

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT (RSCCD)
Board of Trustees (Regular meeting)
Monday, July 16, 2018
2323 North Broadway, #107
Santa Ana, CA 92706

This meeting will include a teleconference location:
25120 Pacific Highway South, Second Floor Large Conference Room, Kent, Washington

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.

Santa Ana College inspires, transforms, and empowers a diverse community of learners.

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 the following to our diverse community: courses, certificates, and degrees that are accessible, applicable, and engaging.

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.

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1.5 Approval of Minutes – Regular meeting of June 25, 2018 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 Student Trustee
- 2.2 Reports from Student Presidents
 - Student activities
- 2.3 Report from Classified Representative
- 2.4 Reports from Academic Senate Presidents
 - Senate meetings
- 2.5 Reports from College Presidents
 - Enrollment
 - Facilities
 - College activities
 - Upcoming events
- 2.6 Report from the Chancellor
- 2.7 Presentation on Retiree Health Benefits Liabilities - Geoffrey L. Kischuk, Actuary from Total Compensation Systems, Inc.
- 2.8 Reports from Board Committee Chairpersons
 - Board Facilities Committee

3.0 INSTRUCTION

- *3.1 Approval of Standard Professional Services Agreement Renewal with City of Burbank Action

The administration recommends approval of the standard professional services agreement renewal with the City of Burbank in California as presented.
- *3.2 Approval of Proposed Revisions for 2019-2020 Santa Ana College (SAC) Catalog Action

The administration recommends approval of the proposed revisions for the 2019-2020 SAC catalog.
- *3.3 Approval of Santa Ana College Community Services Program for Fall 2018 Action

The administration recommends review and approval of the proposed SAC Community Services program for Fall 2018.
- *3.4 Approval of Santiago Canyon College (SCC) Community Services Program for Fall 2018 Action

The administration recommends approval of the proposed SCC Community Services program for Fall 2018.

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

- *3.5 Approval of Agreement with Orange County Transportation Authority (OCTA) and Santiago Canyon College for Bus Pass Pilot Program Action
The administration recommends approval of the agreement with OCTA and SCC for a bus pass pilot program for the 2018-2019, 2019-2020, and 2020-2021 academic years as presented.
- *3.6 Approval of Memorandum of Understanding (MOU) between University of Redlands and Santiago Canyon College Action
The administration recommends approval of the MOU between University of Redlands and SCC.

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 June 13, 2018, through June 30, 2018.
- *4.3 Approval of 2018-2019 Proposed Adopted Budget Assumptions Action
The administration recommends approval of the Adopted Budget Assumptions for the 2018-2019 fiscal year as presented.
- *4.4 Approval of Consulting Services of Cooperative Strategies, LLC Action
The administration recommends approval of the redevelopment consulting services of Cooperative Strategies, LLC as presented.
- 4.5 Adoption of Resolution No. 18-16 for Separate Bank and Investment Accounts Action
The administration recommends adoption of Resolution No. 18-16 for separate bank and investment accounts as presented.
- *4.6 Approval of Agreement with HL Construction Management for On-Call Cost Estimating Consulting Services for Various Projects District-Wide Action
The administration recommends approval of the agreement with HL Construction Management for on-call cost estimating consulting services for various projects district-wide as presented.
- *4.7 Approval of Agreement with SVA Architects, Inc. for On-Call Architectural Design Services for Various Facility Improvement Projects District-Wide Action
The administration recommends approval of the agreement with SVA Architects, Inc. for on-call architectural design services for various facility improvement projects district-wide as presented.

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

- *4.8 Ratification of Award of Bid #1349 for Mailroom at District Operations Center Action
The administration recommends ratification of the award of Bid #1349 for a mailroom at the District Operations Center as presented.
- *4.9 Approval of Agreement with Dr. Eric Gruver Action
The administration recommends approval of the agreement with Dr. Eric Gruver and RSCCD as presented.
- *4.10 Approval of Amendment to Agreement with Tropical Plaza Nursery, Inc. Action
The administration recommends approval of the amendment to the agreement with Tropical Plaza Nursery, Inc. as presented.
- *4.11 Approval of Vendor Name Change Action
The administration recommends approval of the vendor Sage Data Security, LLC name change to Tyler Technologies, Inc. as presented.
- *4.12 Approval of Independent Contractor Action
The administration recommends approval of the following independent contractor: PGINET Consulting to develop an online instructor availability form through WebAdvisor, integrate text and email mass notification messaging into a substitute assignment system, develop a student mass notification messaging system, develop access to student educational plans through WebAdvisor, and develop reports and provide technical assistance. Dates of service are July 17, 2018, through December 31, 2018. The fee is not to exceed \$28,025.
- *4.13 Approval of Purchase Orders Action
The administration recommends approval of the purchase order listing for the period May 27, 2018, through June 23, 2018.

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:
- Strong Workforce Program – Local Share (SAC & SCC) \$3,577,617
 - College Assistance Migrant Program (CAMP) – Year 2 (SCC) \$ 425,000
 - Data Science Tools Fiscal Agent (District Office) \$3,500,000
 - Math, Engineering and Science Achievement (MESA) Program (SAC) \$ 74,515

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

- *5.2 Approval of Sub-Agreements between RSCCD and Educational Results Partnership, The Research and Planning (RP) Group, and WestEd for Data Science Tools 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.
- *5.3 Approval of First Amendments to Sub-Agreements between RSCCD and Kern, Los Rios, Sequoias, Yosemite and West Hills Community College Districts for Career Technical Education (CTE) Data Unlocked Initiative Action
The administration recommends approval of the first amendments to 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 Collaboration Agreement with Families Together of Orange County regarding Virtual Dental Home System Action
The administration recommends approval of the collaboration 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 Lease Agreement between RSCCD and Economic Development Corporation of Los Angeles Action
The administration recommends approval of the agreement and authorization be given to the Vice Chancellor, Business Operations/Fiscal Services or his designee to sign and enter into a related agreement on behalf of the district.
- *5.6 Approval of Agreement between RSCCD and Economic Development Corporation of Los Angeles Action
The administration recommends approval of the agreement and authorization be given to the Vice Chancellor, Business Operations/Fiscal Services or his designee to sign and enter into a related agreement on behalf of the district.
- *5.7 Authorization of Signatures Action
It is recommended that the board approve the revised list of authorized signatures.
- 5.8 Board Member Comments Information

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

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) Director
 - g. Other Educational and Classified Administrators
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: Melanie L. Chaney, J.D., Partner, Liebert Cassidy Whitmore
Tracie Green, Vice Chancellor, Human Resources
Employee Organizations: Faculty Association of Rancho Santiago Community College District (FARSCCD)
California School Employees Association (CSEA), Chapter 579
California School Employees Association, Chapter 888
Continuing Education Faculty Association (CEFA)

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 Appointments
- Approval of Changes of Position
- Approval of Interim Assignments
- Ratification of Resignations/Retirements
- Approval of Leaves of Absence

6.1 Management/Academic Personnel (cont.)

- Approval of Step Increases
- Approval of Adjusted Ratifications of Resignation/Retirement
- Approval of 2017-2018 Additional Contract Extension Days
- Approval of 2017-2018 Contract Extension Days
- Approval of 2018-2019 Contract Extension Days
- Approval of Adjusted Column Placements
- Approval of Part-time Hourly New Hires/Rehires
- Approval of Non-paid Instructors of Record
- Approval of Non-paid Intern Services

6.2 Classified Personnel

Action

- Approval of Revised Job Descriptions
- 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 Changes in Position/Location
- Approval of Leaves of Absence
- Approval of Voluntary Furloughs
- Approval of Temporary Assignments
- Approval of Additional Hours for Ongoing 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 a board member.

6.4 Adoption of Resolution No. 18-15 authorizing payment to Trustee Absent from Board Meetings

Action

This resolution requests authorization of payment to Nelida Mendoza for her absence from the June 25, 2018, board meeting due to illness.

7.0 **ADJOURNMENT** - The next regular meeting of the Board of Trustees will be held on August 13, 2018.