

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**  
**Board of Trustees (Regular meeting)**  
**Monday, June 18, 2012**  
**2323 North Broadway, #107**  
**Santa Ana, CA 92706**

**Vision Statement (Board of Trustees)**

Rancho Santiago Community College District is a learning community. The college district and its colleges are committed to ensuring access and equity and to planning comprehensive educational opportunities throughout our communities. We will be global leaders in many fields, delivering cost-effective, innovative programs and services that are responsive to the diverse needs and interests of all students. We will be exceptionally sensitive and responsive to the economic and educational needs of our students and communities. The environment will be collegial and supportive for students, staff, and the communities we serve.

We will promote and extensively participate in partnerships with other educational providers, business, industry, and community groups. We will enhance our communities' cultural, educational, and economic well-being.

We will be a leader in the state in student success outcomes. Students who complete programs will be prepared for success in business, industry, careers, and all future educational endeavors. We will prepare students to embrace and engage the diversity of our global community and to assume leadership roles in their work and public lives.

**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 Ryan Ahari, 2012-2013 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 May 21, 2012 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 Public Hearing – 2012-2013 Tentative Budget

1.9 Presentation on Santa Ana SFID Bond Feasibility Survey

## **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 Reports from Academic Senate Presidents

- Senate meetings

2.6 Informational Presentation on Financial Aid

2.7 Informational Presentation on the Budget

## **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. Part-time Faculty
  - b. Classified Staff
  - c. Student Workers
  - d. Professional Experts
  - e. Administrator Appointments
    - (1) Assistant Vice Chancellor
2. 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: California School Employees Association, Chapter 888  
Continuing Education Faculty Association
3. Public Employee Discipline/Dismissal/Release (pursuant to Government Code Section 54957[b][1])

## **RECONVENE**

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

### Public Comment

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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.

## **3.0 HUMAN RESOURCES**

### **3.1 Management/Academic Personnel Action**

- Approval of New Job Descriptions
- Approval of Revised Job Descriptions
- Approval of Permanent 2012-2013 Cabinet Salary Schedule Reflecting 1% Adjustment Effective July 1, 2012
- Approval of Permanent 2012-2013 Management Salary Schedule Reflecting 1% Adjustment Effective July 1, 2012
- Approval of 2012-2013 Administrative/Academic Supervisory Step Increases Effective July 1, 2012
- Approval of 2012-2013 Classified Supervisory/Confidential Step Increases Effective July 1, 2012
- Approval of Adjusted Salary Reflecting 1% per Employment Agreements
- Approval of Interim to Permanent Appointments
- Approval of Interim Assignments/Employment of Retired STRS Members
- Approval of Return to Regular Assignments and Location Changes
- Approval of Employment Agreements
- Ratification of Resignations/Retirements
- Approval of Permanent 2012-2013 FARSCCD 175 Day Contract Salary Schedule
- Approval of Permanent 2012-2013 FARSCCD 192 Day Contract Salary Schedule
- Approval of Permanent 2012-2013 FARSCCD 225 Day Contract Salary Schedule
- Approval of Permanent 2012-2013 FARSCCD Credit Summer Salary Schedule
- Approval of Permanent 2012-2013 FARSCCD Non-credit Summer Salary Schedule
- Approval of Interim 2012-2013 FARSCCD Part-time/Beyond Contract Salary Schedule
- Approval of Interim 2012-2013 CEFA Part-time Salary Schedule
- Approval of Interim 2012-2013 CDCTA Full-time Contract Salary Schedule
- Approval of Interim 2012-2013 CDCTA Hourly Contract Salary Schedule
- Approval of 2011-2012 and 2012-2013 FARSCCD Contract Salary Step Increases
- Approval of Stipends
- Approval of Part-time Hourly Hires/Rehires
- Approval of Non-paid Instructors of Record
- Approval of Non-paid Intern Services

- 3.2 Classified Personnel Action
- Approval of 2012-2013 CSEA Interim Salary Schedule
  - Approval of 2012-2013 CSEA Step Increases
  - Approval of Longevity Increments
  - Approval of Changes in Salary Placements
  - Approval of Voluntary Furloughs
  - Approval of Out of Class Assignments
  - Approval of Changes in Position
  - Approval of Leaves of Absence
  - Ratification of Resignations/Retirements
  - Approval of Temporary Assignments
  - Approval of Changes in Temporary Assignments
  - Approval of Additional Hours for On Going Assignments
  - Approval of Substitute Assignments
  - Approval of Miscellaneous Positions
  - Approval of Instructional Associates/Associate Assistants
  - Approval of Volunteers
  - Approval of Student Assistant Lists
- 3.3 Approval of Fringe Benefit Providers for Fiscal Year 2012-2013 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 appropriate agreements with Anthem BlueCross, MetLife Basic Life Insurance, MetLife Voluntary Life Insurance, Anthem Blue Cross Voluntary Vision, AFLAC, MetLife, Horizon Health, and American Fidelity Assurance for 2012-2013 fiscal year.
- 3.4 Approval of 2012-2013 Employee Calendar Action
- The administration recommends approval of the 2012-2013 Employee Calendar.
- 3.5 Public Disclosure of Collective Bargaining Agreement between Rancho Santiago Community College District (RSCCD) and Continuing Education Faculty Association (CEFA) Action
- The administration recommends approval of the amendments to the collective bargaining agreement with CEFA.
- 3.6 Acceptance of Resignation of Trustee Brian Conley Action
- The administration recommends acceptance of Trustee Conley's resignation.

#### **4.0 INSTRUCTION**

- \*4.1 Approval of Instructional Agreement with SER, Jobs for Progress, Inc., for Basic Skills Training Action  
The administration recommends approval of the instructional agreement With SER, Jobs for Progress, Inc., for basic skills training for the program year 2012-2013.
- \*4.2 Approval of Instructional Agreement with SER, Jobs for Progress, Inc., for Vocational Training Action  
The administration recommends approval of the instructional agreement with SER, Jobs for Progress, Inc., for vocational training for the program year 2012-2013.
- \*4.3 Approval of CJA Agreement Renewal – City of Santa Ana, Santa Ana Police Department Action  
The administration recommends approval of the agreement with the City of Santa Ana, Santa Ana Police Department in Santa Ana, California.
- \*4.4 Approval of CJA Renewal Agreement – California Narcotic Canine Association Action  
The administration recommends approval of the contract with the California Narcotic Canine Association in Salinas, California.
- \*4.5 Approval of CJA Renewal Agreement – County of Orange Action  
The administration recommends approval of the amendment with the County of Orange in Santa Ana, California.
- \*4.6 Approval of Renewal of Nursing Program Agreement – California State University, Dominguez Hills Action  
The administration recommends approval of the clinical affiliation agreement renewal with California State University, Dominguez Hills.
- \*4.7 Approval of Pharmacy Technology Agreement Renewal – Walgreens Pharmacy Experiential Learning Program Action  
The administration recommends approval of the contract with Walgreens Pharmacy Experiential Learning Program.
- \*4.8 Approval of Pharmacy Technology Agreement Renewal – Healthsouth Corporation Action  
The administration recommends approval of the contract with Healthsouth Corporation in Birmingham, Alabama.
- \*4.9 Approval of OTA Agreement Renewal – Hallmark Rehabilitation GP, LLC Action  
The administration recommends approval of the agreement with Hallmark Rehabilitation GP, LLC, in Foothill Ranch, California.

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

- \*4.10 Approval of OTA Agreement Renewal – Loma Linda University Medical Center Action  
The administration recommends approval of the agreement with Loma Linda University Medical Center in Loma Linda, California.
- \*4.11 Approval of OTA Agreement Renewal – Pomona Valley Hospital Medical Center Action  
The administration recommends approval of the agreement with Pomona Valley Hospital Medical Center in Pomona, California.
- \*4.12 Approval of OTA Agreement Renewal – St. Mary Medical Center Action  
The administration recommends approval of the agreement with St. Mary Medical Center in Long Beach, California.
- \*4.13 Approval of OTA Agreement Renewal – VibrantCare Outpatient Rehabilitation of California, Inc. Action  
The administration recommends approval of the agreement with Vibrant-Care Outpatient Rehabilitation of California, Inc., in Roseville, California.
- \*4.14 Approval of New OTA Agreement – Newport Subacute Healthcare Center Action  
The administration recommends approval of the agreement with Newport Subacute Healthcare Center in Costa Mesa, California.
- \*4.15 Approval of PrestoSports Website Platform Agreement Action  
The administration recommends approval of the PrestoSports website platform agreement.
- \*4.16 Approval of Agreement with Community Services Programs Inc. Action  
The administration recommends approval of the agreement with Community Services Programs Inc., in Santa Ana, California.

## **5.0 BUSINESS OPERATIONS/FISCAL SERVICES**

- \*5.1 Approval of Payment of Bills Action  
The administration recommends payment of bills as submitted.
- \*5.2 Approval of Budget Increases/Decreases and Budget Transfers Action  
The administration recommends approval of budget increases, decreases and transfers during the month of May 2012.
- \*5.3 Approval of 2012-2013 Tentative Budget Action  
The administration recommends approval of the 2012-2013 proposed Tentative Budget as presented.

- 5.4 Adoption of Resolution No. 12-33 – Resolution Ordering an Election and Establishing Specifications of the Election Order for the November 6, 2012, Ballot Action  
The administration recommends adoption of Resolution No. 12-33 ordering an election and establishing specifications of the election order for the November 6, 2012, ballot as presented.
- \*5.5 Approval of Consulting Services Agreement – Facilities Planning & Program Services, Inc. Action  
The administration recommends approval of the consulting services agreement for Facilities Planning & Program Services, Inc., through June 30, 2013, as presented.
- \*5.6 Approval of Lease Agreement with CouponEx Action  
The administration recommends approval of the lease agreement with CouponEx 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.
- \*5.7 Approval of Lease Agreement with Relecom, LLC Action  
The administration recommends approval of the lease agreement with Relecom, LLC, 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.
- \*5.8 Approval of Awarding Bid #1194 – Santa Ana College Portable Building Certification Action  
The administration recommends approval of awarding Bid #1194 for the Portable Building Certification to De La Torre Commercial Interiors, Inc., as presented.
- \*5.9 Approval of Agreement with HMC Architects for Architectural/Engineering Services Action  
The administration recommends approval of the HMC proposal for concrete repair services at Dunlap Hall at SAC as presented.
- \*5.10 Approval of Change Order #2 for Bid #1179 – Road Alignment/Cul-De-Sac and Parking Lot Expansion at Santa Ana College (SAC) Action  
The administration recommends approval of change order #2 for Bid #1179 for Los Angeles Engineering, Inc., for road alignment/cul-de-sac and parking lot expansion at SAC as presented.

- \*5.11 Adoption of Resolution No. 12-31 – Concrete for Loop Road Extension at Santiago Canyon College (SCC) Action  
The administration recommends adoption of Resolution No. 12-31 for Guy Yocom Construction, Inc., for Bid #1136 for concrete for the Loop Road Extension at SCC as presented.
- \*5.12 Adoption of Resolution No. 12-32 – Plumbing for Loop Road Extension at Santiago Canyon College Action  
The administration recommends adoption of Resolution No. 12-32 for Interpipe Construction, Inc., for Bid #1140 for plumbing for the Loop Road Extension at SCC as presented.
- \*5.13 Approval of Additional Geotechnical Observation & Testing Services for Athletic/Aquatic Complex at Santiago Canyon College Action  
The administration recommends approval of additional fees for Ninyo & Moore for geotechnical observation and testing services for the Athletic/Aquatic complex at SCC as presented.
- \*5.14 Approval of Architect Change Order – Athletic/Aquatic Complex at Santiago Canyon College Action  
The administration recommends approval of amending and increasing The Austin Company architectural agreement in the amount of \$144,400 as presented.
- \*5.15 Approval of Change Order #3 for Bid #1136 – Concrete for Humanities Building at Santiago Canyon College Action  
The administration recommends approval of change order #3 for Bid #1136 for Guy Yocom Construction, Inc., for concrete for the Humanities building at SCC as presented.
- \*5.16 Approval of Change Order #5 for Bid #1136 – Concrete for Athletic/Aquatic Complex at Santiago Canyon College Action  
The administration recommends approval of change order #5 for Bid #1136 for Guy Yocom Construction, Inc., for the Athletic/Aquatic complex at SCC as presented.
- \*5.17 Approval of Change Order #4 for Bid #1138 – Structural Steel for Humanities Building at Santiago Canyon College Action  
The administration recommends approval of change order #4 for Bid #1138 for Blazing Industrial Steel, Inc., for structural steel for the Humanities building at SCC as presented.

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



- \*5.18 Approval of Change Order #5 for Bid #1139 – Electricity for Humanities Building at Santiago Canyon College Action  
The administration recommends approval of change order #5 for Bid #1139 for Dynalectric for electricity for the Humanities building at SCC as presented.
- \*5.19 Approval of Change Order #1 for Bid #1146 – Framing and Elevators for Athletic/Aquatic Complex at Santiago Canyon College Action  
The administration recommends approval of change order #1 for Bid #1146 for Inland Building Construction Company for framing and elevators for the Athletic/Aquatic complex at SCC as presented.
- \*5.20 Approval of Change Order #4 for Bid #1146 – Framing and Elevators for Humanities Building at Santiago Canyon College Action  
The administration recommends approval of change order #4 for Bid #1146 for Inland Building Construction Company for framing and elevators for the Humanities building at SCC as presented.
- \*5.21 Approval of Change Order #4 for Bid #1147 – Interiors for Athletic/Aquatic Complex at Santiago Canyon College Action  
The administration recommends approval of change order #4 for Bid #1147 for Inland Empire Architectural Services for interiors for the Athletic/Aquatic complex at SCC as presented.
- \*5.22 Approval of Change Order #6 for Bid #1147 – Interiors for Humanities Building at Santiago Canyon College Action  
The administration recommends approval of change order #6 for Bid #1147 for Inland Empire Architectural Specialties for interiors for the Humanities building at SCC as presented.
- \*5.23 Approval of Change Order #1 for Bid #1148 – Flooring for Athletic/Aquatic Complex at Santiago Canyon College Action  
The administration recommends approval of change order #1 for Bid #1148 for Continental Flooring, Inc., for flooring for the Athletic/Aquatic complex at SCC as presented.
- \*5.24 Approval of Increase to Architect Contract – Westberg+White, Inc. Action  
The administration recommends approval of the increase to the architectural and engineering services proposal with Westberg+White, Inc., as presented.
- \*5.25 Approval of Rancho Santiago Community College District Strategic Technology Plan for 2012-2014 Action  
The administration recommends approval of the Rancho Santiago Community College District 2012-2014 Strategic Technology Plan as presented.

- \*5.26 Approval of 2012-2013 Contract Listing Action  
The administration recommends approval of the 2012-2013 contract listing as presented.
- \*5.27 Approval of Bid #1192 – Sports Field Maintenance Service for Soccer and Softball Fields at Santiago Canyon College Action  
The administration recommends acceptance of the bids and approval of awarding the bids to So Cal Land Maintenance for Bid #1192 – Sports Field Maintenance Service for Soccer and Softball Fields at SCC as presented.
- \*5.28 Approval of Disposal of Surplus Vehicles Action  
The administration recommends approval of declaring the vehicles listed as surplus property and utilizing Ken Porter Auctions to conduct an auction as presented.
- \*5.29 Independent Contractor Action  
The administration recommends approval of the employment of Muckenthaler & Associates Inc. to perform a continuation of consulting services due to a grant extension to provide professional and technical assistance to the existing Early Head Start program at a rate of \$100 per hour. Dates of service: April 1, 2012, through December 31, 2012. The fee is estimated at \$40,000.
- \*5.30 Approval of Purchase Orders Action  
The administration recommends approval of the purchase order listing for the period May 6, 2012, through June 2, 2012.

## **6.0 GENERAL**

- \*6.1 Approval of Resource Development Items Action  
The administration recommends approval of budgets, acceptance of grants, and authorization for the chancellor or his designee to enter into related contractual agreements on behalf of the district for the following:
- Bridge to Engineering Program (SAC) \$784,450
  - CSUF/Teacher Pathway Partnership – STEM Summer Institute (SAC and SCC) \$ 15,489
  - SBA/CSUF Jobs Act CITD (District) \$183,962
  - Math, Engineering and Science Achievement Program (SAC) \$ 50,500
- \*6.2 Approval of Amendment One to Sub-Agreement between RSCCD and California State University, Fresno Foundation 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 the agreement on behalf of the district.

- \*6.3 Approval of Sub-award Agreement from the City of Santa Ana for Santa Ana College to work as a Partner on the Santa Ana Workforce Investment Board's H-1B Visa Technical Skills Training Grant Action

The administration recommends approval of the sub-award agreement and authorization be given to the Vice Chancellor, Business Operations/Fiscal Services or his designee to sign the agreement on behalf of the district.

- 6.4 Reports from Board Committees Information  
• Board Facilities Committee

- 6.5 Board Member Comments Information

**7.0 ADJOURNMENT** - The next regular meeting of the Board of Trustees will be held on July 23, 2012.

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