

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT (RSCCD)**

**Board of Trustees (Regular meeting)**

**Monday, April 12, 2021**

**2323 North Broadway via Zoom**

**Santa Ana, CA 92706**

Pursuant to Governor Newsom’s Executive Order N-29-20, dated March 17, 2020, members of the Board of Trustees of the Rancho Santiago Community College District, staff, and the public will participate in the April 12, 2021, meeting via a teleconference. No in-person attendance will be accommodated or permitted. To avoid exposure to COVID-19 this meeting will be held via teleconference by calling **(669) 900-6833, 560964295# (please use \*9 to raise your hand using your phone if you’d like to speak during public comments) or by using this link: <https://cccconfer.zoom.us/j/560964295>**. Additionally, you may submit your comments electronically by emailing [Gerard\\_Debra@rsccd.edu](mailto:Gerard_Debra@rsccd.edu).

Should you wish to participate in **public comments** or request to “speak” to an agenda item, you may speak when authorized by the Board President of the meeting or submit your comments electronically by emailing [Gerard\\_Debra@rsccd.edu](mailto:Gerard_Debra@rsccd.edu). Submissions by email must be received prior to 3:00 p.m. on April 12, 2021. Please include in the subject line of the email: **COMMENTS FOR THE MEETING OF APRIL 12, 2021**. Please indicate if you are addressing a specific agenda item or are making a “Public Comment.” Members of the public who attend the meeting via web browser or telephone who have not submitted comments in advance but wish to address the governing board should listen for instructions provided during the meeting about using the Zoom chat feature or responding audibly when prompted by the Board President. Comments are limited to three minutes per person. The Board President may, at his discretion, limit the total number of speakers addressing a particular subject and/or reduce the minutes allowed per person below three minutes. If a **translator** for the speaker is needed, please contact the executive assistant to the board of trustees at [Gerard\\_Debra@rsccd.edu](mailto:Gerard_Debra@rsccd.edu) or leave a message at 714-480-7450, on the Friday prior to the meeting so appropriate accommodations may be made.

**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

Should you wish to participate in public comments or request to “speak” to an agenda item, you may speak when authorized by the Board President of the meeting or submit your comments electronically by emailing [Gerard\\_Debra@rscsd.edu](mailto:Gerard_Debra@rscsd.edu). Submissions by email must be received prior to 3:00 p.m. on April 12, 2021. Please include in the subject line of the email: **COMMENTS FOR THE MEETING OF APRIL 12, 2021**. Please indicate if you are addressing a specific agenda item or are making a “Public Comment.” Members of the public who attend the meeting via web browser or telephone who have not submitted comments in advance but wish to address the governing board should listen for instructions provided during the meeting about using the Zoom chat feature or responding audibly when prompted by the Board President. Comments are limited to three minutes per person. The Board President may, at his discretion, limit the total number of speakers addressing a particular subject and/or reduce the minutes allowed per person below three minutes.

1.5 Approval of Minutes – Regular meeting of March 22, 2021 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 Sexual Harassment Training

**2.0 INFORMATIONAL ITEMS AND ORAL REPORTS**

2.1 Report from Chancellor

2.2 Reports from College Presidents

2.3 Report from Student Trustee

2.4 Reports from Student Presidents

2.5 Report from Classified Representative

2.6 Reports from Academic Senate Presidents

2.7 Reports from Board Committee Chairpersons and Representatives of the Board

- Board Legislative Committee
- Board Policy Committee

### 3.0 **INSTRUCTION**

- \*3.1 Approval of Standard Inter-Agency Instructional Services Agreement with City of San Clemente Action  
The administration recommends approval of the standard inter-agency instructional services agreement with the City of San Clemente in California, as presented.
- \*3.2 Approval of Affiliation Agreement between Grand Canyon University and Santa Ana College (SAC) Health Sciences/Nursing for Field Experience Program Action  
The administration recommends approval of the affiliation agreement between Grand Canyon University and SAC Health Sciences/Nursing for the Field Experience Program, as presented.
- \*3.3 Approval of Rancho Santiago Community College District Professional Services Agreement with AAA Flag & Banner Mfg. Co. Inc. Action  
The administration recommends approval of the RSCCD professional services agreement with AAA Flag & Banner Mfg. Co. Inc. located in Los Angeles, California, as presented.
- \*3.4 Approval of Rancho Santiago Community College District Professional Services Agreement with KW Media Action  
The administration recommends approval of the RSCCD professional services agreement with KW Media, located in Seattle, Washington, as presented.
- \*3.5 Approval of Rancho Santiago Community College District Professional Services Agreement with OUTFRONT MEDIA Inc. Action  
The administration recommends approval of the RSCCD professional services agreement with OUTFRONT MEDIA Inc., located in Los Angeles, California, as presented.
- \*3.6 Approval of Proposed Revisions for the 2020–2021 Santa Ana College Catalog Addendum Action  
The administration recommends approval of the proposed revisions for the 2020–2021 SAC catalog addendum, as presented.
- \*3.7 Approval of Proposed Revisions for 2021–2022 Santa Ana College Catalog Action  
The administration recommends approval of the proposed revisions for the 2021–2022 SAC catalog, as presented.

- \*3.8 Approval of One Year Renewal of Instructional Services Agreement with Pacific Clinics Action  
The administration recommends approval of the one year renewal of the instructional services agreement with Pacific Clinics as presented.
- \*3.9 Approval of Professional Services Agreement with Interact Communications Action  
The administration recommends approval of the professional services agreement with Interact Communications as presented.
- \*3.10 Approval of Professional Services Agreement with Estrella Media Action  
The administration recommends approval of the professional services agreement with Estrella Media as presented.

#### **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, and Intrafund and Interfund Transfers Action  
The administration recommends approval of budget increases, decreases and transfers, and intrafund and interfund transfers from March 9, 2021, to March 29, 2021.
- \*4.3 Approval of Agreement with Excelsior Elevator Corporation for Elevator Testing, Inspection, and Preventative Maintenance Services for Santa Ana College, Santiago Canyon College (SCC), Digital Media Center (DMC) and District Operations Center Action  
The administration recommends approval of the agreement with Excelsior Elevator Corporation for elevator testing, inspection, and preventative maintenance services for SAC, SCC, DMC and the District Operations Center as presented.

#### **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:
- Song-Brown Health Care Workforce Training Program - \$200,000  
Registered Nurse Education: Capitation for Associate Degree Nursing Program (SAC)
  - Statewide Director – Information Communications Technology (ICT)/Digital Media (District Office [DO]) \$ 50,000
  - Statewide Director – Retail/Hospitality/Tourism (DO) \$ 50,000
  - *Augmentation*

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

- \*5.2 Approval of Child Plus Software Subscription for Child Development Services' Early Head Start Program Action  
The administration recommends approval of the purchase of the Child Plus Software subscription for the Child Development Services' Early Head Start Program.
- \*5.3 Approval of ZONO Sanitizing Cabinet Purchase for SAC Early Childhood Education Center (ECEC) Child Development Center Action  
The administration recommends approval of the purchase of the ZONO Sanitizing Cabinet for the SAC ECEC Child Development Center.
- 5.4 Board of Trustees Cast Ballot for California Community College Trustees (CCCT) Board of Directors Election – 2021 Action  
It is recommended that the board cast their ballot for the CCCT Board of Directors election for 2021.
- 5.5 Approval of Board Legislative Committee Recommendations Action  
It is recommended that the board review and approve the Board Legislative Committee's recommendations on legislative bills.
- 5.6 Adoption of Resolution No. 21-04 in Support of Declaring April California Community College Month Action  
It is recommended that the board adopt Resolution No. 21-04 in support of declaring April as Community College Month.
- 5.7 Approval of Board Policies Action  
It is recommended that the board adopt the following new and revised policies:
- Board Policy (BP) 2755 Trustee Area Redistricting (NEW)
  - BP 2760 Campaign Limitations (NEW)
  - BP 3821 Gift Ban Policy (revision)
  - BP 6910 Housing (NEW)
- 5.8 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: 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)  
Unrepresented Management Employees

**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 Adjusted Leaves of Absence
- Approval of Leaves of Absence
- Approval of 2020-2021 Additional Contract Extension Days
- Approval of Beyond Contract/Overload Stipends
- 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 Changes in Grade
- Approval of Professional Growth Increments
- Approval of Return to Regular Assignments
- Approval of Changes in Position
- Approval of Changes in Salary Placement
- Approval of Leaves of Absence
- Approval of Short Term Assignments
- Approval of Additional Hours for Ongoing Assignments

6.2 Classified Personnel (cont.)

- Approval of Substitute Assignments
- Approval of Miscellaneous Positions
- Approval of Instructional Associates/Associate Assistants
- Approval of Volunteers
- Approval of Student Assistant Lists

6.3 Approval of Professional Services Agreement between Rancho Santiago Community College District and Grand River Solutions, Incorporated Action

The administration recommends approval of the professional services agreement between RSCCD and Grand River Solutions, Incorporated, as presented.

6.4 Authorization for Board Travel/Conferences Action

It is recommended that the board authorize the submitted conference and travel by a board member.

6.5 Adoption of Resolution No. 21-05 Authorizing Payment to Trustee Absent from Board Meetings Action

The resolution requests authorization of payment to Sal Tinajero for his absence from the March 22, 2021, board meeting due to a last-minute family matter.

7.0 **ADJOURNMENT** - The next regular meeting of the Board of Trustees will be held on April 26, 2021.