

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**  
**Board of Trustees (Regular meeting)**  
**Monday, July 23, 2012**  
**2323 North Broadway, #107**  
**Santa Ana, CA 92706**

**Vision Statement (Board of Trustees)**

Rancho Santiago Community College District is a learning community. The college district and its colleges are committed to ensuring access and equity and to planning comprehensive educational opportunities throughout our communities. We will be global leaders in many fields, delivering cost-effective, innovative programs and services that are responsive to the diverse needs and interests of all students. We will be exceptionally sensitive and responsive to the economic and educational needs of our students and communities. The environment will be collegial and supportive for students, staff, and the communities we serve.

We will promote and extensively participate in partnerships with other educational providers, business, industry, and community groups. We will enhance our communities' cultural, educational, and economic well-being.

We will be a leader in the state in student success outcomes. Students who complete programs will be prepared for success in business, industry, careers, and all future educational endeavors. We will prepare students to embrace and engage the diversity of our global community and to assume leadership roles in their work and public lives.

**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 June 18, 2012 **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.

## **2.0 INFORMATIONAL ITEMS AND ORAL REPORTS**

- 2.1 Report from the Chancellor
- 2.2 Reports from College Presidents
  - Enrollment
  - Facilities
  - College activities
  - Upcoming events
- 2.3 Report from Student Trustee
- 2.4 Reports from Student Presidents
  - Student activities
- 2.5 Reports from Academic Senate Presidents
  - Senate meetings

### **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. Full-time Faculty
  - b. Part-time Faculty
  - c. Administrators/Supervisors
  - d. Classified Staff
  - e. Student Workers
  - f. Professional Experts
2. Existing Litigation (pursuant to Government Code Section 54956.95):

*Nathaniel Ames v. Rancho Santiago Community College District et al, Orange County Superior Court Case No. 30-2010-00416323*

*Barraza & Sons Heavy Equipments, Inc v. Mepco Services, Inc., Rancho Santiago Community College District, Hartford Fire Insurance Company et al, Orange County Superior Court Case No. 30-2012-00572214*
3. Conference with Labor Negotiator (pursuant to Government Code Section 54957.6)  
Agency Negotiator: Mr. John Didion, Executive Vice Chancellor of Human Resources & Educational Services  
Employee Organization: California School Employees Association, Chapter 888
4. Public Employee Performance Evaluation (pursuant to Government Code Section 54957)
  - a. Chancellor
5. Public Employee Discipline/Dismissal/Release (pursuant to Government Code Section 54957[b][1])

## **RECONVENE**

### **Issues discussed in Closed Session (Board Clerk)**

#### **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.

## **3.0 HUMAN RESOURCES**

### **3.1 Management/Academic Personnel**

### **Action**

- Approval of Revised Job Descriptions/Changes of Titles
- Approval of Changes of Titles
- Approval of Changes of Assignments
- Approval of Interim Assignments
- Approval of Extensions of Interim Assignments
- Approval of 2012-2013 Cabinet Administrator Step Increases
- Approval of 2012-2013 CDC Chapter 888 Contract Assistant Director Stipends
- Approval of 2011-2012 CEFA Permanent Part-time Hourly Salary Schedules
- Approval of 2012-2013 CEFA Permanent Part-time Hourly Salary Schedules
- Approval of 2012-2013 FARSCCD Contract Extension Days
- Approval of 2012-2013 FARSCCD Contract & Part-time Athletic Coaching Stipends
- Approval of 2012-2013 FARSCCD 192/225 Day Faculty Coordinator Assignments/Stipends
- Approval of Additional 2011-2012 and 2012-2013 FARSCCD Contract Salary Step Increases
- Approval of Appointments
- Approval of Rehiring of Temporary Employees per E.C. 87470
- Approval of Changes of Assignments
- Approval of Return to Regular Assignments
- Approval of Voluntary Workload Reductions for CDC Chapter 888
- Approval of Additional 2011-2012 Contract Extension Days
- Approval of Leaves of Absence
- Approval of Beyond Contract/Overload Stipends
- Approval of Part-time Hourly Hires/Rehires
- Approval of Non-paid Instructors of Record
- Approval of Non-paid Intern Services

- 3.2 Classified Personnel Action
- Approval of New Classifications
  - Approval of Revised Job Descriptions
  - Approval of Miscellaneous Pay Schedules 2012-2013
  - Approval of New Appointments
  - Approval of Hourly On Going to Contract Assignments
  - Approval of Longevity Increments
  - Approval of Out of Class Assignments
  - Approval of Changes in Positions
  - Approval of Changes in Salary Placements
  - Approval of Leaves of Absence
  - Ratification of Resignations/Retirements
  - Rescission of Ratification of Resignations/Retirements
  - Approval of Temporary Assignments
  - Approval of Changes in Temporary Assignments
  - Approval of Additional Hours for On Going 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 & Stipends
- 3.3 Approval of Agreement with Liebert Cassidy Whitmore for Management Training and Legal Services Action  
The administration recommends authorization for the chancellor to renew the agreement for the 2012-2013 fiscal year.
- 3.4 Approval to Accept Amendment to Retention Agreement Action  
The administration recommends approval of the Amendment to Retention Agreement with The Wright Group.
- 3.5 Authorization for Board Travel/Conferences Action

#### **4.0 INSTRUCTION**

- \*4.1 Approval of Amendment to Affiliation Agreement with QuickCAPTION Action  
The administration recommends approval of the amendment to the agreement with QuickCAPTION for real time computer aided captioning services for the 2012-2013 academic year.

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

- \*4.2 Approval of Amendment to Affiliation Agreement with CRC Sign Language Interpreting Services Action  
The administration recommends approval of the amendment to the agreement with CRC Sign Language Interpreting Services for sign language interpreter services for the 2012-2013 academic year.
- \*4.3 Approval of CJA Agreement Renewal – Adlerhorst International, Inc. Action  
The administration recommends approval of the agreement with Adlerhorst International, Inc., in Riverside, California.
- \*4.4 Approval of OTA Agreement Renewal – Horizon Therapy Services Action  
The administration recommends approval of the agreement with Horizon Therapy Services in Rancho Cucamonga, California.
- \*4.5 Approval of Amendment #1 to Pharmacy Technology Agreement - University of the Pacific Action  
The administration recommends approval of the amendment with the University of the Pacific in Stockton, California.
- \*4.6 Approval of New OTA Agreement – Shoreline Healthcare Action  
The administration recommends approval of the agreement with Shoreline Healthcare in Long Beach, California.
- \*4.7 Approval of Santa Ana College Community Services Program, Fall 2012 Action  
The administration recommends approval of the proposed SAC Community Services Program for Fall 2012.
- \*4.8 Approval of Santiago Canyon College Community Services Program, Fall 2012 Action  
The administration recommends approval of the proposed SCC Community Services Program for Fall 2012.

## **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 Agreement with HMC Architects to Provide Professional Planning Services Action  
The administration recommends approval of the agreement with HMC Architects to provide professional planning services as presented.

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

- \*5.3 Approval of Child Development Services HURTT Family Health Clinic Agreement Action  
The administration recommends approval of the agreement between HURTT Family Health Clinic and Rancho Santiago Community College District as presented.
- \*5.4 Approval of Lease with St. Peter Evangelical Lutheran Church Action  
The administration recommends approval of the lease with St. Peter Evangelical Lutheran Church in Santa Ana for facilities to provide child care services as presented.
- \*5.5 Approval of Increase to Architect Contract – Westberg+White, Inc. Action  
The administration recommends approval of the increase to the architect contract with Westberg+White, Inc., for revised geotechnical findings as presented.
- \*5.6 Approval of Increase to Architect Contract – Westberg+White, Inc. Action  
The administration recommends approval of the increase to the architect contract with Westberg+White, Inc., for additional contracted services as presented.
- \*5.7 Approval of Change Order #3 for Bid #1179 – Road Alignment/ Cul-De-Sac and Parking Lot Expansion at Santa Ana College (SAC) Action  
The administration recommends approval of change order #3 for Bid #1179 for Los Angeles Engineering Inc., for road alignment/ cul-de-sac and parking lot expansion at SAC as presented.
- \*5.8 Adoption of Resolution No. 12-35 – Concrete for Loop Road Extension at Santiago Canyon College (SCC) Action  
The administration recommends adoption of Resolution No. 12-35 for Bid #1136 for Guy Yocom Construction, Inc., for concrete for the Loop Road Extension at SCC as presented.
- \*5.9 Adoption of Resolution No. 12-36 –Landscaping for Loop Road Extension at Santiago Canyon College Action  
The administration recommends adoption of Resolution No. 12-36 for Bid #1134 for Tropical Plaza Nursery, Inc., for landscaping for the Loop Road Extension at SCC as presented.
- \*5.10 Adoption of Resolution No. 12-37 – Notice of Intent to Dedicate Easements to City of Orange Action  
The administration recommends adoption of Resolution No. 12-37 giving Notice of Intent to Grant Easements to the City of Orange and schedule a public hearing on this resolution for August 20, 2012.

- \*5.11 Adoption of Resolution No. 12-40 – Signalization Project at Santiago Canyon College Action  
The administration recommends adoption of Resolution No. 12-40 for Bid #1181 for Dynalectric for the signalization project at SCC as presented.
- \*5.12 Adoption of Resolution No. 12-41 – Masonry for Athletic/Aquatic Complex at Santiago Canyon College Action  
The administration recommends adoption of Resolution No. 12-41 for Bid #1137 for Industrial Masonry, Inc., for masonry for the Athletic/Aquatic complex at SCC as presented.
- \*5.13 Approval of Change Order for Infrastructure Projects at Santiago Canyon College Action  
The administration recommends approval of additional services in the amount of \$12,500 plus \$1,000 in reimbursable expenses to LPA, Inc., as presented.
- \*5.14 Approval of Change Order #1 for Bid #1134 – Landscaping for Humanities Building at Santiago Canyon College Action  
The administration recommends approval of change order #1 for Bid #1134 for Tropical Plaza Nursery, Inc., for landscaping for the Humanities building at SCC as presented.
- \*5.15 Approval of Change Order #1 for Bid #1140 – Plumbing for Santiago Canyon Road Entry and Parking Lot at Santiago Canyon College Action  
The administration recommends approval of change order #1 for Bid #1140 for Interpipe Construction, Inc., for plumbing for the Santiago Canyon Road Entry and Parking Lot at SCC as presented.
- \*5.16 Approval of Change Order #4 for Bid #1136 – Concrete for Humanities Building at Santiago Canyon College Action  
The administration recommends approval of change order #4 for Bid #1136 for Guy Yocom Construction, Inc., for concrete for the Humanities Building at SCC as presented.
- \*5.17 Approval of Change Order #5 for Bid #1138 – Structural Steel for Humanities Building at Santiago Canyon College Action  
The administration recommends approval of change order #5 for Bid #1138 for Blazing Industrial Steel Inc., for structural steel for the Humanities building at SCC as presented.

- \*5.18 Approval of Change Order #3 for Bid #1139 – Electricity for Loop Road Extension at Santiago Canyon College Action  
The administration recommends approval of change order #1 for Bid #1140 for Interpipe Construction, Inc., for electricity for the Loop Road Extension at SCC as presented.
- \*5.19 Approval of Change Order #6 for Bid #1139 – Electricity for Humanities Building at Santiago Canyon College Action  
The administration recommends approval of change order #6 for Bid #1139 for Dynalectric for electricity for the Humanities building at SCC as presented.
- \*5.20 Approval of Change Order #8 for Bid #1139 – Electricity for Athletic/Aquatic Complex at Santiago Canyon College Action  
The administration recommends approval of change order #8 for Bid #1139 for Dynalectric, Inc., for electricity for the Athletic/Aquatic complex at SCC as presented.
- \*5.21 Approval of Change Order #4 for Bid #1141 – HVAC for Humanities Building at Santiago Canyon College Action  
The administration recommends approval of change order #4 for Bid #1141 for West Tech Mechanical for HVAC for the Humanities building at SCC as presented.
- \*5.22 Approval of Change Order #3 for Bid #1144 – Roofing for Athletic/Aquatic Complex at Santiago Canyon College Action  
The administration recommends approval of change order #3 for Bid #1144 for Troyer Contracting Co., Inc., for roofing for the Athletic/Aquatic complex at SCC as presented.
- \*5.23 Approval of Change Order #2 for Bid #1146 – Framing and Elevators for Athletic/Aquatic Complex at Santiago Canyon College Action  
The administration recommends approval of change order #2 for Bid #1146 for Inland Building Construction for framing and elevators for the Athletic/Aquatic complex at SCC as presented.
- \*5.24 Approval of Change Order #5 for Bid #1146 – Framing and Elevators for Humanities Building at Santiago Canyon College Action  
The administration recommends approval of change order #5 for Bid #1146 for Inland Building Construction Co., for framing and elevators for the Humanities building at SCC as presented.



- \*5.25 Approval of Change Order #7 for Bid #1147 – Interiors for Humanities Building at Santiago Canyon College Action  
The administration recommends approval of change order #7 for Bid #1147 for Inland Empire Architectural Specialties for interiors for the Humanities building at SCC as presented.
- \*5.26 Approval of Change Order #2 for Bid #1148 – Flooring for Athletic/Aquatic Complex at Santiago Canyon College Action  
The administration recommends approval of change order #2 for Bid #1148 for Continental Flooring, Inc., for flooring for the Athletic/Aquatic complex at SCC as presented.
- \*5.27 Approval of Outsource Technical Contract for 2012-2013 Action  
The administration recommends approval of hiring Outsource Technical Contract programmers for the 2012-2013 fiscal year as presented.
- \*5.28 Approval of Raubolt Consulting Services, Inc., Agreement Action  
The administration recommends approval of the consulting agreement from Raubolt Consulting Services, Inc., as presented.
- \*5.29 Approval of Change Order #1 for Bid #1183 for Video Surveillance System Action  
The administration recommends approval of change order #1 for Bid #1183 for IES Commercial, Inc., for the district-wide video surveillance system as presented.
- \*5.30 Acceptance and Awarding of Bid #1195 – Cisco SMARTnet and VOIP Maintenance Service Action  
The administration recommends acceptance of the bids and approval of awarding Bid #1195-Cisco SMARTnet and VOIP Maintenance Service to INX LLC, A Presidio Company, and any future renewals as presented.
- \*5.31 Approval of CMAS Contract #4-12-71-0130A and #4-12-71-1030B to Nova Solutions, Inc. Action  
The administration recommends approval of the district's participation in CMAS contracts #4-12-71-0130A and #4-12-71-0130B awarded to Nova Solutions, Inc., through March 31, 2017, and any future renewals and extensions as presented.

- \*5.32 Adoption of Resolution No. 12-34 – Delegation of Authority to Award Informal Contracts Action  
The administration recommends adoption of Resolution No. 12-34 that delegates the authority to award informal contracts to the Chancellor, Executive Vice Chancellor of Human Resources and Educational Services, and Vice Chancellor of Business Operations and Fiscal Services as presented.
- \*5.33 Approval of Purchase Orders Action  
The administration recommends approval of the purchase order listing for the period June 3, 2012, through June 28, 2012.
- \*5.34 Approval of Agreement for Special Services – Atkinson, Andelson, Loya, Ruud & Romo Action  
The administration recommends authorization be given to the Vice Chancellor of Business Operations/Fiscal Services or his designee to renew the proposed Special Services agreement between Rancho Santiago Community College District and Atkinson, Andelson, Loya, Ruud & Romo for the period of July 1, 2012, through June 30, 2013, as presented.

## 6.0 GENERAL

- \*6.1 Approval of Resource Development Items Action  
The administration recommends approval of budgets, acceptance of grants, and authorization for the chancellor or his designee to enter into related contractual agreements on behalf of the district for the following:
- Business & Entrepreneurship Center (District) \$ 205,000
  - Business & Entrepreneurship Center (BEC) HUB (District) \$ 100,000
  - Business & Entrepreneurship Center Statewide Leadership (District) \$ 172,500
  - Career and Technical Education Act (CTEA) Title I-C (District/SAC/SCC) \$1,488,234
  - Career and Technical Education Act (CTEA) Transitions (SAC/SCC) \$ 98,778
  - Center for International Trade Development – (District) \$ 205,000
  - Enrollment Growth for Nursing ADN Programs, Year 1 (SAC) \$ 135,287
  - Saint Joseph Hospital Clinical Training Grant (SAC) \$ 123,691
  - Santa Ana Middle College High School (SAC) \$ 84,153
  - Song-Brown Health Care Workforce Training Act – Registered Nurse Education: Capitation ADN Funding (SAC) \$ 120,000
  - Song-Brown Health Care Workforce Training Act – Registered Nurse Education: Special Program (SAC) \$ 105,000

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

- \*6.2 Approval of Sub-Agreements between RSCCD and Bakersfield College, Cañada College, Chabot College, Glendale College, Lassen Community College, Los Angeles City College, Los Angeles Harbor College, Mendocino College, Saddleback College, Solano Community College, and Southwestern College Action  
The administration recommends approval of the sub-award agreements and authorization be given to the Vice Chancellor, Business Operations/ Fiscal Services or his designee to sign the agreements on behalf of the district.
- \*6.3 Adoption of Resolution No. 12-38 – California Department of Education (CSPP-2341) Action  
The administration recommends approval of the resolution agreement with the California Department of Education and authorization be given to the chancellor or his designee to sign the agreement on behalf of the district.
- \*6.4 Adoption of Resolution No. 12-39 – California Department of Education (CCTR-2172) Action  
The administration recommends approval of the resolution agreement with the California Department of Education and authorization be given to the chancellor or his designee to sign the agreement on behalf of the district.
- \*6.5 Adoption of Resolution No. 12-42 regarding Emergency Closure of Centennial Education Center (CEC) Child Development Center Action  
The administration recommends adoption of the resolution certifying the Child Development Center was closed due to an emergency on June 8, 11, and 12, 2012.
- \*6.6 Approval of Amendment to Independent Contractor Agreement with International Consortium for Educational and Economic Development (ICEED) Action  
The administration recommends approval of the amendment and authorization be given to the Vice Chancellor of Business Operations/ Fiscal Services or his designee to sign the amendment on behalf of the district.
- \*6.7 Approval of Extension of Consulting Services – Townsend Public Affairs, Inc. Action  
The administration recommends approval of the Supplement to Contract for Consulting Services (#2) with Townsend Public Affairs, Inc., as presented.

- 6.8 Appointment of a RSCCD Community Representative (2012-2013) to the Orange County Community Colleges Legislative Task Force (OCCCLTF) Action

The administration recommends the board select a community representative to serve on the 2012-2013 task force.

- 6.9 Reports from Board Committees Information
- Board Facilities Committee

- 6.10 Board Member Comments Information

- 7.0 ADJOURNMENT** - The next regular meeting of the Board of Trustees will be held on August 20, 2012.

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