

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
Board of Trustees (Regular meeting)
Monday, June 17, 2013
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 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 Administration of Oath of Allegiance to Luis A. Correa, 2013-2014 Student Trustee

1.4 Approval of Additions or Corrections to Agenda

Action

1.5 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.

1.6 Approval of Minutes – Regular meeting of May 20, 2013

Action

1.7 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.

1.8 Public Hearing – 2013-2014 Tentative Budget

2.0 INFORMATIONAL ITEMS AND ORAL REPORTS

2.1 Report from the Chancellor

- Real property negotiations

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 Five Year Construction Plan, Initial Project Proposals, and Final Project Proposals

2.7 Informational Presentation on 2013-2014 Tentative Budget

3.0 HUMAN RESOURCES

3.1 Management/Academic Personnel

Action

- Approval of Interim 2013-2014 Cabinet Salary Schedule
- Approval of Interim 2013-2014 Management Salary Schedule
- Approval of Interim 2013-2014 Administrative/Academic Supervisory Step Increases
- Approval of Interim 2013-2014 Classified Supervisory/Confidential Step Increases
- Approval of Employee Agreements
- Approval of Appointments
- Approval of Interim to Permanent Assignments
- Approval of Interim Assignments
- Approval of Extension of Interim Assignments
- Approval of Return to Regular Assignments
- Approval of Interim 2013-2014 FARSCCD 175 Day Contract Salary Schedule
- Approval of Interim 2013-2014 FARSCCD 192 Day Contract Salary Schedule
- Approval of Interim 2013-2014 FARSCCD 225 Day Contract Salary Schedule
- Approval of Interim 2013-2014 FARSCCD Credit Summer Salary Schedule
- Approval of Interim 2013-2014 FARSCCD Non-credit Summer Salary Schedule
- Approval of Interim 2013-2014 FARSCCD Part-time/Beyond Contract Salary Schedule
- Approval of Interim 2013-2014 CEFA Part-time Salary Schedule
- Approval of Interim 2013-2014 CSEA 888 Full-time Contract Salary Schedule
- Approval of Interim 2013-2014 CSEA 888 Hourly Contract Salary Schedule
- Approval of Adjusted End Date for 2012-2013 Contract Extension Days

3.1 Management/Academic Personnel – (cont.)

- Approval of CSEA 888 Voluntary Workload Reduction Requests
- Approval of Leaves of Absence
- Approval of Adjusted Dates for Leaves of Absence
- Approval of Stipends
- Approval of Adjusted Effective Dates of Hire
- Approval of Part-time Hourly Column Changes
- 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 2013-2014 CSEA Interim Salary Schedule
- Approval of 2013-2014 Miscellaneous Salary Schedule
- Approval of 2013-2014 CSEA Step Increases
- Approval of Revised Job Descriptions
- Approval of New Appointments
- Approval of Professional Growth Increments
- Approval of Out of Class Assignments
- Approval of Changes in Positions
- Approval of Voluntary Furloughs
- Approval of Leaves of Absence
- Approval of Temporary to Hourly On Going Assignments
- Approval of Correct Salary Placements
- Ratification of Resignations/Retirements
- Approval of 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

3.3 Approval of Employee Calendar 2013-2014

Action

The administration recommends approval of the 2013-2014 Employee Calendar.

3.4 Rejection of Claim

Action

The district's claims administrator recommends the board authorize the chancellor or his designee to reject claim #13-10379 DP on behalf of the district.

- 3.5 Approval of Fringe Benefit Providers for Fiscal Year 2013-2014 Action
The administration recommends approval of the renewal of insurance programs at the negotiated rates and authorization be given to the chancellor or his designee to enter into appropriate agreements with Anthem Blue Cross (PPO/HMO), MetLife Basic Life Insurance, MetLife Voluntary Life Insurance, Anthem Blue Cross Voluntary Vision, AFLAC, MetLife, American Fidelity and United Pet Care for the 2013-2014 fiscal year.
- 3.6 Approval of 2013-2014 Employee Assistance Program Plan Action
The administration recommends the board authorize the services of Health Advocate as the district's Employee Assistance Provider for 2013-2014.

4.0 INSTRUCTION

- *4.1 Approval of Instructional Agreement with SER, Jobs for Progress, Inc. for Basic Skills Training Action
The administration recommends approval of this instructional agreement with SER, Jobs for Progress, Inc. for the 2013-2014 program year.
- *4.2 Approval of Instructional Agreement with SER, Jobs for Progress, Inc. for Vocational Training Action
The administration recommends approval of this instructional agreement with SER, Jobs for Progress, Inc. for the 2013-2014 program year.
- *4.3 Approval of New OTA Agreement – Therapy Specialists Action
The administration recommends approval of the agreement with Therapy Specialists in San Diego, California.
- *4.4 Approval of OTA Agreement Renewal – The Children's Therapy Center Action
The administration recommends approval of the agreement with The Children's Therapy Center in Garden Grove, California.
- *4.5 Approval of Nursing Program and OTA Agreement – Kaiser Action
The administration recommends approval of the clinical affiliation agreement with Kaiser Foundation Hospitals.
- *4.6 Approval of Fire Technology Agreement Renewal – State of California, Department of Parks and Recreation Action
The administration recommends approval of the agreement renewal with the State of California, Department of Parks and Recreation in San Clemente, California.

* Item is included on the Consent Calendar, Item 1.7.

- *4.7 Approval of Affiliation Contract with Quick CAPTION Action
The administration recommends approval of the affiliation agreement with Quick CAPTION for real time captioning services from July 1, 2013, through June 30, 2016.
- *4.8 Approval of Affiliation Contract with CRC Interpreting Services, Inc. Action
The administration recommends approval of the affiliation agreement with CRC Interpreting Services, Inc. for sign language interpreter services from July 1, 2013, to June 30, 2016.
- *4.9 Approval of Amendment to Lease for SAC ARTS Gallery Space at Santora Building, Santa Ana Action
The administration recommends approval of the amendment to the lease agreement for the SAC ARTS gallery space in the Santora Building in Santa Ana.
- *4.10 Approval of California/Nevada Training Trust Master Cost Agreement Action
The administration recommends approval of the Master Cost Agreement with the California/Nevada Training Trust for 2013-2014 as presented.
- *4.11 Approval of Metropolitan Water District of Southern California Master Cost Agreement Action
The administration recommends approval of the Master Cost Agreement with Metropolitan Water District of Southern California for 2013-2014 as presented.
- *4.12 Approval of Orange County Electrical Training Trust Master Cost Agreement Action
The administration recommends approval of the Master Cost Agreement with Orange County Electrical Training Trust for 2013-2014 as presented.
- *4.13 Approval of Southwest Carpenters Training Fund and Southern California Carpentry Joint Apprenticeship and Training Committee Master Cost Agreement Action
The administration recommends approval of the Master Cost Agreement with Southwest Carpenters Training Fund and Southern California Carpentry Joint Apprenticeship and Training Trust for 2013-2014 as presented.
- *4.14 Approval of JTS Services Master Cost Agreement Action
The administration recommends approval of the Master Cost Agreement with JTS Services for 2013-2014 as presented.

- *4.15 Approval of Operating Engineers Training Trust JATC Master Cost Agreement Action

The administration recommends approval of the Master Cost Agreement with the Electrical Training Trust Joint Apprenticeship and Training Committee for 2013-2014 as presented.

- *4.16 Approval of Agreement with The Center Orange County Action

The administration recommends approval of the agreement with The Center Orange County in Santa Ana, California.

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 May 2013.

- *5.3 Approval of 2013-2014 Tentative Budget Action

The administration recommends approval the 2013-2014 proposed Tentative Budget as presented.

- *5.4 Approval of Five Year Construction Plan (2015-2019); Initial Project Proposals for Santa Ana College (SAC) – Library (LRC), Vocational Technology Complex; Santiago Canyon College (SCC) – Student Services Building, and Final Project Proposal for Fine and Performing Arts Complex Replacement at Santa Ana College Action

The administration recommends approval of the Five Year Construction Plan (2015-2019): Initial Project Proposals for Santa Ana College – Library (LRC), Vocational Technology Complex, Santiago Canyon College – Student Services Building, and the Final Project Proposal for the Fine and Performing Arts Complex Replacement at Santa Ana College as presented.

- *5.5 Approval of Architect Services Agreement with Westberg+White - Proposal for RSCCD - District Office Interior Lighting Energy Audit Action

The administration recommends approval of the architect services agreement with Westberg+White for the interior lighting energy audit at RSCCD - District Office for \$21,500 plus reimbursable expenses not to exceed \$1,000 as presented.

- *5.6 Approval of Consulting Services Agreement – Facilities Planning and Consulting Services Action

The administration recommends approval of the consulting services agreement for Facilities Planning & Consulting Services through June 30, 2014, as presented.

* Item is included on the Consent Calendar, Item 1.7.

- *5.7 Approval of Consulting Services Agreement – Facilities Planning and Program Services, Inc. Action
The administration recommends approval of the consulting services agreement for Facilities Planning & Program Services, Inc. for the period of July 1, 2013, through June 30, 2014, as presented.
- *5.8 Approval of Lease – 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.
- *5.9 Adoption of Resolution No. 13-25 – Notice of Intent to Dedicate an Easement and Irrevocable Offer of Dedication to City of Santa Ana Action
The administration recommends adoption of Resolution No. 13-25 which gives Notice of Intent to Grant Easements to the City of Santa Ana and irrevocable offer of dedication to the City of Santa Ana, as presented, and scheduling of a public hearing regarding this resolution for July 22, 2013, as presented.
- *5.10 Approval of Architect Services Agreement with Westberg+White - Phase 2, Central Plant Construction Documentation Services and Campus-wide Infrastructure Replacement Project at Santa Ana College Action
The administration recommends approval of the architect services agreement with Westberg+White for Phase 2, Central Plant Construction Documentation Services and the Campus-wide Infrastructure Replacement Project at SAC as presented.
- *5.11 Approval of Architect Services Agreement with Westberg+White - Proposal for Campus-wide Interior Lighting Energy Audit at Santa Ana College Action
The administration recommends approval of the architect services agreement with Westberg+White for the campus-wide interior lighting energy audit at SAC for \$72,100 plus reimbursable expenses not to exceed \$1,000 as presented.
- *5.12 Approval of Awarding Bid #1197 – Resurfacing of Parking Lots 6 and 8 at Santa Ana College Action
The administration recommends approval of awarding Bid #1197 for resurfacing of parking lots 6 and 8 at SAC to Haitbrink Asphalt Paving, Inc. as presented.
- *5.13 Approval of Change Order #2 for Bid #1180 – Perimeter Site Improvements for Santa Ana College Action
The administration recommends approval of change order #2 for Bid #1180 for WoodCliff Corporation perimeter site improvements at SAC as presented.

* Item is included on the Consent Calendar, Item 1.7.

- *5.14 Approval of Architect Services Agreement with Westberg+White - Proposal for Campus-wide Interior Lighting Energy Audit at Santiago Canyon College Action
The administration recommends approval of the architect services agreement with Westberg+White for the campus-wide interior lighting energy audit at SCC for \$63,600 plus reimbursable expenses not to exceed \$1,000 as presented.
- *5.15 Approval of Awarding Bid #1211 – Resurfacing of Parking Lots 2, 3, 4, and 5 at Santiago Canyon College Action
The administration recommends approval of awarding Bid #1211 for resurfacing of parking lots 2, 3, 4, and 5 at SCC to Bostick Company, Inc. as presented.
- *5.16 Approval of Notice of Completion for Bid #1134 – Landscaping for Loop Road Extension at Santiago Canyon College Action
The administration recommends approval of the Notice of Completion for landscaping for the Loop Road Extension at SCC as presented.
- *5.17 Approval of Notice of Completion for Bid #1138 – Steel and Metals for Loop Road Extension at Santiago Canyon College Action
The administration recommends approval of the Notice of Completion for steel and metals for the Loop Road Extension at SCC as presented.
- *5.18 Approval of Notice of Completion for Bid #1140 – Plumbing for Athletic/Aquatic Complex at Santiago Canyon College Action
The administration recommends approval of the Notice of Completion for plumbing for the Athletic/Aquatic complex at SCC as presented.
- *5.19 Approval of Notice of Completion for Bid #1150 – Pool for Athletic/Aquatic Complex at Santiago Canyon College Action
The administration recommends approval of the Notice of Completion for the construction of the pool for the Athletic/Aquatic complex at SCC as presented.
- *5.20 Approval of Sub-Agreements between RSCCD and Opportunity Development Enterprises, LLC Action
The administration recommends approval of the grant 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.
- *5.21 Approval of 2013-2014 Contract Listing Action
The administration recommends approval of the 2013-2014 contract listing as presented.

* Item is included on the Consent Calendar, Item 1.7.

- *5.22 Approval of Bid #1209 – Janitorial Services – District Office and Digital Media Center Action
The administration recommends acceptance and approval of awarding Bid #1209 to Pacific Building Care, Inc., dba Commercial Cleaning Systems for janitorial services including renewals as presented.
- *5.23 Approval of CMAS Contract #4-01-56-0006A to The Garland Company, Inc. Action
The administration recommends approval of the district’s participation in CMAS contract #4-01-56-0006A including renewals, extensions and supplements awarded to The Garland Company, Inc. as presented.
- *5.24 Approval of Purchase Orders Action
The administration recommends approval of the purchase order listing for the period May 5, 2013, through May 29, 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:
- Child Development Training Consortium (SAC/SCC) - \$ 3,750
Augmentation
 - Cooperative Agencies Resources for Education (CARE) (SCC) – *Augmentation* \$ 2,000
 - Disabled Students Programs & Services (DSPS) (SCC) - \$ 2,662
Augmentation
 - Extended Opportunity Programs & Services (EOPS) (SCC) – *Augmentation* \$ 1,393
 - Kaleidoscope Project II (SAC) \$ 14,000
 - NOCCCD – Digital Media Support Grant (SAC) \$ 2,500
 - SBA/CSUF - SBDC 2012 One-Time Funds (District) \$ 14,982
 - SBA/CSUF Jobs Act CITD (District) – *Adjustment* -\$ 80,000
 - SBA/CSUF Jobs Act SBDC (District) - *Augmentation* \$ 80,000
 - Career and Technical Education Act (CTEA) Transitions \$ 88,050
 - Information Communications Technology (ICT)/Digital Media Sector Navigator (District) \$372,500
 - Job Development, Training, and Placement Program for the Disabled – Workability III (SAC) – Year 2 \$379,125
 - Los Angeles/Orange County Regional Consortium (SCC) \$370,000

* Item is included on the Consent Calendar, Item 1.7.

- 6.2 Reports from Board Committees
- Board Facilities Committee

- 6.3 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. Educational Administrator Appointments
 - (1) Dean
 - (2) Director
2. Liability Claim (pursuant to Government Code Section 54956.95)
 - a. 13-10379 DP
3. Conference with Legal Counsel: Anticipated/Potential Litigation (pursuant to Government Code Section 54956.9[b]-[c]) (2 cases)
4. 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: Faculty Association of Rancho Santiago Community College District
California School Employees Association, Chapter 579
5. Public Employee Discipline/Dismissal/Release (pursuant to Government Code Section 54957[b][1])
6. Conference with Real Property Negotiators (pursuant to Government Code Section 54956.8)
Agency Negotiator: Dr. Raúl Rodríguez, Chancellor
Property Address: 1609-1631 North Bristol Street, Santa Ana, California
1240 West 17th Street, Santa Ana, California
1612 Louise Street, Santa Ana, California
Negotiating Parties: Danforth Holdings, LLC
Under Negotiation: Price and Terms of Payments
7. Conference with Labor Negotiator (pursuant to Government Code Section 54957.6)
Agency Negotiator: Dr. Raúl Rodríguez, Chancellor
Union Organizations: Los Angeles-Orange County Building and Construction Trades Council
Craft Unions
Carpenters Union

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.

7.0 ADJOURNMENT - The next regular meeting of the Board of Trustees will be held on July 22, 2013.