

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT (RSCCD)**  
**Board of Trustees (Regular meeting)**  
**Monday, March 28, 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**

**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. Student Suspensions from Program (pursuant to Education Code 72122)  
Student I.D. #1481481  
Student I.D. #1062275

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.

1.4 Public Comment (contd.)

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 March 14, 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 Presentation on Participating Effectively in District and College Governance

1.8 Presentation on Changes in Rules to Board of Governor's Fee Waiver

**2.0 INFORMATIONAL ITEMS AND ORAL REPORTS**

2.1 Report from the Chancellor

2.2 Reports from College President

- Enrollment
- Facilities
- College activities
- Upcoming events

2.3 Report from Student Trustee

2.4 Reports from Student Presidents

- Student activities

2.5 Report from Classified Representative

2.6 Reports from Academic Senate Presidents

- Senate meetings

2.7 Reports from Board Committee Chairpersons

- Board Facilities Committee
- Board Safety & Security Committee

**3.0 INSTRUCTION**

3.1 Approval of Amended Apprenticeship Cost Agreements Action

The administration recommends approval of the amended apprenticeship cost agreements listed below for 2015-2016 as presented:

- JTS Services
- California/Nevada Training Trust
- Metropolitan Water District of Southern California
- Orange County Electrical Training Trust

- 3.1 Approval of Amended Apprenticeship Cost Agreements (contd.)
- Operating Engineers Training Trust Joint Apprenticeship and Training Committee
  - Southern California Surveyors
  - Southwest Carpenters Training Fund

#### **4.0 BUSINESS OPERATIONS/FISCAL SERVICES**

- \*4.1 Approval of Payment of Bills Action  
The administration recommends payment of bills as submitted.
- \*4.2 Approval of Budget Increases/Decreases and Budget Transfers Action  
The administration recommends approval of budget increases, decreases and transfers from February 27, 2016 to March 13, 2016.
- \*4.3 Approval of 2016-2017 Tentative Budget Assumptions Action  
The administration recommends approval of the 2016-2017 Tentative Budget Assumptions as presented.
- \*4.4 Approval of Lease Agreement Renewal with MyGuard Systems Action  
The administration recommends approval of the renewal of the lease agreement with MyGuard Systems 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.
- \*4.5 Ratification of Award of Bid #1279 for Buildings I & Z LED (Light-Emitting Diode) Lighting Conversion at Santa Ana College (SAC) Action  
The administration recommends ratification of the award of Bid #1279 for Buildings I & Z LED lighting conversion at SAC as presented.
- \*4.6 Acceptance of the Completion of LED Lighting Conversion Project at Digital Media Center (DMC) and Orange County Sheriff's Regional Training Academy Resolution No. 15-18 and Approval of Recording of Notice of Completion Action  
The administration recommends acceptance of the project as complete and approval of the filing of a Notice of Completion with the County as presented.
- \*4.7 Approval of Agreement with PENCO Engineering, Inc. for Land Surveying Consulting Services for Santiago Canyon College (SCC) Action  
The administration recommends approval of the agreement with PENCO Engineering, Inc. for land surveying consulting services for SCC as presented.

- \*4.8 Approval of Agreement with Optiv for Perimeter Penetration Test Action  
The administration recommends approval of the agreement with Optiv for a perimeter penetration test as presented.
- \*4.9 Approval of Purchase Orders Action  
The administration recommends approval of the purchase order listing for the period January 31, 2016, through March 12, 2016.

## **5.0 GENERAL**

- \*5.1 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:
- Basic Skills Initiative (SAC) - *Adjustment* -\$4,985
  - Basic Skills Initiative (SCC) – *Adjustment* -\$1,713
  - Workforce Investment Act Title I – Youth Grant/Seeds \$6,700  
to Trees – Career Academy Scholars Program (CASP) (SAC)
- \*5.2 Approval of Sub-Agreement between RSCCD and Orange County Superintendent of Schools for Assembly Bill (AB) 104 Adult Education Block 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.
- 5.3 Discussion of Forming a Board Communications Ad Hoc Committee Information  
Board President Claudia Alvarez asks board members to discuss the forming of a Board Communications Ad Hoc Committee.
- 5.4 Adoption of Board Policy (BP) Action  
The Board Policy Committee recommends the board take action and adopt a gift ban policy for board members and certain employees.
- 5.5 Board Member Comments Information

## **RECESS TO CLOSED SESSION**

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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

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

1. Public Employment (pursuant to Government Code Section 54957[b][1]) (contd.)
  - c. Classified Staff
  - d. Student Workers
  - e. Educational Administrator Appointments
    - (1) Associate Dean
    - (2) Director

2. Conference with Legal Counsel: Existing Litigation (pursuant to Government Code Section 54956.9[a])

*John P. Johns v. Raúl Rodríguez Case No. 30-2016-00839159-CL-DF-CJC (Superior Court- County of Orange)*

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: Faculty Association of Rancho Santiago Community College District  
California School Employees Association, Chapter 579  
California School Employees Association, Chapter 888  
Non-represented Employees

4. 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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## **6.0 HUMAN RESOURCES**

### **6.1 Management/Academic Personnel**

### **Action**

- Approval of Revised Job Descriptions
- Approval of Appointments
- Approval of Interim Assignments
- Approval of 2016-2017 Institutional Tenure Review Recommendations
- Approval of CalSTRS Reduced Workload Program (RWP) Participation Agreement

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

- 6.1 Management/Academic Personnel (contd.) Action
- Approval of Adjustments of Beyond Contract/Overload Stipends
  - Approval of Beyond Contract/Overload Stipends
  - Approval of Part-time New Hires/Rehires
  - Approval of Non-paid Instructors of Record

- 6.2 Classified Personnel Action
- Approval of Revised Job Descriptions
  - Approval of Hourly Ongoing to Contract Assignments
  - Approval of Changes in Position
  - Ratification of Resignations/Retirements
  - Approval of New Appointments
  - Approval of Temporary to Hourly Ongoing Assignments
  - 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 Volunteers
  - Approval of Student Assistant Lists

- 6.3 Authorization for Board Travel/Conferences Action
- It is recommended that the board authorize the submitted conference and travel by board members.

- 6.4 Adoption of Resolution No. 16-07 authorizing payment to Trustee Absent from Board Meetings Action
- This resolution requests authorization of payment to Raquel Manriquez for her absence from the March 14, 2016, board meeting due to a death in the family.

- 6.5 Adoption of Resolution No. 16-08 authorizing payment to Trustee Absent from Board Meetings Action
- This resolution requests authorization of payment to Jose Solorio for his absence from the March 22, 2016, board meeting due to being out of town on professional business.

- 7.0 ADJOURNMENT - The next regular meeting of the Board of Trustees will be held on April 11, 2016.