

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**  
**Board of Trustees (Regular meeting)**  
**Monday, October 24, 2011**  
**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 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 October 10, 2011 **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 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.

**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

**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
  
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: Faculty Association of Rancho Santiago Community College District  
California School Employees Association, Chapter 579  
California School Employees Association, Chapter 888  
Continuing Education Faculty Association
  
3. Public Employee Performance Evaluation (pursuant to Government Code Section 54957)
  - a. Chancellor
  
4. 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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**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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## **3.0 HUMAN RESOURCES**

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

Action

- Approval of Final Salary Placements
- Approval of Changes of Classifications
- Approval of Leaves of Absence
- Approval of Stipends
- Approval of Part-time Hourly Hires/Rehires

### **3.2 Classified Personnel**

Action

- Approval of Changes in Positions
- Approval of Temporary Assignments
- Approval of New Appointments
- 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 Community Service Presenters and Stipends
- Approval of Volunteers
- Approval of Student Assistant Lists

### **3.3 Authorization for Board Travel/Conferences**

Action

## **4.0 INSTRUCTION**

- \*4.1 **Approval of Amendment #5 to CJA Agreement – County of Orange**  
The administration recommends approval of the amendment with the County of Orange in Santa Ana, California.

Action

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

- \*4.2 Approval of OTA Agreement Renewal – Special Services for Group - Occupational Therapy Training Program Action  
The administration recommends approval of the agreement with Special Services for Group – Occupational Therapy Training Program in Torrance, California.
- \*4.3 Approval of OTA Agreement Renewal – Vibra Healthcare/Ballard Rehabilitation Hospital Action  
The administration recommends approval of the agreement with Vibra Healthcare/Ballard Rehabilitation Hospital in San Bernardino, California.
- \*4.4 Approval of OTA Agreement Renewal – Greater Anaheim SELPA Action  
The administration recommends approval of the agreement with Greater Anaheim SELPA in Buena Park, California.
- \*4.5 Approval of OTA New Agreement – Kindred Rehab Services, Inc., dba RehabCare Action  
The administration recommends approval of the agreement with Kindred Rehab Services, Inc., dba RehabCare in Louisville, Kentucky.
- \*4.6 Approval of OTA New Agreement – Intergro Rehab Services Action  
The administration recommends approval of the agreement with Intergro Rehab Services in Huntington Beach, California.
- \*4.7 Approval of OTA New Agreement – Step-By-Step Pediatric Therapy, Inc. Action  
The administration recommends approval of the agreement with Step-By-Step Pediatric Therapy, Inc., in Hacienda Heights, 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 Transfers and Budget Increases/Decreases Action  
The administration recommends approval of budget transfers, increases, and decreases during the months of July through September 2011.
- \*5.3 Approval of Construction Management Proposal for Video Surveillance System and Installation Project at Santa Ana College (SAC) Action  
The administration recommends approval of the construction management services for Bernards Builders and Management Services as presented.
- \*5.4 Approval of Notice of Completion for Bid #1177 for Data Center Upgrades at Santa Ana College Action  
The administration recommends approval of the Notice of Completion for the concrete and masonry projects as presented.

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

- \*5.5 Adoption of Resolution No. 11-46 for Plumbing for Athletic/Aquatic Complex at Santiago Canyon College (SCC) Action  
The administration recommends adoption of Resolution No. 11-46 for Interpipe Construction, Inc., for Bid #1140 for plumbing for the Athletic/Aquatic Complex at SCC as presented.
- \*5.6 Adoption of Resolution No. 11-47 for Concrete for Loop Road Extension at Santiago Canyon College Action  
The administration recommends adoption of Resolution No. 11-47 for Guy Yocom Construction, Inc., for Bid #1136 for concrete for the Loop Road Extension at SCC as presented.
- \*5.7 Adoption of Resolution No. 11-48 for Electricity for Santiago Canyon Road Entry and Parking Lot at Santiago Canyon College Action  
The administration recommends adoption of Resolution No. 11-48 for Dynalectric for Bid #1139 for electricity for the Santiago Canyon Road entry and parking lot at SCC as presented.
- \*5.8 Approval of Change Order #2 for Bid #1136 for Concrete for Humanities Building at Santiago Canyon College Action  
The administration recommends approval of change order #2 for Bid #1136 for Guy Yocom Construction, Inc., for concrete for the Humanities building at SCC as presented.
- \*5.9 Approval of Change Order #1 for Bid #1139 for Electricity for Loop Road Extension at Santiago Canyon College Action  
The administration recommends approval of change order #1 for Bid #1139 for Dynalectric for electricity for the Loop Road Extension at SCC as presented.
- \*5.10 Approval of Change Order #7 for Bid #1139 for Electricity for Athletic/Aquatic Complex at Santiago Canyon College Action  
The administration recommends approval of change order #7 for Bid #1139 for Dynalectric, Inc., for electricity for the Athletic/Aquatic Complex at SCC as presented.
- \*5.11 Approval of Change Order #1 for Bid #1141 for HVAC for Athletic/Aquatic Complex at Santiago Canyon College Action  
The administration recommends approval of change order #1 for Bid #1141 for West Tech Mechanical for HVAC for the Athletic/Aquatic Complex at SCC as presented.

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

- \*5.12 Approval of Change Order #2 for Bid #1141 for HVAC for Humanities Building at Santiago Canyon College Action  
The administration recommends approval of change order #2 for Bid #1141 for West Tech Mechanical for HVAC for the Humanities building at SCC as presented.
- \*5.13 Approval of Change Order #3 for Bid #1147 for Interiors for Athletic/Aquatic Complex at Santiago Canyon College Action  
The administration recommends approval of change order #3 for Bid #1147 for IEAS for interiors for the Athletic/Aquatic Complex at SCC as presented.
- \*5.14 Approval of Change Order #1 for Bid #1151 for Earthwork for Loop Road Extension at Santiago Canyon College Action  
The administration recommends approval of change order #1 for Bid #1151 for Southern California Grading, Inc., for earthwork for the Athletic/Aquatic Complex at SCC as presented.
- \*5.15 Approval of Change Order #1 for Bid #1181 for Signalization Project at Santiago Canyon College Action  
The administration recommends approval of change order #1 for Bid #1181 for Dynalectric for the signalization project at SCC as presented.
- \*5.16 Approval of Bid #1184 – Purchase of VRTEX 360 Virtual Reality Welding Trainer Unit and System 5 Robotic Cell Arc Mate 100iC, R-30iA, A-CAB Hollow Arm (or equal) Action  
The administration recommends acceptance of the bid and approval of Bid #1184 – Purchase of a VRTEX 360 Virtual Reality Welding Trainer Unit and a System 5 Robotic Cell Arc Mate 100iC, R-30iA, A-CAB Hollow Arm to Cameron Welding Supply as presented.
- \*5.17 Approval of Independent Contractors Action  
The administration recommends approval of the following independent contractor: Christine Draa for consulting services to provide oversight and coordination for the Youth Entrepreneurship Program as part of the statewide Business & Entrepreneurship Center program. Date of service: November 1, 2011, through October 31, 2012. The fee is estimated at \$40,000.
- \*5.18 Approval of Independent Contractors Action  
The administration recommends approval of the following independent contractor: Joslyn Hamilton for consulting services to provide website content development and social media expertise for the statewide Business & Entrepreneurship Center program. Date of service: November 1, 2011, through October 31, 2012. The fee is estimated at \$15,000.

\*5.19 Approval of Independent Contractors Action

The administration recommends approval of the following independent contractor: Muckenthaler & Associates, Inc., for consulting services to provide professional and technical assistance to the existing Early Head Start program. Date of service: October 25, 2011, through March 31, 2012. The fee is estimated at \$60,000.

\*5.20 Approval of Purchase Orders Action

The administration recommends approval of the purchase order listing for the period September 11, 2011, through October 8, 2011.

**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:

- Board Financial Assistance Program (BFAP) (SCC)	\$ 277,721
- ENGAGE in STEM Project – Year 1 (SAC)	\$1,193,110
- GEAR UP 2009 – Year 3 (SAC)	\$ 800,000

\*6.2 Approval of Subcontract Agreements between RSCCD and MOMS Action

Orange County and CHOC/Help Me Grow for Early Head Start Expansion

The administration recommends approval of the subcontract agreements and authorization be given for the Vice Chancellor, Business Operations/ Fiscal Services, or his designee to enter into related contractual agreements on behalf of the district.

6.3 Reports from Board Committees Information

- Board Facilities Committee

6.4 Board Member Comments Information

**7.0 ADJOURNMENT** - The next regular meeting of the Board of Trustees will be held on November 14, 2011.

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