

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT (RSCCD)**  
**Board of Trustees (Regular meeting)**  
**Monday, November 14, 2016**  
**2323 North Broadway, #107**  
**Santa Ana, CA 92706**

**This meeting will include a teleconference location:**  
**Central Plaza Hotel Lobby, Central 1, Zurich, Switzerland 8001**

**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 Administration of Oath of Allegiance to Esther Chian, 2016-2017 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 October 24, 2016

**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 Recognition of Steve Bautista as Orange County Teacher of the Year for Community Colleges
- 1.9 Recognition of *el Don* Student Newspaper Award Recipients
- 1.10 Presentation by MUFG Union Bank to Orange County Small Business Development Center (SBDC)
- 1.11 Public Hearing – Adopt certain findings prerequisite to award of energy service contract under Government Code Sections 4217.10 – 4217.18 for the Energy Management Systems Upgrade Project at Santa Ana College (SAC), Digital Media Center (DMC), and Santa Ana College Orange County Sheriff’s Regional Training Academy.

### **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
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: Ms. Judy Chitlik, Interim Vice Chancellor of Human Resources  
Employee Organizations: Faculty Association of Rancho Santiago Community College District (FARSCCD)  
California School Employees Association (CSEA), Chapter 579
4. Public Employee Discipline/Dismissal/Release (pursuant to Government Code Section 54957[b][1])
5. Student Expulsion (pursuant to Education Code 72122)  
Student I.D. #2001054

### **RECONVENE**

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

### Public Comment

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**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.

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## **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 Report from Classified Representative

### 2.6 Reports from Academic Senate Presidents

- Senate meetings

### 2.7 Reports from Board Committee Chairpersons

- Orange County Community Colleges Legislative Task Force

## **3.0 INSTRUCTION**

### \*3.1 Approval of New Occupational Therapy Assistant (OTA) Agreement - Providence Group, Inc. Action

The administration recommends approval of the new OTA agreement with Providence Group, Inc. in Farmington, Utah.

### \*3.2 Approval of Speech-Language Pathology Assistant Agreement Renewal - Care Meridian, DBA Winways Action

The administration recommends approval of the Speech-Language Pathology Assistant agreement renewal with Care Meridian, DBA Winways in Orange, California.

### \*3.3 Confirmation of Santa Ana College Associate Degrees and Certificates for Summer 2016 Action

The administration recommends confirmation of the list of recipients of the SAC associate degrees and certificates for Summer 2016 as presented.

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

- \*3.4 Confirmation of Santiago Canyon College (SCC) Associate Degrees and Certificates for Summer 2016 Action  
The administration recommends confirmation of the list of recipients of the SCC associate degrees and certificates for Summer 2016 as presented.
- \*3.5 Approval of Santa Ana College Community Services Program for Spring 2017 Action  
The administration recommends approval of the proposed SAC Community Services program for Spring 2017.
- \*3.6 Approval of Santiago Canyon College Community Services Program for Spring 2017 Action  
The administration recommends approval of the proposed SCC Community Services program for Spring 2017.

#### **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 October 10-30, 2016.
- \*4.3 Approval of Quarterly Financial Status Report (CCFS-311Q) for Period Ended September 30, 2016. Action  
The administration recommends approval of the CCFS-311Q for the quarter ended September 30, 2016, as presented.
- 4.4 Quarterly Investment Report as of September 30, 2016 Information  
The quarterly investment report as of September 30, 2016, is presented as information.
- \*4.5 Acceptance of 2015-2016 **Measure E** Citizens' Bond Oversight Committee Annual Report to the Community Action  
The administration recommends acceptance of the **Measure E** Citizens' Bond Oversight Committee Annual Report the Community for 2015-2016 as presented.
- \*4.6 Acceptance of 2015-2016 **Measure Q** Citizens' Bond Oversight Committee Annual Report to the Community Action  
The administration recommends acceptance of the **Measure Q** Citizens' Bond Oversight Committee Annual Report the Community for 2015-2016 as presented.

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

- \*4.7 Approval of Lease Agreement with Septium Action  
The administration recommends approval of the lease agreement with Septium 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.
- 4.8 Adoption of Resolution No. 16-27 – Agreement for Energy Conservation Services with Climatech, LLC for Energy Management Systems Upgrade at Santa Ana College, Digital Media Center, and Santa Ana College Orange County Sheriff’s Regional Training Academy Action  
The administration recommends adoption of Resolution No. 16-27 Agreement for energy conservation services with Climatec LLC for the energy management system upgrades at SAC, DMC, and SAC Orange County Sheriff’s Regional Training Academy as presented.
- \*4.9 Approval of Agreement with 3QC, Inc. for Commissioning Consulting Services for Energy Management Systems Upgrade Project at Santa Ana College, Digital Media Center, and Santa Ana College Orange County Sheriff’s Regional Training Academy Action  
The administration recommends approval of the agreement with 3QC, Inc. for commissioning consulting services for the energy management systems upgrade project at SAC, DMC, and SAC Orange County Sheriff’s Regional Training Academy as presented.
- \*4.10 Approval of Amendment #3 to Agreement with Terracon Consultants, Inc. for Phase II Environmental, Geohazard and Geotechnical Inspection Services for Science Center Project at Santa Ana College Action  
The administration recommends approval of the amendment with Terracon Consultants, Inc. for Phase II environmental, geohazard and geotechnical inspection services for the Science Center project at SAC as presented.
- \*4.11 Award of Bid #1308 for Buildings A & B Soffit Repairs and Child Development Center (CDC) Post Repairs at Santiago Canyon College Action  
The administration recommends approval of awarding Bid #1308 to Newbuild Construction and Restoration, Inc. for Buildings A & B soffit repairs and CDC post repairs at SCC as presented.
- \*4.12 Approval of Surplus Property Action  
The administration recommends approval of declaring the list of equipment as surplus property and utilizing The Liquidation Company to conduct an auction as presented.

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

- \*4.13 Approval of Donation of Surplus Items Action  
The administration recommends approval of the donations to Garden Grove Unified School District and Orange Unified School District as presented.
- \*4.14 Approval of Foundation for California Community Colleges Furniture and Fixtures Applications Request for Proposal (RFP) #13-002 (Consisting of Multiple Contracts) Action  
The administration recommends approval of the district's use of the Foundation for California Community Colleges RFP #13-002 (consisting of multiple contracts) including any future renewals and extensions for furniture and fixtures applications to Haworth, Krueger International (KI), Steelcase, Worden and others as presented.
- \*4.15 Award of Bid #1303 – Purchase of Bond Paper Action  
The administration recommends acceptance of the bid and approval of awarding Item #1 for Bid #1303 – Purchase of Bond Paper to Veritiv Operating Company as presented.
- \*4.16 Approval of Independent Contractor Action  
The administration recommends approval of the following independent contractor: Christi Hill to provide training for the Career Technical Education (CTE) Data Unlocked Initiative to include support to facilitate capacity development and project implementation related to initiative for East Los Angeles (LA) College, Golden West College, Los Angeles Mission College, LA Southwest College, and LA Valley College. Dates of service are November 15, 2016, through June 30, 2017. The fee is estimated at \$17,400.
- \*4.17 Approval of Purchase Orders Action  
The administration recommends approval of the purchase order listing for the period October 7-27, 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:
- CalWORKs/Work Study/TANF (SAC/SCC) \$ 667,672
  - Child Care Access Means Parents in School (CCAMPIS) - \$ 132,827  
Year 4 (District)
  - Cooperative Agencies Resources for Education (CARE) \$ 127,765  
(SAC& SCC)

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

- \*5.1 Approval of Resource Development Items (contd.)
  - Extended Opportunity Programs & Services (EOPS) (SAC & SCC) \$2,062,459
  - National Science Foundation Improving Undergraduates Science, Technology, Engineering, and Mathematics (STEM) Education (I-USE) Project – Year 3 (SAC) \$ 74,474
  - Workforce Innovation and Opportunity Act, Title II – Adult Education and Family Literacy Act (SAC & SCC) \$3,223,393
  
- \*5.2 Approval of Sub-Agreement between RSCCD and American Institutes for Research 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 Approval of Sub-Agreements between RSCCD and Antelope Valley Los Angeles and Victor Valley Community College Districts for Career Technical Education Data Unlocked Grant Action

The administration recommends approval of the sub-agreements and authorization be given to the Vice Chancellor, Business Operations/Fiscal Services or his designee to sign and enter into related contractual agreements on behalf of the district.
  
- \*5.4 Approval of Fourth Amendment to Sub-Agreement between RSCCD and Orange Unified School District for California Career Pathways Trust Grant – Year 3 Action

The administration recommends approval of the amendment to 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.
  
- \*5.5 Approval of Sub-Agreement between RSCCD and The McNellis Corporation for Career Technical Education Enhancement Fund (CTE EF) 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.
  
- 5.6 Discussion and Action Relating to Change of Date for Board of Trustees Meeting in December 2016 Due to November 2016 Election Results Action

It is recommended that the board discuss whether to reschedule the December 5, 2016, board meeting to December 12, 2016, due to the possibility of the Orange County Registrar of Voters office not being able to certify the November 8, 2016, election results until December 8, 2016.

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

5.7 Board of Trustee 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 2016-2017, as well as any committee assignments.

5.8 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.

5.9 Board Member Comments Information

## 6.0 HUMAN RESOURCES

6.1 Management/Academic Personnel Action

- Approval of Revised Job Descriptions
- Approval of Appointments
- Approval of Leaves of Absence
- Approval of Final Salary Placements
- Approval of Changes to Contract Workload/Percentage
- Approval of Contract Stipends
- Approval of Beyond Contract/Overload Stipends
- Approval of Part-time Hourly New Hires/Rehires
- Approval of Non-paid Interns

6.2 Classified Personnel Action

- Approval of New Appointments
- Approval of Hourly Ongoing to Contract Assignments
- Approval of Temporary to Contract Assignments
- Approval of Professional Growth Increments
- Approval of Out of Class Assignments
- Approval of Return to Regular Assignments
- Approval of Changes in Salary Placements
- Approval of Leaves of Absence
- Ratification of Resignations/Retirements
- Approval of Temporary to Hourly Ongoing Assignments
- Approval of Changes in Salary Placement
- Approval of 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 Community Service Presenters and Stipends
- Approval of Volunteers
- Approval of Student Assistant Lists



- 6.3 Presentation of Child Development Centers – California School Employees Association (CSEA) Chapter 888 Initial Proposal to Rancho Santiago Community College District Action  
The administration recommends the board receive the initial proposal and schedule a public hearing for the next regularly scheduled board meeting.
- 6.4 Approval of Credit Instructional Calendar for 2017-2018 Action  
The administration recommends approval of the 2017-2018 Credit Instructional Calendar.
- 6.5 Approval of Fringe Benefit Providers for Calendar Year 2017 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 the appropriate agreements for the period of January 1, 2017, through December 31, 2017.
- 6.6 Approval of Agreement with Nicole Miller & Associates Action  
It is recommended that the board authorize the chancellor or his designee to execute an agreement with Nicole Miller & Associates.
- 6.7 Approval of Agreement for Educational Services and Scholarships between Rancho Santiago Community College District and National University Action  
The administration recommends approval of the agreement with National University as presented.
- 6.8 Authorization for Board Travel/Conferences Action  
It is recommended that the board authorize the submitted conference and travel by a board member.

7.0 **ADJOURNMENT** - The next regular meeting of the Board of Trustees will be held on December 5, 2016.