

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
Board of Trustees (Regular meeting)
Monday, February 4, 2013
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 January 14, 2013 **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
 - District Planning Process
- 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 Measure Q Campaign
- 2.7 Informational Presentation on Accountability Reporting for the California Community Colleges (ARCC) and Student Success Scorecard
 - Program overview
 - College data

3.0 HUMAN RESOURCES

- 3.1 Management/Academic Personnel Action
 - Approval of Revised Job Descriptions
 - Approval of Appointments
 - Approval of 2012-2013 FARSCCD Beyond Contract Step Increases Effective January 22, 2013
 - Approval of 2012-2013 FARSCCD Part-time Step Increases Effective January 22, 2013
 - Approval of 2012-2013 CEFA Step Increases for Long-term Substitute per E.C. 87481 and 87482
 - Approval of Column Changes
 - Approval of Corrections to 2012-2013 Change of Classification/Location
 - Approval of Leaves of Absence
 - Approval of Stipends
 - Rescission of Stipends
 - Approval of Part-time Hourly Hires/Rehires
 - Approval of Non-paid Intern Services

- 3.2 Classified Personnel Action
 - Approval of Longevity Increments
 - Approval of Professional Growth Increments
 - Approval of Out of Class Assignments

3.2 Classified Personnel – (cont.)

- Approval of Changes in Position
- Approval of Leaves of Absence
- Approval of Changes of Assignments
- Ratification of Resignations/Retirements
- Approval of Temporary 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

3.3 Public Disclosure of Collective Bargaining Agreement between Rancho Santiago Community College District and California School Employees Association (CSEA) Chapter 888 (Child Development Teachers) Action

The administration recommends approval of the collective bargaining agreement with CSEA Chapter 888 for the period of July 1, 2012, through June 30, 2015.

3.4 Presentation of Continuing Education Faculty Association (CEFA) Initial Bargaining Proposal to Rancho Santiago Community College District Action

The administration recommends the board receive the CEFA bargaining proposal and schedule a public hearing for February 19, 2013.

3.5 Rejection of Claim Action

The district's claims administrator recommends the board authorize the chancellor or his designee to reject claim #P949-250696-01 on behalf of the district.

4.0 INSTRUCTION

*4.1 Approval of Nursing Program Agreement – Oasis Senior Center Action

The administration recommends approval of the clinical affiliation agreement renewal with Oasis Senior Center in Corona del Mar, California.

*4.2 Approval of Speech-Language Pathology Assistant (SLPA) Agreement Renewal – Laguna Beach Unified School District Action

The administration recommends approval of the renewal agreement between the SLPA program and the Laguna Beach Unified School District in Laguna Beach, California.

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

*4.3 Approval of Affiliation Agreement Contract with Western Interpreting Network Action

The administration recommends approval of the affiliation agreement with Western Interpreting Network for sign language interpreter services for the period of February 5, 2013, through June 30, 2015.

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 month of December 2012.

*5.3 Adoption of Resolution No. 13-05 – Certifying the Election Regarding the Santa Ana College (SAC) Improvement District No. 1 of the Rancho Santiago Community College District, Measure Q Action

The administration recommends adoption of Resolution No. 13-05 – Certifying the Election regarding the Santa Ana College Improvement District No. 1 of the Rancho Santiago Community College District, Measure Q, as presented.

*5.4 Adoption of Resolution No. 13-06 – Resolution to Establish a Citizens’ Bond Oversight Committee and Approve the Bylaws and Ethics Policy Statement for Measure Q Action

The administration recommends adoption of Resolution No. 13-06 – Resolution to Establish a Citizens’ Bond Oversight Committee and approve the bylaws and ethics policy statement for the Santa Ana College Improvement District No. 1 of the Rancho Santiago Community College District for Measure Q as presented.

*5.5 Approval of Quarterly Financial Status Report (CCFS-311Q) for Period Ended December 31, 2012 Action

The administration recommends approval of the CCFS-311Q for the period ending December 31, 2012, as presented.

5.6 Quarterly Investment Report as of December 31, 2012 Information

The quarterly investment report as of December 31, 2012, is presented as information.

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

- *5.7 Approval of Commercial Lease Agreement between Ontario Chamber of Commerce and Rancho Santiago Community College District and its Center for International Trade Development Action
The administration recommends approval of the lease agreement with the Ontario Chamber of Commerce 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.
- *5.8 Approval of Consulting Agreement with RBF Consulting – Santa Ana College Perimeter Site Improvements Action
The administration recommends approval of the proposal with RBF Consulting to provide Qualified Storm Water Pollution Prevention Plan Services as presented.
- *5.9 Approval of Change Order #4 for Bid #1179 – Soccer Field and Football Facilities at Santa Ana College Action
The administration recommends approval of change order #4 for Bid #1179 for Los Angeles Engineering Inc. for the soccer field and football facilities at SAC as presented.
- *5.10 Approval of De La Torre Commercial Interiors – Santa Ana College County Sheriff’s Regional Training Academy Fire Lane Improvements Action
The administration recommends approval of the proposal with De La Torre Commercial Interiors as submitted.
- *5.11 Adoption of Resolution No. 13-01 – Concrete for Loop Road Extension at Santiago Canyon College (SCC) Action
The administration recommends adoption of Resolution No. 13-01 for Guy Yocom Construction, Inc. for Bid #1136 for concrete for the Loop Road Extension at SCC as presented.
- *5.12 Adoption of Resolution No. 13-02 – Plumbing for Athletic/Aquatic Complex at Santiago Canyon College Action
The administration recommends adoption of Resolution No. 13-02 for Interpipe Construction, Inc. for Bid #1140 for plumbing for the Athletic/Aquatic complex at SCC as presented.
- *5.13 Adoption of Resolution No. 13-03 – Landscaping for Athletic/Aquatic Complex at Santiago Canyon College Action
The administration recommends adoption of Resolution No. 13-03 for Tropical Plaza Nursery, Inc. for Bid #1134 for landscaping for the Athletic/Aquatic complex at SCC as presented.

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

- *5.14 Adoption of Resolution No. 13-04 – Framing and Elevators for Athletic/Aquatic Complex at Santiago Canyon College Action
The administration recommends adoption of Resolution No. 13-04 for Inland Building Construction Company, Inc. for Bid #1146 for framing and elevators for the Athletic/Aquatic complex at SCC as presented.
- *5.15 Approval of Change Order #11 for Bid #1139 – Electricity for Humanities Building at Santiago Canyon College Action
The administration recommends approval of change order #11 for Bid #1139 for Dynalectric for electricity for the Humanities building at SCC as presented.
- *5.16 Approval of Change Order #1 for Bid #1142 - Fire Suppression for Athletic/Aquatic Complex at Santiago Canyon College Action
The administration recommends approval of change order #1 for Bid #1142 for JPI Development Group, Inc. for fire suppression for the Athletic/Aquatic complex at SCC as presented.
- *5.17 Approval of Change Order #1 for Bid #1145 – Casework, Fixtures and Laboratory Equipment for Humanities Building at Santiago Canyon College Action
The administration recommends approval of change order #1 for Bid #1145 for K & Z Cabinets for casework, fixtures and laboratory equipment for the Humanities building at SCC as presented.
- *5.18 Approval of Change Order #12 for Bid #1146 – Framing and Elevators for Humanities Building at Santiago Canyon College Action
The administration recommends approval of change order #12 for Bid #1146 for Inland Building Construction Company for framing and elevators for the Humanities building at SCC as presented.
- *5.19 Approval of Change Order #3 for Bid #1148 – Flooring for Athletic/Aquatic Complex at Santiago Canyon College Action
The administration recommends approval of change order #3 for Bid #1148 for Continental Flooring, Inc. for flooring for the Athletic/Aquatic complex at SCC as presented.
- *5.20 Approval of Change Order #1 for Bid #1191 – Roof for Maintenance & Operations Building at Santiago Canyon College Action
The administration recommends approval of change order #1 for Bid #1191 for Letner Roofing for the roof on the Humanities building at SCC as presented.

- *5.21 Approval of Butte-Glenn Institution Participation Agreement for OpenCCCApply Action
The administration recommends approval of the Butte-Glenn Institution Participation Agreement for the OpenCCCApply system as presented.
- *5.22 Approval of Contract with The Great American Lunch Box Action
The administration recommends approval of the contract and authorization be given to the chancellor or his designee to execute the contract with The Great American Lunch Box to provide services for children enrolled at the Orange Education Center, Child Development Center now housed at Fletcher Elementary School, 515 West Fletcher, Orange, California.
- *5.23 Approval of Bid #1204 – Purchase of DMU 50 Universal DMG 5-Axis Milling Machine Action
The administration recommends acceptance of the bids and approval of Bid #1204 – Purchase of DMU 50 Universal DMG 5-Axis Milling Machine to Ellison Technologies as presented.
- *5.24 Approval of Purchase Orders Action
The administration recommends approval of the purchase order listing for the period December 16, 2012, through January 19, 2013.

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 Statewide Leadership \$50,000
- (District) - *Augmentation*
 - Child Development Training Consortium (SAC/SCC) - \$ 3,600
Augmentation
 - Seeds to Trees – Digital Media Training (District) - -\$ 367
Adjustment
- *6.2 Approval of First Amendment to Sub-award Agreements between RSCCD and The Regents of University of California and Santa Ana Unified School District for Gaining Early Awareness & Readiness for Undergraduate Programs (GEAR UP) 2009 – Year 3 Action
The administration recommends approval of the amendments to the agreements and authorization be given to the Vice Chancellor, Business Operations/Fiscal Services or his designee to sign the amendments on behalf of the district.

- *6.3 Approval of Amendment One to Sub-award Agreement between RSCCD and The Regents of University of California for Gaining Early Awareness & Readiness for Undergraduate Programs (GEAR UP) 2009 – Year 4 Action
The administration recommends approval of the amendment to the agreement and authorization be given to the Vice Chancellor, Business Operations/Fiscal Services or his designee to sign the amendment on behalf of the district.
- *6.4 Approval of Consulting Services Contract – McCallum Group, Inc. Action
The administration recommends approval of the contract for Consulting services with McCallum Group, Inc. as presented.
- 6.5 Reports from Board Committees Information
 - Board Facilities Committee
- 6.6 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) Director
2. Conference with Legal Counsel: Anticipated/Potential Litigation (pursuant to Government Code Section 54956.9[b]-[c]) (1 case)
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 Organizations: California School Employees Association, Chapter 888
Continuing Education Faculty Association
4. Public Employee Discipline/Dismissal/Release (pursuant to Government Code Section 54957[b][1])

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

RECONVENE

Issues discussed in Closed Session (Board Clerk)

Public Comment

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- 7.0 ADJOURNMENT** - The next regular meeting and Board Planning Session of the Board of Trustees will be held on February 19, 2013.