

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
Board of Trustees (Regular meeting)
Tuesday, November 13, 2012
Santa Ana College
1530 W. 17th Street, Room U-102
Santa Ana, California

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.

District Mission

The mission of the Rancho Santiago Community College District and its colleges 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 pursuit 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, act, communicate and think critically. We are committed to maintaining standards of excellence and providing an accessible, a transferable, and an 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. If a translator for the speaker is needed, 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 so appropriate accommodations may be made.

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1.5 Approval of Minutes – Regular meeting of October 22, 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.

1.7 Presentation on the Small Business Programs Information

1.8 Review and Discussion of Self-Evaluation Responses from Community and Staff Information

The survey responses from community and staff are presented to the board for review and discussion.

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

2.6 Informational Presentation on the Budget

Closed Session and Item 3.0 (Human Resources) have been moved to the end of the agenda after Item 6.5 (Board Member Comments).

4.0 INSTRUCTION

*4.1 Approval of New OTA Agreement – Totally Kids Specialty Healthcare Action
The administration recommends approval of the agreement with Totally Kids Healthcare in Sun Valley, California.

*4.2 Approval of OTA Agreement Renewal – Greco’s World Action
The administration recommends approval of the agreement with Greco’s World in Culver City, California.

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

- *4.3 Approval of Amendment #1 to Speech Language Pathology Assistant Program – New Hope Therapy Center Action
The administration recommends approval of the contract with the New Hope Therapy Center in Garden Grove, California.
- *4.4 Confirmation of Santa Ana College (SAC) Associate Degrees and Certificates Awarded in Summer 2012 Action
The administration recommends confirmation of the list of recipients of the SAC associate degrees and certificates for summer 2012 as presented.
- *4.5 Confirmation of Santiago Canyon College (SCC) Associate Degrees and Certificates Awarded in Summer 2012 Action
The administration recommends confirmation of the list of recipients of the SCC associate degrees and certificates for summer 2012 as presented.
- *4.6 Approval of Santiago Canyon College Community Services Program, Spring 2013 Action
The administration recommends approval of the proposed Community Services program for spring 2013.

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 Quarterly Financial Status Report (CCFS-311Q) for Period ended September 30, 2012 Action
The administration recommends approval of the CCFS-311Q report for the period ending September 30, 2012, as presented.
- 5.3 Quarterly Investment Report as of September 30, 2012 Information
The quarterly investment report as of September 30, 2012, is presented as information.
- *5.4 Approval for Additional Testing Services for Santa Ana College Soccer Field and Road Alignment Action
The administration recommends approval of additional testing services for the SAC soccer field and road alignment from Reliant Testing Engineers as presented.
- *5.5 Approval of Awarding Bid #1180 – Santa Ana College Perimeter Site Improvements Action
The administration recommends approval of awarding Bid #1180 for perimeter site improvements at SAC to Woodcliff Corporation as presented.

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

- *5.6 Adoption of Resolution No. 12-63 – Landscaping for Loop Road Extension at Santiago Canyon College Action
The administration recommends adoption of Resolution No. 12-63 for Tropical Plaza Nursery, Inc., for Bid #1134 for landscaping for the Loop Road Extension at SCC as presented.
- *5.7 Adoption of Resolution No. 12-66 – Earthwork for Athletic/Aquatic Complex at Santiago Canyon College Action
The administration recommends adoption of Resolution No. 12-66 for Southern California Grading, Inc., for Bid #1151 for earthwork for the Athletic/Aquatic complex at SCC as presented.
- *5.8 Adoption of Resolution No. 12-67 – Glass and Glazing for Athletic/Aquatic Complex at Santiago Canyon College Action
The administration recommends adoption of Resolution No. 12-67 for Glazcon Industries for Bid #1143 for glass and glazing for the Athletic/Aquatic complex at SCC as presented.
- *5.9 Approval of Change Order #7 for Bid #1138 – Structural Steel at Athletic/Aquatic Complex at Santiago Canyon College Action
The administration recommends approval of change order #7 for Blazing Industrial Steel, Inc., for Bid #1138 for structural steel for the Athletic/Aquatic complex at SCC as presented.
- *5.10 Approval of Change Order #9 for Bid #1139 – Electricity for Humanities Building at Santiago Canyon College Action
The administration recommends approval of change order #9 for Bid #1139 for Dynalectric for electricity for the Humanities building at SCC as presented.
- *5.11 Approval of Change Order #5 for Bid #1144 – Roofing for Athletic/Aquatic Complex at Santiago Canyon College Action
The administration recommends approval of change order #5 for Bid #1144 for Troyer Contracting Company, Inc., for roofing for the Athletic/Aquatic complex at SCC as presented.
- *5.12 Approval of Change Order #9 for Bid #1146 – Framing and Elevators for Humanities Building at Santiago Canyon College Action
The administration recommends approval of change order #9 for Bid #1146 for Inland Building Construction Company for framing and elevators for the Humanities building at SCC as presented.
- *5.13 Approval of Change Order #1 for Bid #1149 – Equipment and Furnishings for Athletic/Aquatic Complex at Santiago Canyon College Action
The administration recommends approval of change order #1 for Bid #1149 for Herk Edwards, Inc., for equipment and furnishings for the Athletic/Aquatic complex at SCC as presented.

- *5.14 Approval of Additional DSA Inspection Services for Humanities Building and the Athletic/Aquatic Complex at Santiago Canyon College Action
The administration recommends approval of extension of services for TYR I.O.R. to provide DSA mandated inspection services for the Humanities building and Athletic/Aquatic complex at SCC as presented.
- *5.15 Approval for Additional Testing Services for Humanities Building at Santiago Canyon College Action
The administration recommends approval of the additional testing services for the Humanities building at SCC from Reliant Testing Engineers as presented.
- *5.16 Acceptance and Awarding of RFP #1200 – Metropolitan Fiber Wide Area Network Action
The administration recommends acceptance of the RFPs and approval of awarding Freedom Telecommunications, Inc., for RFP #1200 – Metropolitan Fiber Wide Area Network as presented.
- *5.17 Approval of CMAS (California Multiple Award Schedule) Contract #4-01-51-0001D to IDSC Holdings LLC Action
The administration recommends approval of the District’s participation in CMAS Contract #4-01-51-0001 to IDSC Holdings LLC (formerly IDSC Holdings Inc., Snap-on Industrial Division/Snap-on Tools Company) through January 31, 2016, and any future supplements, modifications, renewals, and extensions as presented.
- *5.18 Approval of Surplus Property Action
The administration recommends declaring the list of equipment as surplus property and utilization of The Liquidation Company to conduct an auction as presented.
- *5.19 Approval of Donation of Surplus Items Action
The administration recommends approval of the donations to Orange Unified School District as presented.
- *5.20 Approval of Independent Contractor Action
The administration recommends approval of the following independent contractor: Christine Draa to provide program oversight and coordination for Youth Entrepreneurship Program (YEP) for the statewide Business & Entrepreneurship Center (BEC) program. Dates of service are from November 14, 2012, through October 31, 2013. The fee is estimated at \$40,000 at \$60 per hour.

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

- *5.21 Approval of Independent Contractor Action
The administration recommends approval of the following independent contractor: Muckenthaler & Associates, Inc., to provide professional and technical assistance to the existing Early Head Start (EHS) program for Child Development Services. Dates of service are from September 1, 2012, through December 31, 2012. The fee is estimated at \$15,900 at \$100 per hour.
- *5.22 Approval of Independent Contractor Action
The administration recommends approval of the following independent contractor: Public Health Preventative Care Consulting (PHPC) Inc., to provide professional and technical assistance to the existing Network for a Healthy CA program for Child Development Services. Dates of service are from November 14, 2012, through September 30, 2013. The fee is estimated at \$16,889 at \$65 per hour.
- *5.23 Approval of Purchase Orders Action
The administration recommends approval of the purchase order listing for the period October 7, 2012, through October 27, 2012.

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:
- | | |
|---|-----------|
| - Basic Skills Initiative (SAC & SCC) | \$683,675 |
| - Career Technical Education (CTE) Community Collaborative VI (District) | \$411,350 |
| - Career Technical Education (CTE) Workforce Innovation Partnerships V (District) | \$218,750 |
| - Center for International Trade Development (CITD) State Trade and Export Program (STEP) II (District) | \$ 50,000 |
- *6.2 Approval of New Rancho Santiago Community College District Logo Action
The administration recommends approval of the new RSCCD logo.
- 6.3 Board of Trustees Express Interest in Board Officer Positions Information
The board president shall solicit expressions of interest from board members regarding service as president, vice president, and clerk for 2012-2013.
- 6.4 Reports from Board Committees Information
- Board Facilities Committee
 - Orange County Community Colleges Legislative Task Force

6.5 Board Member Comments

Information

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. Classified Staff
 - d. Student Workers
 - e. Professional Experts
 - f. Administrator Appointments
 - (1) Vice President
2. 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 Organizations: California School Employees Association, Chapter 888
3. Public Employee Discipline/Dismissal/Release (pursuant to Government Code Section 54957[b][1])
4. Conference with Legal Counsel: Anticipated/Potential Litigation (pursuant to Government Code Section 54956.9[b]-[c]) (1 case)

RECONVENE

Issues discussed in Closed Session (Board Clerk)

Public Comment

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3.0 **HUMAN RESOURCES**

3.1 Management/Academic Personnel

Action

- Approval of Employment Agreements
- Approval of Interim to Permanent Assignments
- Approval of Interim Assignments
- Approval of Leaves of Absence

3.1 Management/Academic Personnel – (cont.)

- Approval of Stipends
- Approval of Changes of Assignment
- Approval of Part-time Hourly Hires/Rehires

3.2 Classified Personnel

Action

- Approval of Permanent 2012-2013 CSEA Salary Schedule Reflecting 1% Rate Adjustment Effective July 1, 2012
- Approval of New Appointments
- Approval of Out of Class Assignments
- Approval of Professional Growth Increments
- Approval of Changes in Position
- Approval of Leaves of Absence
- Ratification of Resignations/Retirements
- Approval of Temporary Assignments
- Approval of Additional Hours for On Going Assignments
- Approval of Substitute Assignments
- Approval of Instructional Associates/Associate Assistants
- Approval of Community Service Presenters and Stipends
- Approval of Volunteers
- Approval of Student Assistant Lists

3.3 Approval of Modification to 2012-2013 Employee Calendar

Action

The administration recommends approval of the revised 2012-2013 Employee Calendar.

7.0 ADJOURNMENT - The next regular meeting of the Board of Trustees will be held on December 10, 2012.