

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
Board of Trustees (Regular meeting)
Monday, December 9, 2019
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.

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.

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 November 18, 2019

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 of District Annual Financial Audit

- 1.8 Public Hearing - Child Development Centers – California School Employees Association (CSEA) Chapter 888 Initial Bargaining Proposal to Rancho Santiago Community College District Action

2.0 **BOARD ORGANIZATION**

2.1 Annual Board Organization Action

Board Policy 2305 (attached) requires that the board take specific actions at its annual organizational meeting:

-Election of Board Officers (President, Vice President, and Clerk) for the 2019-20 year

-Designation of secretary and assistant secretary

-The President of the Board shall appoint members and chairs to following board committees:

- Communications Committee
- Facilities Committee
- Fiscal and Audit Review Committee
- Legislative Committee
- Policy Committee
- Safety & Security Committee

-The President of the Board shall appoint representatives to the the following organizations:

- RSCCD Foundation
- Orange County Community College Legislative Task Force
- Orange County School Boards Association
- Nominating Committee on School District Organization

-Adoption of schedule of meeting dates for 2020 (attached)

-Reaffirmation of Board Policy 2200 – Board Duties and Responsibilities (attached)

-Reaffirmation of Board Policy 2715 – Code of Ethics/Standards of Practice (attached)

-Reaffirmation of Board Policy 2735 – Board Member Travel (attached)

-Reaffirmation of Board Policy 6320 - Investments (attached)

-Designation of specific days, weeks or months of observance, which relate to the educational mission of the district (attached)

3.0 **INFORMATIONAL ITEMS AND ORAL REPORTS**

3.1 Report from the Chancellor

3.2 Reports from College Presidents

3.3 Report from Student Trustee

3.4 Reports from Student Presidents

3.5 Report from Classified Representative

3.6 Reports from Academic Senate Presidents

3.7 Reports from Board Committee Chairpersons and Representatives of the Board

- Board Facilities Committee
- Board Fiscal/Audit Committee
- Board Policy Committee

4.0 INSTRUCTION

- *4.1 Approval of Sponsorship Agreement with Bottling Group, LLC and its Affiliates and/or Respective Subsidiaries Collectively Comprising Pepsi Beverages Company (“Pepsi”) Action
The administration recommends approval of the sponsorship agreement with Bottling Group, LLC and its affiliates and/or respective subsidiaries collectively comprising Pepsi Beverages Company (“Pepsi”) located in Aliso Viejo, California, as presented.
- *4.2 Approval of First Amendment to Rancho Santiago Community College District Professional Service Agreement with LeeAnn Stone Action
The administration recommends approval of the first amendment to the RSCCD professional services agreement with LeeAnn Stone located in Santa Ana, California, as presented.
- *4.3 Approval of Proposed Revisions for 2020-2021 Santa Ana College Catalog Action
The administration recommends approval of the proposed revisions for the 2020-2021 SAC catalog.
- *4.4 Approval of RSCCD Technology Services Agreement with Hobsons for Starfish Enterprise Success Platform for Santa Ana College (SAC) Action
The administration recommends approval of the RSCCD technology services agreement with Hobsons for the Starfish Enterprise Success Platform for SAC as presented.
- *4.5 Acceptance of Sabbatical Leave Return Report from Professor Elliott Jones Action
The administration recommends acceptance of the sabbatical leave return report from Professor Elliott Jones, as provided.
- *4.6 Acceptance of Sabbatical Leave Return Report from Professor Javier Galvan Action
The administration recommends acceptance of the sabbatical leave return report from Professor Javier Galvan, as provided.

5.0 BUSINESS OPERATIONS/FISCAL SERVICES

- *5.1 Approval of Payment of Bills Action
The administration recommends payment of bills as submitted.
- 5.2 Receive and Acceptance of the Rancho Santiago Community College District Audit Reports for Fiscal Year ended June 30, 2019 Action
The administration recommends the board receive and accept the RSCCD audit reports for the fiscal year ended June 30, 2019, as presented.

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

- *5.3 Approval of Amendment to Agreement with Hill's Bros. Lock & Safe, Inc. for Key Hardware Consulting Service District-wide Action
The administration recommends approval of the amendment to the agreement with Hill's Bros. Lock & Safe, Inc. for key hardware consulting services district-wide as presented.
- *5.4 Approval of Amendment to Agreement with Southwest Inspection and Testing, Inc. for On-call Materials Testing and Inspection Consulting Services for Various Facility Improvement Projects Action
The administration recommends approval of the amendment to the agreement with Southwest Inspection and Testing, Inc. for on-call materials testing and inspection consulting services for various facility improvement projects as presented.
- *5.5 Approval of Amendment to Agreement with Architecture 9 PLLLP for Professional Design Services for Campus Directories at Santa Ana College and Santiago Canyon College (SCC) Action
The administration recommends approval of the amendment to the agreement with Architecture 9 PLLLP for professional design services for campus directories at SAC and SCC as presented.
- *5.6 Approval of Amendment to Agreement with Architecture 9 PLLLP for Architectural Design Services for Barrier Removal/Signage and Wayfinding at Santa Ana College and Santiago Canyon College Action
The administration recommends approval of the amendment to the agreement with Architecture 9 PLLLP for architectural design services for barrier removal/signage and wayfinding at SAC and SCC as presented.
- *5.7 Approval of Agreement with SVA Architects, Inc. for Architectural and Engineering Services for Russell Hall Secondary Effect Relocations at Santa Ana College Action
The administration recommends approval of the agreement with SVA Architects, Inc. for architectural and engineering services for the Russell Hall secondary effect relocations at SAC as presented.
- *5.8 Approval of Amendment to Agreement with Twining, Inc. for Materials Testing and Special Inspection Services for the Science Center at Santa Ana College Action
The administration recommends approval of the amendment to the agreement with Twining, Inc. for materials testing and special inspection services for the Science Center at SAC as presented.

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- *5.9 Approval of Amendment to Agreement with MTGL, Inc. for Geotechnical Testing and Inspection Consulting Services for Science Center at Santa Ana College Action
The administration recommends approval of the amendment to the agreement with MTGL, Inc. for geotechnical testing and inspection consulting services for the Science Center at SAC as presented.
- *5.10 Approval of Amendment to Agreement with Alta Environmental for Hazardous Materials Construction Monitoring Services for Johnson Student Center (Building U) Demolition at Santa Ana College Action
The administration recommends approval of the amendment to the agreement with Alta Environmental for hazardous materials construction monitoring services for the Johnson Student Center (Building U) demolition at SAC as presented.
- *5.11 Approval of Amendment to Agreement with Architecture 9 PLLLP for Architectural and Engineering Design Services for Information Technology Services (ITS) Copper Wire Project at Santa Ana College Action
The administration recommends approval of the amendment to the agreement with Architecture 9 PLLLP for architectural and engineering design services for the ITS copper wire project at SAC as presented.
- *5.12 Approval of Amendment to Agreement with LSA Associates, Inc. for Traffic/Circulation Analysis for Campus Entrance Improvements at Santiago Canyon College Action
The administration recommends approval of the amendment to the agreement with LSA Associates, Inc. for traffic/circulation analysis for the campus entrance improvements at SCC as presented.
- *5.13 Approval of Amendment to Agreement with Ghatoade Bannon Architects, LLP for Professional Design Services for New Safety and Security Offices at Santiago Canyon College Action
The administration recommends approval of the amendment to the agreement with Ghatoade Bannon Architects, LLP for professional design services for the new Safety and Security offices at SCC as presented.
- *5.14 Approval of Amendment to Agreement with SVA Architects, Inc. for Architectural and Engineering Services for Campus Entrance Improvements at Santiago Canyon College Action
The administration recommends approval of the amendment to the agreement with SVA Architects, Inc. for architectural and engineering services for the campus entrance improvements at SCC as presented.

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- *5.15 Approval of Amendment to Agreement with Go To Technologies, Inc. for Information Technology (IT) Management and Transition Consulting Services Action
The administration recommends approval of the amendment to the agreement with Go To Technologies, Inc. for IT management and transition consulting services as presented.
- *5.16 Approval of Amendment to Agreement with Ellucian, Inc. for Colleague Application Hosting Services Action
The administration recommends approval of the agreement with Ellucian, Inc. for Colleague application hosting services as presented.
- *5.17 Approval of Agreement with VPLS Solutions, LLC for Professional Services Action
The administration recommends approval of the agreement with VPLS Solutions, LLC for professional services as presented.
- *5.18 Approval of California Multiple Award Schedule (CMAS) Contract #3-17-70-2031D to Coast Data Cabling, Inc., dba D4 Solutions Action
The administration recommends approval of the District's participation in the CMAS contract #3-17-70-2031D, including any future supplements, modifications, renewals and extensions as presented.
- *5.19 Approval of California Multiple Award Schedule Contract #4-13-71-0017D to The HON Company Action
The administration recommends approval of the District's participation in the CMAS contract #4-13-71-0017D to The HON Company and any future supplements, modifications, renewals and extensions as presented.
- *5.20 Approval of Utilizing the Torrance Unified School District Piggyback Bid #10-04.09.19, Classroom & Office Furniture Action
The administration recommends approval of utilizing the Torrance Unified School District Piggyback Bid #10-04.09.19 for classroom & office furniture and any future supplements, modifications, renewals and extensions as presented.
- *5.21 Approval of Purchase Orders Action
The administration recommends approval of the purchase order listing for the period October 20, 2019, through November 9, 2019.

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

6.0 GENERAL

- *6.1 Approval of Resource Development Items Action
The administration recommends approval of budgets, acceptance of grants, and authorization of the chancellor or his designee to enter into related contractual agreements on behalf of the district for the following:
- Disabled Student Programs and Services (DSPS) (SCC) \$795,956
 - Youth Empowerment Strategies for Success - Independent Living Program (YESS-ILP) (SAC) \$ 22,500
- *6.2 Approval of Sub-Agreement between RSCCD and Education Strategic Planning for Strong Workforce Program K-12 Pathway Coordinators and K-14 Technical Assistance Providers 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.
- *6.3 Approval of First Amendment to Sub-Agreement between RSCCD and Foundation for California Community Colleges for Integrated Technology – Data Science Tools Fiscal Agent Grant Action
The administration recommends approval of the first 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.
- *6.4 Approval of Second Amendment to Sub-Agreement between RSCCD and Southwestern Community College District for 2018-2019 Deputy Sector Navigator Funded by Key Talent Administration and Sector Strategy Fiscal Agent Grant Action
The administration recommends approval of the second 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.
- *6.5 Approval of First Amendment to Sub-Agreement between RSCCD and WestEd for Sector Navigator Information Communications Technology (ICT)/Digital Media Grant Action
The administration recommends approval of the first 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.

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

- *6.6 Approval of Agreement with Rancho Santiago Community College District and 25th Hour Communications for Marketing and Advertising Services Action
The administration recommends approval of the agreement with 25th Hour Communications 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.
- 6.7 First Reading of Board Policies Information
The following board policies are presented as information items:
- Board Policy (BP) 2710 Conflict of Interest
 - BP 3821 Gift Ban Policy
- 6.8 Review of RSCCD Board of Trustees Self-Evaluation Action
It is recommended that the board review the evaluation responses.
- 6.9 List of 2020 Conferences and Legislative Executive Visits for Board Members Information
Board Policy 2735 and a list of conferences and legislative executive visits that board members may wish to attend is provided as information.
- 6.10 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. Management Staff
 - d. Classified Staff
 - e. Student Workers
2. Conference with Labor Negotiator (pursuant to Government Code Section 54957.6)
Agency Negotiator: Ms. Tracie Green, Vice Chancellor of Human Resources
Employee Organizations: Faculty Association of Rancho Santiago Community College District (FARSCCD)
California School Employees Association, Chapter 579
California School Employees Association, Chapter 888
Continuing Education Faculty Association (CEFA)
Unrepresented Management Employees
3. 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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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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7.0 HUMAN RESOURCES

7.1 Management/Academic Personnel

Action

- Approval of Leaves of Absence
- Ratification of Resignations/Retirements
- Approval of Changes of Classification
- Approval of Part-time Hourly New Hires/Rehires
- Approval of Non-paid Instructors of Record

7.2 Classified Personnel

Action

- Approval of 2019-2020 CSEA Chapter 579 Permanent Salary Schedule
- Approval of 2020-2021 CSEA Chapter 579 Permanent Salary Schedule
- Approval of 2021-2022 CSEA Chapter 579 Permanent Salary Schedule
- Approval of New Appointments
- Approval of Hourly Ongoing to Contract Assignments
- Approval of Professional Growth Increments
- Approval of Out of Class Assignments
- Approval of Return to Regular Assignments
- Approval of Changes in Position/Location
- Approval of Leaves of Absence
- Approval of Temporary to Hourly Ongoing Assignments
- Ratification of Resignations/Retirements
- Approval of Short Term Assignments
- Approval of Changes in Temporary Assignment
- Approval of Additional Hours for Ongoing Assignment
- Approval of Substitute Assignments
- Approval of Miscellaneous Positions
- Approval of Instructional Associates/Associate Assistants
- Approval of Volunteers
- Approval of Student Assistant Lists

7.3 Presentation of Rancho Santiago Community College District Bargaining Proposal to Child Development Centers – CSEA Chapter 888 Action
It is recommended that the board schedule a public hearing at the next regularly scheduled board meeting.

7.4 Approval of Service Agreement with Southern California American Red Cross Action
It is recommended that the board approve the service agreement with Southern California American Red Cross for the period of December 10, 2019, through June 30, 2024.

7.5 Rancho Santiago Community College District Fall Diversity Report Information
The RSCCD Fall Diversity Report is provided as information.

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

8.0 ADJOURNMENT - The next regular meeting of the Board of Trustees will be announced after the 2020 board meeting calendar is approved. The meeting will be held at the District Office at 2323 North Broadway, Room #107, in Santa Ana, California.