

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
Board of Trustees (Regular meeting)
Tuesday, February 22, 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 January 18, 2011
- Regular meeting of February 7, 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.

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 CurricUNET

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. Educational Administrator Appointments
 - (1) Associate Dean
 - f. Other Educational and Classified Administrators
 - (1) Child Development Center Director I
 - (2) Child Development Center Associate Director
 - (3) Bookstore Manager
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: 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
Continuing Education Faculty Association
Child Development Centers Teachers Association
4. Public Employee Performance Evaluation (pursuant to Government Code Section 54957)
 - a. Chancellor

5. 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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3.0 HUMAN RESOURCES

3.1 Management/Academic Personnel

Action

- Approval of Revised Job Descriptions
- Approval of Employment Agreements
- Approval of Appointments
- Approval of Interim to Permanent Positions
- Ratification of Resignations/Retirements
- Approval of Extension of Long-term Substitute (Temporary Employees per E.C. 87482) Assignments
- Approval of Return to Regular Assignments/Contract Workloads
- Approval of Contract Extension Days for 2011-2012
- Removal of Head Coach Stipends
- Approval of Stipends
- Approval of Adjusted New Hire Part-time/Hourly Rates
- Approval of Part-time/Hourly Hires/Rehires
- Approval of Non-paid Intern Services

3.2 Classified Personnel

Action

- Approval of Revised Job Descriptions
- Approval of New Appointments
- Approval of Out of Class Assignments
- Approval of Hourly On Going to Full Time Positions
- Approval of Temporary to Contract Positions
- Approval of Changes in Positions
- Approval of Changes in Salary Placement
- Approval of Leaves of Absence
- Ratification of Resignations/Retirements
- Approval of New Appointments

3.2 Classified Personnel – (cont.)

- Approval of Temporary to Hourly On Going Positions
- 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 Community Service Presenters
- Approval of Volunteers
- Approval of Student Assistant Lists

3.3 Presentation of California School Employees Association Chapter 579 Initial Bargaining Proposal to Rancho Santiago Community College District Action

The administration recommends the board schedule a public hearing for March 14, 2011.

3.4 Approval of Non-Credit Instructional Calendar 2011-2012 Action

The administration recommends approval of the 2011-2012 Non-Credit Instructional Calendar.

4.0 INSTRUCTION

*4.1 Approval of Santa Ana College Community Services Program Revenue Contract MA-026-11011392 Action

The administration recommends approval of Revenue Contract MA-026-11011392 between County of Orange District Attorney and SAC Community Services Program.

*4.2 Approval of New Pharmacy Technology Agreement – Tran Pharmacy Action

The administration recommends approval of this contract with Tran Pharmacy in Garden Grove, California.

*4.3 Approval of OTA Agreement Renewal – Long Beach Memorial Medical Center dba Miller Children’s Hospital Action

The administration recommends approval of this agreement with Long Beach Memorial Medical Center dba Miller Children’s Hospital in Long Beach, California.

*4.4 Approval of Affiliation Agreement with University of California, Irvine – Summer Scholars Transfer Institute (SSTI) Action

The administration recommends approval of this affiliation agreement with University of California, Irvine – Summer Scholars Transfer Institute.

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

- *4.5 Approval of Amendment #3 of OTA Agreement – Cedars-Sinai Medical Center Action
The administration recommends approval of this contract with Cedars-Sinai Medical Center in Los Angeles, 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 month of January 2011.
- 5.3 Acceptance of Bond Oversight Committee Annual Report of Activities 2010 Action
The administration recommends acceptance of the Bond Oversight Committee's Annual Report for 2010 as presented.
- *5.4 Adoption of Resolution No. 11-02 – Conflict of Interest Code Action
The administration recommends adoption of Resolution No. 11-02 – Conflict of Interest Code as presented.
- *5.5 Approval of Appointment for Measure E Citizens' Bond Oversight Committee Action
The administration recommends approval of the appointment of Ken Purcell as the Santa Ana College Foundation representative to the Citizens' Bond Oversight Committee for 2011 as presented.
- *5.6 Approval to Hire Vicenti, Lloyd & Stutzman LLP Action
The administration recommends approval of hiring Vicenti, Lloyd & Stutzman LLP for auditing services for the 2010-2011 fiscal year and authorization be given to the Vice Chancellor of Business Operations/ Fiscal Services to enter into the contract agreement on the district's behalf as presented.
- *5.7 Approval of Quarterly Financial Status Report (CCFS311Q) for Period Ended December 31, 2010 Action
The administration recommends approval of the CCFS-311Q for the period ending December 31, 2010, as presented.
- *5.8 Quarterly Investment Report as of December 31, 2010 Information
The quarterly investment report as of December 31, 2010, is presented as information.

- *5.9 Approval of Southland Industries – Science Building Review at Santiago Canyon College Action
The administration recommends approval of the Santiago Canyon College Science Center review proposal from Southland Industries as proposed.
- *5.10 Approval of Additional Architectural Services for Baseball Complex at Santa Ana College (SAC) Action
The administration recommends approval of additional services provided by LPA, Inc., in the amount of \$3,000 as presented.
- *5.11 Approval of Additional Fees for Construction Management Services for Child Development Center at Santa Ana College Action
The administration recommends approval of additional operating costs for Bernards Management Services as presented.
- *5.12 Approval of Agreement to Provide Civil Engineering Services at Santa Ana College Action
The administration recommends approval of the proposal from Luzuriaga-Taylor, Inc., for civil engineering services at SAC as presented.
- *5.13 Approval of Change Order #1 for Bid #1166 for Exterior Siding Replacement, Metal Work, and Painting at Centennial Education Center (CEC) Action
The administration recommends approval of change order #1 for Bid #1166 for Color New Company, Inc., for exterior siding replacement, metal work, and painting at CEC as presented.
- *5.14 Approval of Change Order #3 for Bid #1098 for Landscaping for the Child Development Center at Santa Ana College Action
The administration recommends approval of change order #3 for Nature Tech Landscaping, Inc., for Bid #1098 for landscaping for the Child Development Center at SAC as presented.
- *5.15 Approval of Notice of Completion for Bid #1098 for Child Development Center at Santa Ana College Action
The administration recommends approval of the notice of completion for landscaping of the Child Development Center at SAC as presented.
- *5.16 Approval of Notice of Completion for Bid #1102 for Child Development Center at Santa Ana College Action
The administration recommends approval of the notice of completion for roofing of the Child Development Center at SAC as presented.

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

- *5.17 Approval of Notice of Completion for Bid #1108 for Child Development Center at Santa Ana College Action
The administration recommends approval of painting of the Child Development Center at SAC as presented.
- *5.18 Approval of Notice of Completion for Bid #1121 for Child Development Center at Santa Ana College Action
The administration recommends approval of the notice of completion for structural steel of the Child Development Center at SAC as presented.
- *5.19 Approval of Notice of Completion for Bid #1124 for Child Development Center at Santa Ana College Action
The administration recommends approval of the notice of completion for HVAC of the Child Development Center at SAC as presented.
- *5.20 Approval of Notice of Completion for Bid #1165 for Roof Maintenance/Rain Gutter Repair at Centennial Education Center Action
The administration recommends approval of the notice of completion for roof maintenance/rain gutter repair at CEC as presented.
- *5.21 Approval of Notice of Completion for Bid #1166 for Exterior Siding Replacement, Metal Work, and Painting at Centennial Education Center Action
The administration recommends approval of the notice of completion for exterior siding replacement, metal work, and painting at CEC as presented.
- *5.22 Approval of Architect Change Order for Athletic/Aquatic Center at Santiago Canyon College (SCC) Action
The administration recommends approval of amending and increasing the Austin Company architectural agreement in the amount of \$245,421 as presented.
- *5.23 Approval of Architect Change Order for SCC Science Building (Bond funded portion) Action
The administration recommends approval of additional services in the amount of \$18,000 as presented.
- *5.24 Approval of Architect Change Order for SCC Science Building (State funded portion) Action
The administration recommends approval of additional services in the amount of \$18,000 as presented.

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

- *5.25 Approval of Change Order #1 for Bid #1134 for Landscaping for Santiago Canyon Road Entry and Parking Lot at Santiago Canyon College Action
The administration recommends approval of change order #1 for Bid #1134 for Sierra Landscaping Company, Inc., for landscaping for the Santiago Canyon Road Entry and parking lot at SCC as presented.
- *5.26 Approval of Change Order #1 for Bid #1136 for Concrete for Santiago Canyon Road Entry and Parking Lot at Santiago Canyon College Action
The administration recommends approval of change order #1 for Bid #1136 for Tidwell Concrete Construction for concrete for the Santiago Canyon Road Entry and parking lot at SCC as presented.
- *5.27 Approval of Change Order #1 for Bid #1139 for Electric for the Athletic/Aquatic Complex at Santiago Canyon College Action
The administration recommends approval of change order #1 for Bid #1139 for Dynalectric, Inc., for electric at the Athletic/Aquatic Complex at SCC as presented.
- *5.28 Approval of Notice of Completion for Bid #1053 for Science Building at Santiago Canyon College Action
The administration recommends approval of the notice of completion for earthwork at the science building at SCC as presented.
- *5.29 Approval of Notice of Completion for Bid #1057 for Science Building at Santiago Canyon College Action
The administration recommends approval of the notice of completion for thermal/moisture protection at the science building at SCC as presented.
- *5.30 Approval of Notice of Completion for Bid #1060 for Science Building at Santiago Canyon College Action
The administration recommends approval of the notice of completion for lab, casework, and fixtures at the science building at SCC as presented.
- *5.31 Approval of Notice of Completion for Bid #1062 for Science Building at Santiago Canyon College Action
The administration recommends approval of the notice of completion for fire protection installation at the science building at SCC as presented.
- *5.32 Approval of Notice of Completion for Bid #1068 for Science Building at Santiago Canyon College Action
The administration recommends approval of the notice of completion for passenger elevator installation at the science building at SCC as presented.

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

- *5.33 Approval of Notice of Completion for Bid #1076 for Science Building at Santiago Canyon College Action
The administration recommends approval of the notice of completion for glass/glazing of the science building at SCC as presented.
- *5.34 Approval of Rancho Santiago Community College District Strategic Technology Plan Action
The administration recommends approval of the Rancho Santiago Community College District Strategic Technology Plan as presented.
- *5.35 Approval of Lease Agreement with MelRok Corporation Action
The administration recommends approval of the lease agreement with MelRok Corporation and authorization be given to the Vice Chancellor of Business Operations/Fiscal Services to execute the agreement on behalf of the district.
- *5.36 Approval of Lease Agreement with Reazon Systems, Inc. Action
The administration recommends approval of the lease agreement with Reazon Systems, Inc. and authorization be given to the Vice Chancellor of Business Operations/Fiscal Services to execute the agreement on behalf of the district.
- *5.37 Ratification of Sub-Agreement of the Business & Entrepreneurship Center Leadership Grant, between RSCCD and Academic Project Solutions Action
The administration recommends ratification of the sub-agreement with Academic Project Solutions.
- *5.38 Approval of Bid #1170 – Purchase of Miscellaneous Science Equipment & Supplies – Partial Award Action
The administration recommends acceptance of bids and approval of awarding Fisher Scientific, Sargent Welch, Wards Natural Science, Carolina Biological, Frey Scientific, Parco Scientific, Science Kit & Boreal Labs, and Triarch Inc. for Bid #1170 – Purchase of Miscellaneous Science Equipment & Supplies – Partial Award as presented.
- *5.39 Approval of Sole Source Vendor for Perceptive Software, Inc. Action
The administration recommends declaring and approving Perceptive Software, Inc., as the sole source provider for document management products and services including future upgrades, additions, and enhancements as presented.
- *5.40 Approval of Surplus Property Action
The administration recommends declaring the listed equipment as surplus property and utilizing The Liquidation Company to conduct an auction as presented.

- *5.41 Approval of Donation of Surplus Items Action
The administration recommends approval of donations to Cypress School District, Orange Unified School District, Santa Ana Unified School District, Magnolia School District, and Garden Grove Unified School District as presented.
- *5.42 Approval of Purchase Orders Action
The administration recommends approval of the purchase order listing for the period January 4, 2011, through February 5, 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:
- | | |
|---|-----------|
| - Basic Skills Initiative (SAC & SCC) | \$655,131 |
| - Board Financial Assistance Program (BFAP) (SCC) | \$292,792 |
| - CalWORKS/TANF/Child Care (District/SAC/CEC/SCC) | \$418,304 |
| - Cooperative Agencies Resources for Education (CARE) (SAC) | \$ 60,043 |
| - Disabled Students Programs and Services (DSPS) (SCC) | \$334,425 |
| - Youth Entrepreneurship Program (YEP) – BEC (District) | \$ 90,000 |
| - Youth Entrepreneurship Program (YEP) - CITD (District) | \$ 90,000 |
| - Extended Opportunity Programs & Services (EOPS) (SAC) | \$992,848 |
| - Matriculation – Credit (SCC) | \$390,947 |
| - NOCCD – Digital Media Support Grant (SAC) | \$ 2,500 |
| - SBA/CSUF – SBDC (District) | \$602,365 |
- *6.2 Adoption of Resolution #11-01 in Support of Expedited Implementation of SB1440 – Student Transfer Achievement Act Action
The administration recommends adoption of Resolution #11-01 in support of SB 1440.
- *6.3 Adoption of Resolution #11-03 authorizing payment to Trustee Absent from Board Meetings Action
The resolution requests authorization of payment to Phillip Yarbrough for his absence from the February 7, 2011, board meeting due to a surgery procedure.
- *6.4 Adoption of Resolution #11-04 authorizing payment to Trustee Absent from Board Meetings Action
The resolution requests authorization of payment to Lisa Woolery for her absence from the February 7, 2011, board meeting due to a surgery procedure.

- 6.5 Reports from Board Committees Information
- Board Facilities Committee
 - Board Legislative Committee
 - Board Policy Committee

- 6.6 Review of Meetings with Councils and Boards of Local Cities and School Districts Information

- 6.7 Board Member Comments Information

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