

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT (RSCCD)
Board of Trustees (Regular meeting)
Monday, February 22, 2016
2323 North Broadway, #107
Santa Ana, CA 92706

District Mission

The mission of the Rancho Santiago Community College District is to provide quality educational programs and services that address the needs of our diverse students and communities.

The mission of Santa Ana College is to be a leader and partner in meeting the intellectual, cultural, technological, and workforce development needs of our diverse community. Santa Ana College provides access and equity in a dynamic learning environment that prepares students for transfer, careers and lifelong intellectual pursuits in a global community.

Santiago Canyon College is an innovative learning community dedicated to intellectual and personal growth. Our purpose is to foster student success and to help students achieve these core outcomes: to learn, to act, to communicate and to think critically. We are committed to maintaining standards of excellence and providing accessible, transferable, and engaging education to a diverse community.

Americans with Disabilities Acts (ADA)

It is the intention of the Rancho Santiago Community College District to comply with the Americans with Disabilities Acts (ADA) in all respects. If, as an attendee or a participant at this meeting, you will need special assistance, the Rancho Santiago Community College District will attempt to accommodate you in every reasonable manner. Please contact the executive assistant to the board of trustees at 2323 N. Broadway, Suite 410-2, Santa Ana, California, 714-480-7452, on the Friday prior to the meeting to inform us of your particular needs so that appropriate accommodations may be made.

A G E N D A

1.0 PROCEDURAL MATTERS

4:30 p.m.

1.1 Call to Order

1.2 Pledge of Allegiance to the United States Flag

1.3 Approval of Additions or Corrections to Agenda

Action

1.4 Public Comment

At this time, members of the public have the opportunity to address the board of trustees on any item within the subject matter jurisdiction of the board. Members of the community and employees wishing to address the board of trustees are asked to complete a "Public Comment" form and submit it to the board's executive assistant prior to the start of open session. **Completion of the information on the form is voluntary.** Each speaker may speak up to three minutes; however, the president of the board may, in the exercise of discretion, extend additional time to a speaker if warranted, or expand or limit the number of individuals to be recognized for discussion on a particular matter.

Please note the board cannot take action on any items not on the agenda, with certain exceptions as outlined in the Brown Act. Matters brought before the board that are not on the agenda may, at the board's discretion, be referred to staff or placed on the next agenda for board consideration.

1.5 Approval of Minutes – Regular meeting of January 25, 2016

Action

1.6 Approval of Consent Calendar

Action

Agenda items designated as part of the consent calendar are considered by the board of trustees to either be routine or sufficiently supported by back-up information so that additional discussion is not required. Therefore, there will be no separate discussion on these items before the board votes on them. The board retains the discretion to move any action item listed on the agenda into the Consent Calendar. **The consent calendar vote items will be enacted by one motion and are indicated with an asterisk (*).**

An exception to this procedure may occur if a board member requests a specific item be removed from the consent calendar consideration for separate discussion and a separate vote.

1.7 Recognition of Child Development Teachers for Completion of Degrees

2.0 BOARD PLANNING SESSION

2.1 Board of Trustee's Annual Planning Session Information

The planning session will include the following documents and activities:

- A review of the Board's Planning Design, as adopted on February 19, 2013.
- An Annual Progress Report on the Rancho Santiago Community College District Goals.
- Enrollment and Marketing Trends/Activities
- International Student Recruitment

3.0 INFORMATIONAL ITEMS AND ORAL REPORTS

3.1 Report from the Chancellor

3.2 Reports from College Presidents

- Enrollment
- Facilities
- College activities
- Upcoming events

3.3 Report from Student Trustee

3.4 Reports from Student Presidents

- Student activities

3.5 Report from Classified Representative

3.6 Reports from Academic Senate Presidents

- Senate meetings

3.7 Reports from Board Committee Chairpersons

- Board Facilities Committee
- Board Policy Committee

4.0 INSTRUCTION

***4.1 Approval of Contract between City of Santa Ana and RSCCD on behalf of Santa Ana College (SAC) under a Workforce Investment Act Grant Action**

The administration recommends approval of the contract between the City of Santa Ana and RSCCD on behalf of SAC under a Workforce Investment Act Grant.

***4.2 Approval of College Central Network, Inc. (CCN) Career Services Central (CSC) Application Service Provider (ASP) Agreement for Online Career Management System Action**

The administration recommends approval of the CCN CSC ASP agreement for the online career management system as presented.

* Item is included on the Consent Calendar, Item 1.6.

- *4.3 Approval of Facility Use Agreement with Delhi Center Action
The administration recommends approval of the facility use agreement on behalf of SAC School of Continuing Education with Delhi Center in Santa Ana, California.
- *4.4 Approval of Occupational Therapy Assistant (OTA) Agreement Renewal - Ventura County Office of Education Action
The administration recommends approval of the agreement renewal with the Ventura County Office of Education in Camarillo, California.
- *4.5 Approval of OTA Agreement Renewal – United States Adaptive Recreation Center Action
The administration recommends approval of the agreement renewal with the United States Adaptive Recreation Center in Big Bear Lake, California.
- *4.6 Approval of Amendment #3 to Criminal Justice Academies (CJA) Agreement (MA-060-11010909) – County of Orange Action
The administration recommends approval of amendment #3 of the CJA agreement MA-060-11010909 with the County of Orange in Santa Ana, California.
- *4.7 Approval of Amendment #8 to CJA Agreement (Z1000000068) - County of Orange Action
The administration recommends approval of amendment #8 of the CJA agreement Z1000000068 with the County of Orange in Santa Ana, California.
- *4.8 Approval of Santiago Canyon College (SCC) Follow-Up Report on Accreditation Action
The administration recommends approval of the SCC Follow-Up Report on Accreditation and submission of the report to the Accrediting Commission for Community and Junior Colleges (ACCJC) before March 15, 2016.

5.0 BUSINESS OPERATIONS/FISCAL SERVICES

- *5.1 Approval of Payment of Bills Action
The administration recommends payment of bills as submitted.
- *5.2 Approval of Budget Increases/Decreases and Budget Transfers Action
The administration recommends approval of budget increases, decreases and transfers during the period of January 8, 2016, to January 31, 2016.
- *5.3 Adoption of Resolution No. 16-03 – Intent to Dedicate Easement to Southern California Edison (SCE) at Santa Ana College Action
The administration recommends adoption of Resolution No. 16-03 – Intent to Dedicate Easement to SCE at SAC.

* Item is included on the Consent Calendar, Item 1.6.

- *5.4 Approval of Contract with Southern California Edison for Extension of Electrical Distribution Line Rule 15 for New Central, Plant Mechanical Upgrades and Infrastructure Project at Santa Ana College Action
The administration recommends approval of the contract with SCE for the extension of electric distribution line rule 15 for the Central Plant, mechanical upgrades and infrastructure project at SAC as presented in form and content.
- *5.5 Approval of Agreement with 3QC, Inc. for Commissioning Consulting Services for Johnson Student Center Project at Santa Ana College Action
The administration recommends approval of the agreement with 3QC, Inc. for commissioning consulting services for the Johnson student center project at SAC as presented.
- *5.6 Approval of Agreement with 3QC, Inc. for Commissioning Consulting Services for Science Center Project at Santa Ana College Action
The administration recommends approval of the agreement with 3QC, Inc. for commissioning consulting services for the science center project at SAC as presented.
- *5.7 Approval of Amendment to Agreement with Hammel, Green and Abrahamson, Inc. for Professional Design Services for Science Center Project at Santa Ana College Action
The administration recommends approval of the amendment with Hammel, Green and Abrahamson, Inc. for professional design services for the science center project at SAC as presented.
- *5.8 Approval of Amendment to Agreement with PENCO Engineering, Inc. for Land Surveying Consulting Services for Science Center at Santa Ana College Action
The administration recommends approval of the amendment to the agreement with PENCO Engineering, Inc. for land surveying consulting services for the science center at SAC as presented.
- *5.9 Approval of Agreement with Sindoni Consulting & Management Services, Inc. for Commissioning Consulting Services for Orange Education Center (OEC) Project of Santiago Canyon College (SCC) Action
The administration recommends approval of the agreement with Sindoni Consulting & Management Services, Inc. for commissioning consulting services for the OEC project of SCC as presented.

- *5.10 Approval of Amendment to Agreement with WLC Architects, Inc. for Architectural and Engineering Consulting Services for Building D Interior Renovations of Santiago Canyon College Action
The administration recommends approval of the amendment with WLC Architects Inc. for architectural and engineering services for Building D interior renovations at SCC as presented.
- *5.11 Approval of Agreement with Lentz Morrissey Architects for Professional Design Services for Americans with Disabilities (ADA) Act Upgrades to District Office Action
The administration recommends approval of the agreement with Lentz Morrissey Architects for professional design services for ADA upgrades to the district office as presented.
- *5.12 Approval of Lease Agreement with Latin Digital Audio Action
The administration recommends approval of the lease agreement with Latin Digital Audio and authorization be given to the Vice Chancellor of Business Operations and Fiscal Services to execute the agreement on behalf of the district as presented.
- *5.13 Approval of Agreement with Innovation Protocol, Inc. for Strategic Brand Development Action
The administration recommends approval of the agreement with Innovation Protocol, Inc. for strategic brand development as presented.
- *5.14 Approval of Foundation for California Community Colleges Administrative Services Agreement #CB 13-011 Related to Request for Proposal (RFP) #13-001 Action
The administration recommends approval of the use of the Foundation for California Community Colleges Administrative Services Agreement #CB 13-011 related to RFP #13-001 for cost per copy printing services including equipment lease and purchase of multi-function devices (copiers) and production equipment and all future renewals offered by Konica Minolta and approved authorized dealers as the vendor as presented.
- *5.15 Approval of Surplus Property Action
The administration recommends declaration of the list of equipment as surplus property and utilization of The Liquidation Company to conduct an auction as presented.
- *5.16 Approval of Donation of Surplus Items Action
The administration recommends approval of donations to Orange Unified School District and Boys & Girls Clubs of Fullerton as presented.

- *5.17 Approval of Purchase Orders Action
The administration recommends approval of the purchase order listing for the period January 10, 2016, through January 30, 2016.

6.0 GENERAL

- *6.1 Approval of Resource Development Items Action
The administration recommends approval of budgets, acceptance of grants, and authorization for 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:
- California Career Pathways Trust – Santa Ana Unified School District (SAUSD) California Career Pathways Trust Grant (SAC) \$811,050
 - Deputy Sector Navigator – Global Trade & Logistics (District) - *Augmentation* \$100,000
 - Deputy Sector Navigator – In-Region DSN ICT/Digital Media Year 3 (District) – *Augmentation* \$100,000
 - Deputy Sector Navigator – Small Business (District) - *Augmentation* \$100,000
 - Disabled Students Programs & Services (DSPS) (SCC) \$748,248
 - First 5 California Child Signature Program (CSP) (District) - *Augmentation* \$ 44,000
 - Los Angeles/Orange County Regional Consortium (District) - *Augmentation* \$ 40,000
- *6.2 Approval of Amendment to Sub-Agreement between RSCCD and Opportunity Development Enterprises, LLC for Sector Navigator Information Communication Technology (ICT)/Digital Media Grant Action
The administration recommends approval of the amendment to the sub-agreement with Opportunity Development Enterprises, LLC, and authorization be given to the Vice Chancellor, Business Operations/Fiscal Services or his designee to sign the agreement on behalf of the district.
- *6.3 Approval of Sub-Agreements between RSCCD and Orange Unified School District (OUSD) and Santa Ana Unified School District (SAUSD) for Assembly Bill (AB) 104 Adult Education Block Grant Action
The administration recommends approval of the sub-agreements and authorization be given to the Vice Chancellor, Business Operations/Fiscal Services or his designee to sign and enter into related contractual agreements on behalf of the district.

* Item is included on the Consent Calendar, Item 1.6.

- *6.4 Approval of Sub-Agreement between RSCCD and South Orange County Community College District/Saddleback College for Global Trade and Logistics Deputy Sector Navigator Grant Action
The administration recommends approval of the sub-agreement and authorization be given to the Vice Chancellor, Business Operations/Fiscal Services or his designee to sign and enter into a related contractual agreement on behalf of the district.
- *6.5 Adoption of Resolution No. 16-04 – Children and Families Commission of Orange County (FCI-CSP-03) Action
The administration recommends adoption of the Resolution No. 16-04 with the Children and Families Commission of Orange County and authorization be given to the Vice Chancellor, Business Operations/Fiscal Services or his designee to sign and enter into a related contractual agreement on behalf of the district.
- 6.6 First Reading of Board Policies (BP) Information
The following board policies are presented for a first reading as information:
 - BP 2305 Annual Organization Meeting
 - BP 2715 Code of Ethics/Standards of Practice
 - BP 3510 Workplace Violence
 - BP 3821 Gifts to Employees (New)
 - BP 5030 Fees
 - BP 6400 Financial Audits
 - BP 7001 Code of Ethics
 - BP 7330 Communicable Disease
- 6.7 Review of Proposed Administrative Regulations Information
The administrative regulations are presented to the board as an information item for review and comment.
- 6.8 Adoption of Resolution No. 16-05 in Honor of Dr. Juan Francisco Lara Action
Board President Claudia Alvarez recommends adoption of Resolution No. 16-05 in honor of Dr. Juan Francisco Lara.
- 6.9 Appointments to Measure Q Citizens' Bond Oversight Committee Action
It is recommended that the board approve the appointments to the Measure Q Citizens' Bond Oversight Committee as presented.
- 6.10 Board Member Comments Information

* Item is included on the Consent Calendar, Item 1.6.

RECESS TO CLOSED SESSION

Conducted in accordance with applicable sections of California law. Closed sessions are not open to the public. (RSCCD)

Pursuant to Government Code Section 54957, the Board may adjourn to closed session at any time during the meeting to discuss staff/student personnel matters, negotiations, litigation, and/or the acquisition of land or facilities. (OCDE)

The following item(s) will be discussed in closed session:

1. Public Employment (pursuant to Government Code Section 54957[b][1])
 - a. Part-time Faculty
 - b. Classified Staff
 - c. Student Workers
 - d. Professional Experts
2. Conference with Legal Counsel: Existing Litigation (pursuant to Government Code Section 54956.9[a])

Faculty Association of the Rancho Santiago Community College District, et al. v. RSCCD Foundation, et al. Case No. 30-2015-00790167-CU-MM-CJC (Superior Court-County of Orange)
3. Conference with Legal Counsel: Anticipated/Potential Litigation (pursuant to Government Code Section 54956.9[b]-[c]) (1 case)
4. Conference with Labor Negotiator (pursuant to Government Code Section 54957.6)

Agency Negotiator: Ms. Judy Chitlik, Assistant Vice Chancellor of Human Resources & Educational Services

Employee Organizations: Faculty Association of Rancho Santiago Community College District
California School Employees Association, Chapter 579
California School Employees Association, Chapter 888
5. Public Employee Discipline/Dismissal/Release (pursuant to Government Code Section 54957[b][1])
6. Liability Claim (pursuant to Government Code Section 54956.95)
 - a. EMP1501939 MH
7. Public Employee Performance Evaluation (pursuant to Government Code Section 54957)
 - a. Chancellor

RECONVENE

Issues discussed in Closed Session (Board Clerk)

Public Comment

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7.0 HUMAN RESOURCES

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|------------|--|----------------------|
| 7.1 | <u>Management/Academic Personnel</u> | <u>Action</u> |
| | <ul style="list-style-type: none">• Approval of Faculty Association of RSCCD (FARSCCD) Beyond Contract/Overload Step Increases Spring 2016• Approval of FARSCCD Part-time/Hourly Step Increases Effective Spring 2016• Ratification of Resignations/Retirements• Approval of Changes of Assignment• Approval of Changes of Location• Approval of Extension of Interim Assignments• Approval of End of Voluntary Reduced Workload• Approval of Adjustments of Final Salary Placement• Approval of Adjustments of Contract Step Increase• Approval of 2015-16 Contract Extension Days• Approval of Leaves of Absence• Approval of Beyond Contract/Overload Stipends• Approval of Column Changes• Approval of Part-time Hourly New Hires/Rehires• Approval of Non-paid Instructors of Record• Approval of Non-paid Intern Services | |
| 7.2 | <u>Classified Personnel</u> | <u>Action</u> |
| | <ul style="list-style-type: none">• Approval of New Appointments• Approval of Temporary to Contract Assignments• Approval of Professional Growth Increments• Approval of Out of Class Assignments• Approval of Changes in Position• Approval of Longevity Increments• Ratification of Resignations/Retirements• Approval of Temporary to Hourly Ongoing Assignments• Approval of Leaves of Absence• Approval of Temporary Assignments• Approval of Changes in Temporary Assignments• Approval of Additional Hours for Ongoing Assignments• Approval of Substitute Assignments• Approval of Miscellaneous Positions• Approval of Instructional Associates/Associate Assistants• Approval of Community Service Presenters and Stipends• Approval of Volunteers• Approval of Student Assistant Lists | |

7.3 Rejection of Claim Action
The district's claims administrator recommends the board authorize the chancellor or his designee to reject claim #EMP1501939 MH.

7.4 Adoption of Resolution No. 16-02 authorizing payment to Trustee Action
Absent from Board Meetings
This resolution requests authorization of payment to Lawrence "Larry" R. Labrado for his absence from the January 25, 2016, board meeting due to illness.

8.0 ADJOURNMENT - The next regular meeting of the Board of Trustees will be held on March 14, 2016.