfers

The board approved budget increases/decreases, transfers, and intrafund and interfund transfers from November 20, 2019, to January 21, 2020.

4.3 Approval of Quarterly Financial Status Report (CCFS-311Q) for Period Ended December 31, 2019

The board approved the CCFS-311Q for the period ended December 31, 2019, as presented.

4.5 Approval of Utilization of California Multiple Award Schedule (CMAS) Contracts #4-18-78-0032B and #4-07-51-0019A to Deere & Company

The board approved utilization of the CMAS contracts #4-18-78-0032B and #4-07-51-0019A to Deere & Company for landscaping equipment, including renewals, future addendums, supplements and extensions as presented.

4.7 Approval of Donation of Vehicle – 2010 Toyota Prius II

The board approved accepting the donation of the 2010 Toyota Prius II as presented.

4.8 Approval of Disposal of Surplus Vehicle

The board approved disposal of a surplus vehicle, declaring the 2012 Ford Escape as surplus property and utilizing Ken Porter Auctions to conduct an auction as presented.

5.1 Approval of Resource Development Items

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

- Strong Workforce Program – Local Share (SAC/SCC) \$ 2,521,649
- Strong Workforce Program – Regional Share (District) \$20,119,356

5.2 Approval of Sub-Agreement between RSCCD and Santa Clarita Community College District/College of the Canyons for Strong Workforce Program K-12 Pathway Coordinators and K-14 Technical Assistance Providers Grant

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

5.3 Approval of Professional Services Agreement with Ad Astra Information Systems, LLC

The board approved the professional services agreement with Ad Astra Information Systems, LLC, and authorized the Vice Chancellor, Business Operations/Fiscal Services or his designee to sign and enter into a related contractual agreement on behalf of the district.

1.7 Public Hearing – Continuing Education Faculty Association (CEFA) Initial Bargaining Proposal to Rancho Santiago Community College District

There were no public comments.

1.8 Public Hearing - Presentation of Rancho Santiago Community College District Initial Bargaining Proposal to Continuing Education Faculty Association

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, which included a report on the Community College League of California (CCLC) Annual Legislative Conference in Sacramento that he attended on January 26-27, 2020.

Mr. Yarbrough arrived during the chancellor's report.

2.2 Reports from College Presidents

The following college representatives provided reports to the board:

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

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

2.3 Report from Student Trustee

Mr. Moreno provided a report to the board, which included a report on the CCLC Annual Legislative Conference in Sacramento that he attended on January 26-27, 2020.

2.4 Reports from Student Presidents

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

Mr. Mariano Cuellar, Student President, Santa Ana College  
Ms. Daniela Nava, Inter Club Council President, Santiago Canyon College

2.5 Report from Classified Representative

Ms. Sheryl Martin, Executive Secretary, Orange Education Center, provided a report on behalf of the classified staff.

## 2.6 Reports from Academic Senate Presidents

Mr. Roy Shahbazian, Academic Senate President, Santa Ana College, provided a report to the board.

Mr. Michael DeCarbo, Academic Senate President, Santiago Canyon College, indicated he did not have a report since classes are not in session at this time.

## 2.7 Reports from Board Committee Chairpersons and Representatives of the Board

Ms. Mendoza and Mr. Martinez provided a report on the January 23, 2020, Orange County Community Colleges Legislative Task Force meeting.

## 3.0 INSTRUCTION

Items 3.1, 3.2, 3.4, 3.5, 3.7, and 3.8 were approved as part of Item 1.6 (Consent Calendar).

### 3.3 Approval of Satellite Coffee Cart Agreement with Sheera LLC dba Sheera Express

It was moved by Mr. Yarbrough and seconded by Mr. Labrado to approve the Satellite Coffee Cart agreement with Sheera LLC, dba Sheera Express located in Beverly Hills, California, as presented. Discussion ensued. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Ms. Mendoza, and Mr. Yarbrough. Student Trustee Moreno's advisory vote was aye.

### 3.6 Approval of Amendment to Sponsorship Agreement with Bottling Group, LLC, a Delaware Limited Liability Company, and Its Affiliates and/or Their Respective Subsidiaries Collectively Comprising Pepsi Beverages Company

It was moved by Mr. Yarbrough and seconded by Ms. Mendoza to approve the amendment to the sponsorship agreement with Bottling Group, a Delaware limited liability company, and its affiliates and/or their respective subsidiaries collectively comprising Pepsi Beverages Company, which has an office located in Aliso Viejo, California, as presented.

After discussion, it was moved by Mr. Hanna and seconded by Mr. Yarbrough to postpone action on this item until more information was provided. The motion to postpone action carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Ms. Mendoza, and Mr. Yarbrough. Student Trustee Moreno's advisory vote was aye.

## 4.0 BUSINESS OPERATIONS/FISCAL SERVICES

Items 4.1, 4.2, 4.3, 4.5, 4.7 and 4.8 were approved as part of Item 1.6 (Consent Calendar).

#### 4.4 Quarterly Investment Report as of December 31, 2019

The quarterly investment report as of December 31, 2019, was presented as information.

#### 4.6 Approval of Donation of Vehicle – 2007 BMW X3

Ms. Alvarez expressed her intention to abstain from the vote on this item due to a potential conflict of interest. She passed the gavel to Ms. Mendoza as vice president and left the room at this time.

It was moved by Mr. Yarbrough and seconded by Mr. Moreno to accept the donation of the 2007 BMW X3 as presented. Discussion ensued. The motion carried with the following vote: Aye – Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Ms. Mendoza, and Mr. Yarbrough; and a vote of abstention from Ms. Alvarez. Student Trustee Moreno's advisory vote was aye.

Ms. Alvarez returned to the room at this time.

### 5.0 GENERAL

Items 5.1, 5.2, and 5.3 were approved as part of Item 1.6 (Consent Calendar).

#### 5.4 Board Member Comments

Since Mr. Martinez provided an in-depth report on the CCLC Annual Legislative Conference in Sacramento on January 26-27, 2020, Ms. Alvarez, Mr. Hanna, Mr. Hernandez, Mr. Moreno, and Mr. Yarbrough provided a brief report on the conference. The trustees reported that the pilot program offered by SAC for obtaining a bachelor's degree was spoken of in high regards at the conference. Mr. Hanna reminded board members that Board Policy 2740 Board Education requires board members to provide a report on the activity to the board at the next regularly scheduled board meeting. In addition, the trustees reported they visited legislators on behalf of the district.

Mr. Hernandez provided a report on the Effective Trustee Workshops he attended prior to the CCLC Annual Legislative Conference. The workshops included such topics as The Brown Act, students' mental health issues, trustee roles and responsibilities, and ethics training.

Mr. Hanna provided a report on the Advisory Committee on Legislation meeting he attended prior to the CCLC Annual Legislative Conference. Mr. Hanna indicated that discussion at the meeting included legislation that would provide a safe environment for students to sleep in their cars, legislation that would increase the part-time faculty load from 67% to 85%, and the funding formula for community colleges. Mr. Hanna encouraged the Academic Senates, faculty and classified unions, chancellor, college

#### 5.4 Board Member Comments (cont.)

presidents, and student representatives to send legislation they want reviewed by Mr. Hanna to the board's assistant.

While attending the CCLC Annual Legislative Conference, Mr. Yarbrough spoke with members of the Association of Community College Trustees (ACCT) Public Policy and Advocacy Committee (of which he is a member) regarding having the committee address the Deferred Action for Childhood Arrivals (DACA) issue at its February meeting.

Ms. Barrios indicated that she had one son attend SCC and currently has a son enrolled at SAC.

Ms. Barrios reported that she attended the City of Orange Chamber of Commerce meeting on January 28 where the chancellor spoke on behalf of the district. She reminded those in attendance at the Chamber meeting of SCC's Community Science Night on March 13, 2020.

Ms. Mendoza commended SCC on its recent news release regarding offering a tuition-free education for the first two years of college and asked that SAC send out a news release informing the community of the same opportunity.

Ms. Mendoza congratulated SCC's Women's Soccer team on its fourth California Community College Athletic Association Women's Soccer State Championship.

Ms. Mendoza asked if the meeting could be adjourned in honor of the victims of the mass shooting at Texas A&M University-Commerce earlier today.

Ms. Alvarez thanked Chief Toledo for his quick response today in sending an email today to staff regarding emergency preparedness in response to the mass shooting that occurred at Texas A&M University-Commerce.

Attorney Ruben Smith, AlvaradoSmith, stated since the board agenda was published, two of the three cases of anticipated/potential litigation listed on the agenda have become lawsuits; therefore, he provided the following names/case numbers to review during closed session:

- Ryan Duncan, Case #30-2019-01105172-CU-PA-CJC
- Joseph Robert Pineo, Case #30-2019-01105172-CU-PA-CJC

#### **RECESS TO CLOSED SESSION**

The board convened into closed session at 6:38 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. Student Workers

2. Conference with Legal Counsel: Anticipated/Potential Litigation (pursuant to Government Code Section 54956.9[b]-[c]) (3 cases)
3. Conference with Labor Negotiator (pursuant to Government Code Section 54957.6)  
Agency Negotiator: Tracie Green, Vice Chancellor, Human Resources  
Employee Organizations: Faculty Association of Rancho Santiago Community College District  
California School Employees Association (CSEA), Chapter 579  
California School Employees Association, Chapter 888  
Continuing Education Faculty Association (CEFA)  
Unrepresented Management Employees
4. Public Employee Discipline/Dismissal/Release (pursuant to Government Code Section 54957[b][1])

Mr. Moreno left the meeting at this time.

## **RECONVENE**

The board reconvened at 7:01 p.m.

### **Closed Session Report**

Mr. Yarbrough reported during closed session the board discussed public employment, anticipated/potential litigation, labor negotiations, and public employee discipline/dismissal/release, and the board took no action.

### **Public Comment**

There were no public comments.

## **6.0 HUMAN RESOURCES**

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

It was moved by Ms. Barrios and seconded by Mr. Yarbrough to approve the following action on the management/academic personnel docket. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Ms. Mendoza, and Mr. Yarbrough.

- Approve New Appointments
- Approve Spring 2020 Step Increases for FARSCCD Part-time Faculty Hourly Rates
- Approve Spring 2020 Step Increases for FARSCCD Full-time Faculty Beyond Contract Rates
- Ratify Resignations/Retirements
- Approve Additional 2019-2020 Contract Extension Days
- Approve Leaves of Absence



6.1 Management/Academic Personnel (cont.)

- Approve Column Changes
- Approve CEFA Step Increases
- Approve Part-time Hourly New Hires/Rehires
- Approve Non-paid Intern Services

6.2 Classified Personnel

It was moved by Ms. Barrios and seconded by Mr. Yarbrough to approve the following action on the classified personnel docket. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Ms. Mendoza, and Mr. Yarbrough.

- Approve Changes in Grade
- Approve New Appointments
- Approve Hourly Ongoing to Contract Assignments
- Approve Temporary to Contract Assignments
- Approve Professional Growth Increments
- Approve Out of Class Assignments
- Approve Leaves of Absence
- Approve Voluntary Furloughs
- Ratify Resignations/Retirements
- Approve Changes in Position
- 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 Volunteers
- Approve Student Assistant Lists

6.3 Approval of Costs Incurred for Community College Faculty Job Summit

It was moved by Ms. Barrios and seconded by Mr. Yarbrough to approve payment by RSCCD to the Anaheim Majestic Garden Hotel in the amount of \$17,212.42. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Ms. Mendoza, and Mr. Yarbrough.

## 7.0 **ADJOURNMENT**

The next regular meeting of the Board of Trustees will be held on February 24, 2020.

There being no further business, Ms. Alvarez declared the meeting adjourned at 7:02 p.m., in honor of the two sisters who died in the mass shooting at Texas A&M University-Commerce on February 3, 2020.

Respectfully submitted,

---

Marvin Martinez, Chancellor

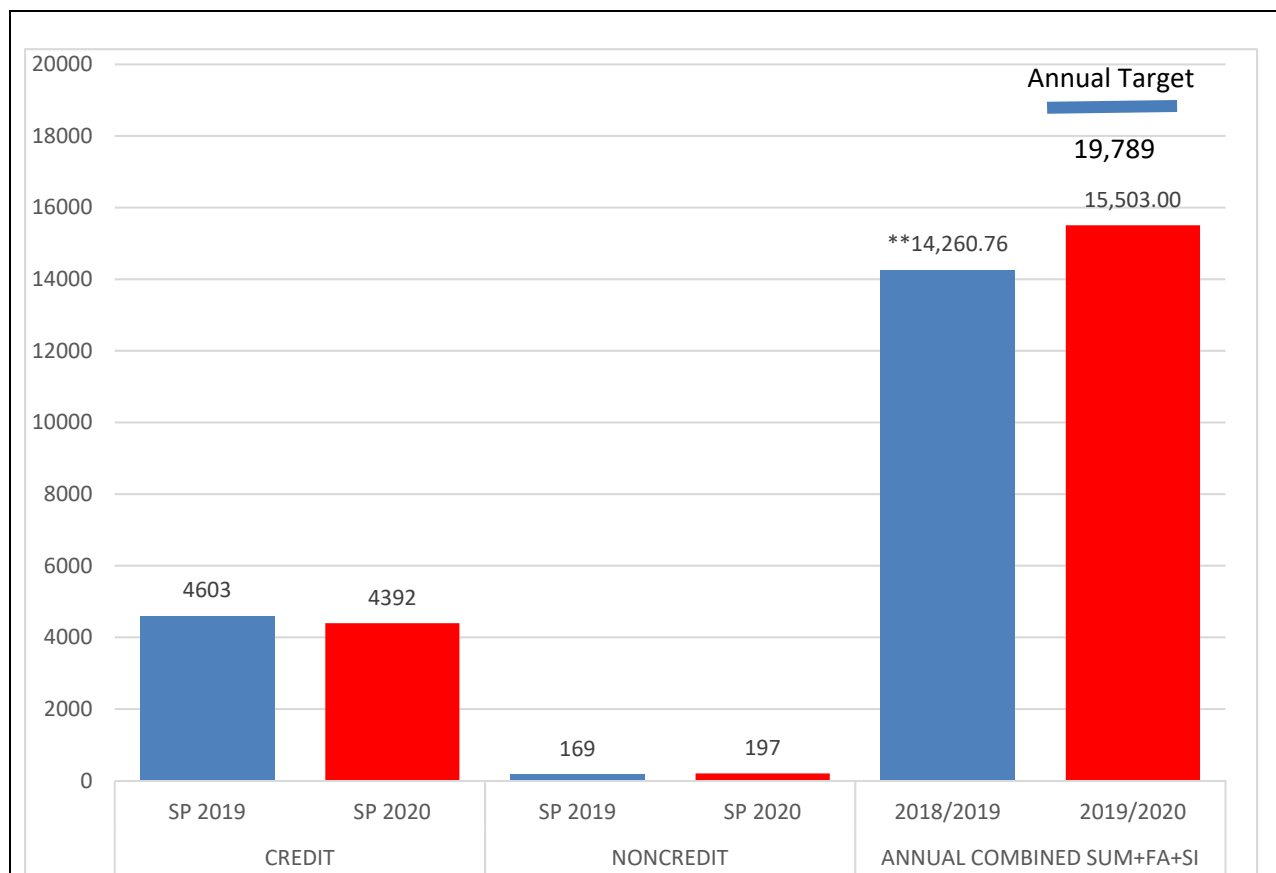
Approved: \_\_\_\_\_  
Clerk of the Board

Minutes approved: February 24, 2020



## SAC 2019/2020 Spring Enrollment Report

\*Date: 1/30/20



### FTES Target

Terms	2019/2020	DIFF	PCT
Credit SP Target	6598.00		
Credit SP Projection	6598.00	0.00	0%
Noncredit SP Target***	2111.00		
Noncredit SP Projection	2111.00	0.00	0%
Annual Target	19789.00		
Annual Projection	19671.00	-118.00	-1%

### NOTES:

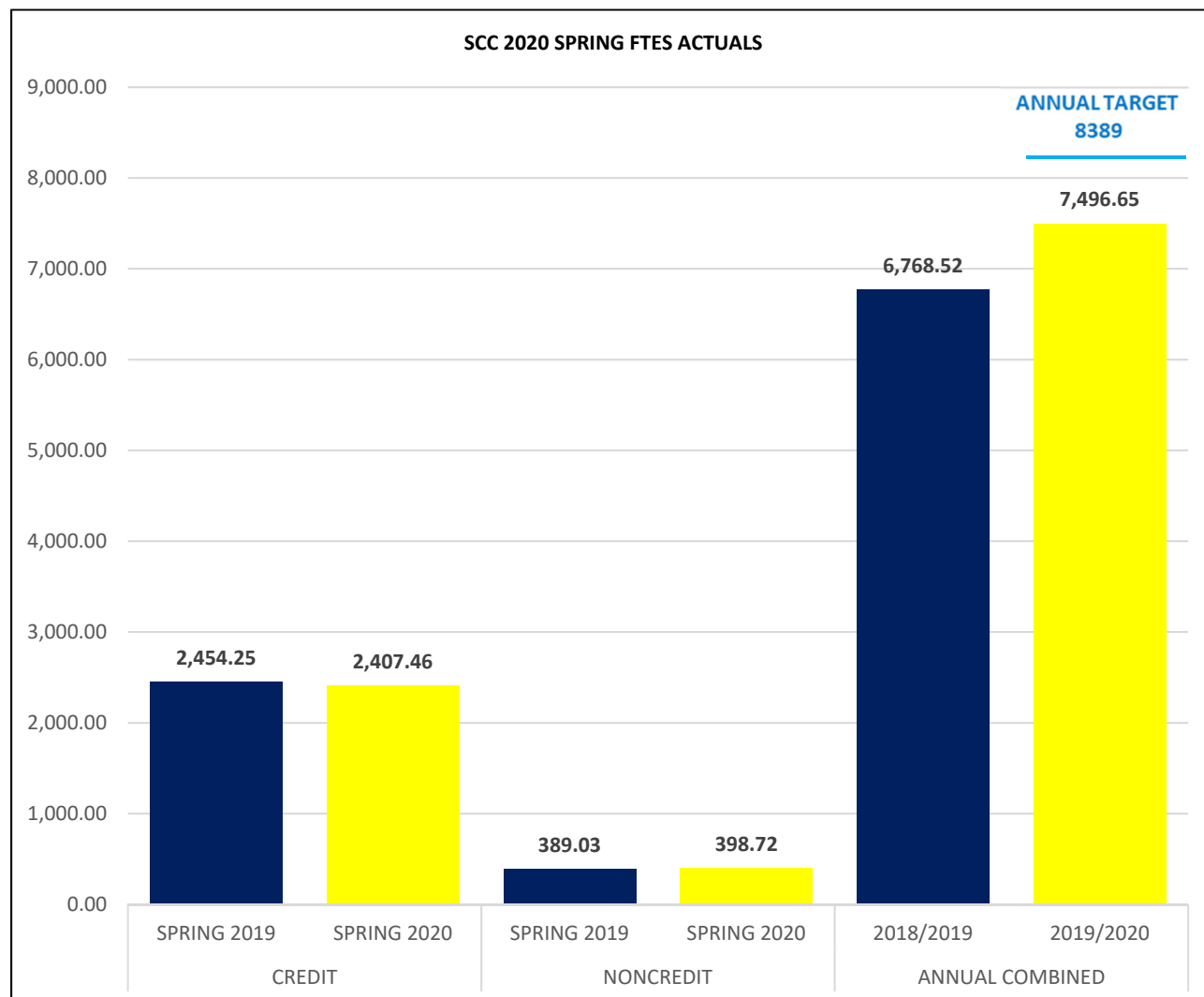
\* This report represents a "moment in time" comparison between like terms.

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

\*\*\* Spring Target includes all FTEs earned by June 30, 2020.



**SCC 2019/2020 ENROLLMENT REPORT**  
1/30/2020



**FTES TARGETS**

TERMS	2019/2020	DIFF	PCT
Credit Spring Target	2766		
Credit Spring Projection	2766	0	0.0%
NonCredit Spring Target	1155		
NonCredit Spring Projection	1155	0	0.0%
Annual Target	8389		
Annual Projection	8389	0	0.0%

**NOTES:**

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

**SOURCE:** Executive Dashboard Report