

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
2323 North Broadway, #107
Santa Ana, CA 92706

Board of Trustees (Regular meeting)

Monday, July 23, 2012

MINUTES

1.0 PROCEDURAL MATTERS

1.1 Call to Order

The meeting was called to order at 4:42 p.m. by Mr. Phillip Yarbrough. Other members present were Ms. Arianna Barrios, Dr. David Chapel, Mr. John Hanna, Mr. Larry Labrado, Mr. Mark McLoughlin, and Mr. Ryan Ahari.

Administrators present during the regular meeting were Mr. John Didion, Mr. Peter Hardash, Dr. Erlinda Martinez, Dr. Raúl Rodríguez, and Mr. Juan Vázquez. Ms. Anita Lucarelli was present as record keeper.

1.2 Pledge of Allegiance to the United States Flag

The Pledge of Allegiance was led by Ms. Corinna Evett, Academic Senate President, Santiago Canyon College (SCC).

1.3 Approval of Additions or Corrections to Agenda

It was moved by Mr. Labrado, seconded by Mr. McLoughlin, and carried unanimously to approve a revised page and addendum for Item 3.1 (Management/Academic Personnel) and an addendum for Item 3.2 (Classified Personnel).

1.4 Public Comment

There were no public comments.

1.5 Approval of Minutes

It was moved by Mr. McLoughlin, seconded by Ms. Barrios, and carried unanimously to approve the minutes of the regular meeting held June 18, 2012.

1.6 Approval of Consent Calendar

It was moved by Mr. Labrado, seconded by Mr. Ahari, and carried unanimously to approve the recommended action on the following items as listed on the Consent Calendar (as indicated by an asterisk on the agenda), with the exception of Item 5.32 (Resolution No. 12-34 – Delegation of Authority to Award Informal Contracts) removed from the Consent Calendar by Mr. Yarbrough:

- 4.1 Approval of Amendment to Affiliation Agreement with QuickCAPTION
The board approved the amendment to the agreement with QuickCAPTION for real time computer aided captioning services for the 2012-2013 academic year.
- 4.2 Approval of Amendment to Affiliation Agreement with CRC Sign Language Interpreting Services
The board approved the amendment to the agreement with CRC Sign Language Interpreting Services for sign language interpreter services for the 2012-2013 academic year.
- 4.3 Approval of CJA Agreement Renewal – Adlerhorst International, Inc.
The board approved the agreement with Adlerhorst International, Inc., in Riverside, California.
- 4.4 Approval of OTA Agreement Renewal – Horizon Therapy Services
The board approved the agreement with Horizon Therapy Services in Rancho Cucamonga, California.
- 4.5 Approval of Amendment #1 to Pharmacy Technology Agreement - University of the Pacific
The board approved the amendment with the University of the Pacific in Stockton, California.
- 4.6 Approval of New OTA Agreement – Shoreline Healthcare
The board approved the agreement with Shoreline Healthcare in Long Beach, California.
- 4.7 Approval of Santa Ana College (SAC) Community Services Program, Fall 2012
The board approved the proposed SAC Community Services Program for Fall 2012.
- 4.8 Approval of Santiago Canyon College Community Services Program, Fall 2012
The board approved the proposed SCC Community Services Program for Fall 2012.
- 5.1 Approval of Payment of Bills
The board approved payment of bills as submitted.

1.6 Approval of Consent Calendar – (cont.)

- 5.2 Approval of Agreement with HMC Architects to Provide Professional Planning Services
The board approved the agreement with HMC Architects to provide professional planning services as presented.
- 5.3 Approval of Child Development Services HURTT Family Health Clinic Agreement
The board approved the agreement between HURTT Family Health Clinic and Rancho Santiago Community College District as presented.
- 5.4 Approval of Lease with St. Peter Evangelical Lutheran Church
The board approved the lease with St. Peter Evangelical Lutheran Church in Santa Ana for facilities to provide child care services as presented.
- 5.5 Approval of Increase to Architect Contract – Westberg+White, Inc.
The board approved the increase to the architect contract with Westberg+White, Inc., for revised geotechnical findings as presented.
- 5.6 Approval of Increase to Architect Contract – Westberg+White, Inc.
The board approved the increase to the architect contract with Westberg+White, Inc., for additional contracted services as presented.
- 5.7 Approval of Change Order #3 for Bid #1179 – Road Alignment/Cul-De-Sac and Parking Lot Expansion at Santa Ana College
The board approved change order #3 for Bid #1179 for Los Angeles Engineering Inc., for road alignment/cul-de-sac and parking lot expansion at SAC as presented.
- 5.8 Adoption of Resolution No. 12-35 – Concrete for Loop Road Extension at Santiago Canyon College
The board adopted Resolution No. 12-35 for Bid #1136 for Guy Yocom Construction, Inc., for concrete for the Loop Road Extension at SCC as presented.
- 5.9 Adoption of Resolution No. 12-36 –Landscaping for Loop Road Extension at Santiago Canyon College
The board adopted Resolution No. 12-36 for Bid #1134 for Tropical Plaza Nursery, Inc., for landscaping for the Loop Road Extension at SCC as presented.
- 5.10 Adoption of Resolution No. 12-37 – Notice of Intent to Dedicate Easements to City of Orange
The board adopted Resolution No. 12-37 giving Notice of Intent to Grant Easements to the City of Orange and schedule a public hearing on this resolution for August 20, 2012.

1.6 Approval of Consent Calendar – (cont.)

5.11 Adoption of Resolution No. 12-40 – Signalization Project at Santiago Canyon College

The board adopted Resolution No. 12-40 for Bid #1181 for Dynalectric for the signalization project at SCC as presented.

5.12 Adoption of Resolution No. 12-41 – Masonry for Athletic/Aquatic Complex at Santiago Canyon College

The board adopted Resolution No. 12-41 for Bid #1137 for Industrial Masonry, Inc., for masonry for the Athletic/Aquatic complex at SCC as presented.

5.13 Approval of Change Order for Infrastructure Projects at Santiago Canyon College

The board approved additional services in the amount of \$12,500 plus \$1,000 in reimbursable expenses to LPA, Inc., as presented.

5.14 Approval of Change Order #1 for Bid #1134 – Landscaping for Humanities Building at Santiago Canyon College

The board approved change order #1 for Bid #1134 for Tropical Plaza Nursery, Inc., for landscaping for the Humanities building at SCC as presented.

5.15 Approval of Change Order #1 for Bid #1140 – Plumbing for Santiago Canyon Road Entry and Parking Lot at Santiago Canyon College

The board approved change order #1 for Bid #1140 for Interpipe Construction, Inc., for plumbing for the Santiago Canyon Road Entry and Parking Lot at SCC as presented.

5.16 Approval of Change Order #4 for Bid #1136 – Concrete for Humanities Building at Santiago Canyon College

The board approved change order #4 for Bid #1136 for Guy Yocom Construction, Inc., for concrete for the Humanities Building at SCC as presented.

5.17 Approval of Change Order #5 for Bid #1138 – Structural Steel for Humanities Building at Santiago Canyon College

The board approved change order #5 for Bid #1138 for Blazing Industrial Steel Inc., for structural steel for the Humanities building at SCC as presented.

5.18 Approval of Change Order #3 for Bid #1139 – Electricity for Loop Road Extension at Santiago Canyon College

The board approved change order #1 for Bid #1140 for Interpipe Construction, Inc., for electricity for the Loop Road Extension at SCC as presented.

1.6 Approval of Consent Calendar – (cont.)

5.19 Approval of Change Order #6 for Bid #1139 – Electricity for Humanities Building at Santiago Canyon College

The board approved change order #6 for Bid #1139 for Dynalectric for electricity for the Humanities building at SCC as presented.

5.20 Approval of Change Order #8 for Bid #1139 – Electricity for Athletic/Aquatic Complex at Santiago Canyon College

The board approved change order #8 for Bid #1139 for Dynalectric, Inc., for electricity for the Athletic/Aquatic complex at SCC as presented.

5.21 Approval of Change Order #4 for Bid #1141 – HVAC for Humanities Building at Santiago Canyon College

The board approved change order #4 for Bid #1141 for West Tech Mechanical for HVAC for the Humanities building at SCC as presented.

5.22 Approval of Change Order #3 for Bid #1144 – Roofing for Athletic/Aquatic Complex at Santiago Canyon College

The board approved change order #3 for Bid #1144 for Troyer Contracting Co., Inc., for roofing for the Athletic/Aquatic complex at SCC as presented.

5.23 Approval of Change Order #2 for Bid #1146 – Framing and Elevators for Athletic/Aquatic Complex at Santiago Canyon College

The board approved change order #2 for Bid #1146 for Inland Building Construction for framing and elevators for the Athletic/Aquatic complex at SCC as presented.

5.24 Approval of Change Order #5 for Bid #1146 – Framing and Elevators for Humanities Building at Santiago Canyon College

The board approved change order #5 for Bid #1146 for Inland Building Construction Co., for framing and elevators for the Humanities building at SCC as presented.

5.25 Approval of Change Order #7 for Bid #1147 – Interiors for Humanities Building at Santiago Canyon College

The board approved change order #7 for Bid #1147 for Inland Empire Architectural Specialties for interiors for the Humanities building at SCC as presented.

5.26 Approval of Change Order #2 for Bid #1148 – Flooring for Athletic/Aquatic Complex at Santiago Canyon College

The board approved change order #2 for Bid #1148 for Continental Flooring, Inc., for flooring for the Athletic/Aquatic complex at SCC as presented.

1.6 Approval of Consent Calendar – (cont.)

5.27 Approval of Outsource Technical Contract for 2012-2013

The board approved hiring Outsource Technical Contract programmers for the 2012-2013 fiscal year as presented.

5.28 Approval of Raubolt Consulting Services, Inc., Agreement

The board approved the consulting agreement from Raubolt Consulting Services, Inc., as presented.

5.29 Approval of Change Order #1 for Bid #1183 for Video Surveillance System

The board approved change order #1 for Bid #1183 for IES Commercial, Inc., for the district-wide video surveillance system as presented.

5.30 Acceptance and Awarding of Bid #1195 – Cisco SMARTnet and VOIP Maintenance Service

The board accepted the bids and approved awarding Bid #1195-Cisco SMARTnet and VOIP Maintenance Service to INX LLC, A Presidio Company, and any future renewals as presented.

5.31 Approval of CMAS Contract #4-12-71-0130A and #4-12-71-1030B to Nova Solutions, Inc.

The board approved the district's participation in CMAS contracts #4-12-71-0130A and #4-12-71-0130B awarded to Nova Solutions, Inc., through March 31, 2017, and any future renewals and extensions as presented.

5.33 Approval of Purchase Orders

The board approved the purchase order listing for the period June 3, 2012, through June 28, 2012.

5.34 Approval of Agreement for Special Services – Atkinson, Andelson, Loya, Ruud & Romo

The board authorized the Vice Chancellor of Business Operations/Fiscal Services or his designee to renew the proposed Special Services agreement between Rancho Santiago Community College District and Atkinson, Andelson, Loya, Ruud & Romo for the period of July 1, 2012, through June 30, 2013, as presented.

6.1 Approval of Resource Development Items

The board approved budgets, accepted grants, and authorized the chancellor or his designee to enter into related contractual agreements on behalf of the district for the following:

- Business & Entrepreneurship Center (District) \$ 205,000
- Business & Entrepreneurship Center (BEC) HUB (District) \$ 100,000
- Business & Entrepreneurship Center Statewide Leadership (District) \$ 172,500

1.6 Approval of Consent Calendar – (cont.)

6.1 Approval of Resource Development Items – (cont.)

- Career and Technical Education Act (CTEA) Title I-C (District/SAC/SCC)	\$1,488,234
- Career and Technical Education Act (CTEA) Transitions (SAC/SCC)	\$ 98,778
- Center for International Trade Development – (District)	\$ 205,000
- Enrollment Growth for Nursing ADN Programs, Year 1 (SAC)	\$ 135,287
- Saint Joseph Hospital Clinical Training Grant (SAC)	\$ 123,691
- Santa Ana Middle College High School (SAC)	\$ 84,153
- Song-Brown Health Care Workforce Training Act – Registered Nurse Education: Capitation ADN Funding (SAC)	\$ 120,000
- Song-Brown Health Care Workforce Training Act – Registered Nurse Education: Special Program (SAC)	\$ 105,000

6.2 Approval of Sub-Agreements between RSCCD and Bakersfield College, Cañada College, Chabot College, Glendale College, Lassen Community College, Los Angeles City College, Los Angeles Harbor College, Mendocino College, Saddleback College, Solano Community College, and Southwestern College

The board approved the sub-award agreements and authorized the Vice Chancellor, Business Operations/Fiscal Services or his designee to sign the agreements on behalf of the district.

6.3 Adoption of Resolution No. 12-38 – California Department of Education (CSPP-2341)

The board adopted the resolution agreement with the California Department of Education and authorized the chancellor or his designee to sign the agreement on behalf of the district.

6.4 Adoption of Resolution No. 12-39 – California Department of Education (CCTR-2172)

The board adopted the resolution agreement with the California Department of Education and authorized the chancellor or his designee to sign the agreement on behalf of the district.

6.5 Adoption of Resolution No. 12-42 regarding Emergency Closure of Centennial Education Center (CEC) Child Development Center

The board adopted the resolution certifying the Child Development Center was closed due to an emergency on June 8, 11, and 12, 2012.

1.6 Approval of Consent Calendar – (cont.)

6.6 Approval of Amendment to Independent Contractor Agreement with International Consortium for Educational and Economic Development (ICEED)

The board approved the amendment and authorized the Vice Chancellor of Business Operations/Fiscal Services or his designee to sign the amendment on behalf of the district.

6.7 Approval of Extension of Consulting Services – Townsend Public Affairs, Inc.

The board approved the Supplement to Contract for Consulting Services (#2) with Townsend Public Affairs, Inc., as presented.

2.0 INFORMATIONAL ITEMS AND ORAL REPORTS

2.1 Report from Chancellor

Dr. Raúl Rodríguez, Chancellor, provided a report to the board.

2.2 Reports from College Presidents

The following college presidents provided reports to the board:

Dr. Erlinda Martinez, President, Santa Ana College
Mr. Juan Vázquez, President, Santiago Canyon College

2.3 Report from Student Trustee

Mr. Ryan Ahari provided a report to the board.

2.4 Reports from Student Presidents

The following student representatives provided reports to the board on behalf of the Associated Student Government (ASG) organizations:

Ms. Carmen Herrera, Student Treasurer, Santiago Canyon College
Ms. Edna Tobias, Student President, Santa Ana College

2.5 Reports from Academic Senate Presidents

The following academic senate presidents provided reports to the board:

Ms. Corinna Evett, Academic Senate President, Santiago Canyon College
Mr. Raymond Hicks, Academic Senate President-elect, Santa Ana College

RECESS TO CLOSED SESSION

The board convened into closed session at 5:22 p.m. to consider the following items:

1. Public Employment (pursuant to Government Code Section 54957[b][1])
 - a. Full-time Faculty
 - b. Part-time Faculty
 - c. Administrators/Supervisors
 - d. Classified Staff
 - e. Student Workers
 - f. Professional Experts

2. Existing Litigation (pursuant to Government Code Section 54956.95):

Nathaniel Ames v. Rancho Santiago Community College District et al, Orange County Superior Court Case No. 30-2010-00416323

Barraza & Sons Heavy Equipments, Inc v. Mepco Services, Inc., Rancho Santiago Community College District, Hartford Fire Insurance Company et al, Orange County Superior Court Case No. 30-2012-00572214

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 Organization: California School Employees Association, Chapter 888
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

The board reconvened at 6:29 p.m.

Closed Session Report

Ms. Barrios reported the board discussed the aforementioned items, and the board voted unanimously to approve the suspension of Ms. Imelda Bernal, Administrative Clerk, for five days.

Public Comment

There were no public comments.

3.0 HUMAN RESOURCES

3.1 Management/Academic Personnel

It was moved by Mr. Labrado, seconded by Mr. McLoughlin, and carried unanimously to approve the following action on the management/academic personnel docket:

- Approve Revised Job Descriptions/Changes of Titles
- Approve Changes of Titles
- Approve Changes of Assignments
- Approve Interim Assignments
- Approve Extensions of Interim Assignments
- Approve 2012-2013 Cabinet Administrator Step Increases
- Approve 2012-2013 CDC Chapter 888 Contract Assistant Director Stipends
- Approve 2011-2012 CEFA Permanent Part-time Hourly Salary Schedules
- Approve 2012-2013 CEFA Permanent Part-time Hourly Salary Schedules
- Approve 2012-2013 FARSCCD Contract Extension Days
- Approve 2012-2013 FARSCCD Contract & Part-time Athletic Coaching Stipends
- Approve 2012-2013 FARSCCD 192/225 Day Faculty Coordinator Assignments/Stipends
- Approve Additional 2011-2012 and 2012-2013 FARSCCD Contract Salary Step Increases
- Approve Appointments
- Approve Rehiring of Temporary Employees per E.C. 87470
- Approve Changes of Assignments
- Approve Return to Regular Assignments
- Approve Voluntary Workload Reductions for CDC Chapter 888
- Approve Additional 2011-2012 Contract Extension Days
- Approve Leaves of Absence
- Approve Beyond Contract/Overload Stipends
- Approve Part-time Hourly Hires/Rehires
- Approve Non-paid Instructors of Record
- Approve Non-paid Intern Services

3.2 Classified Personnel

It was moved by Mr. Labrado, seconded by Mr. McLoughlin, and carried unanimously to approve the following action on the classified personnel docket:

- Approve New Classifications
- Approve Revised Job Descriptions
- Approve Miscellaneous Pay Schedules 2012-2013
- Approve New Appointments
- Approve Hourly On Going to Contract Assignments

3.2 Classified Personnel – (cont.)

- Approve Longevity Increments
- Approve Out of Class Assignments
- Approve Changes in Positions
- Approve Changes in Salary Placements
- Approve Leaves of Absence
- Ratify Resignations/Retirements
- Rescind Ratification of Resignations/Retirements
- Approve Temporary Assignments
- Approve Changes in Temporary Assignments
- Approve Additional Hours for On Going Assignments
- Approve Substitute Assignments
- Approve Miscellaneous Positions
- Approve Instructional Associates/Associate Assistants
- Approve Community Service Presenters and Stipends
- Approve Volunteers
- Approve Student Assistant Lists & Stipends

3.3 Approval of Agreement with Liebert Cassidy Whitmore for Management Training and Legal Services

It was moved by Mr. Labrado, seconded by Mr. McLoughlin, and carried unanimously to authorize the chancellor to renew the agreement for the 2012-2013 fiscal year.

3.4 Approval to Accept Amendment to Retention Agreement

It was moved by Mr. Labrado, seconded by Mr. McLoughlin, and carried unanimously to approve the Amendment to Retention Agreement with The Wright Group.

3.5 Authorization for Board Travel/Conferences

It was moved by Mr. McLoughlin and seconded by Mr. Labrado to approve the submitted conference and travel by Student Trustee Ryan Ahari. Discussion ensued. The motion carried with one nay vote from Dr. Chapel.

4.0 INSTRUCTION

All items were approved as part of Item 1.6 (Consent Calendar).

5.0 BUSINESS OPERATIONS/FISCAL SERVICES

Items 5.1 through 5.31, 5.33, and 5.34 were approved as part of Item 1.6 (Consent Calendar).

5.32 Adoption of Resolution No. 12-34 – Delegation of Authority to Award Informal Contracts

It was moved by Mr. Labrado and seconded by Ms. Barrios to adopt Resolution No. 12-34 that delegates the authority to award informal contracts to the Chancellor, Executive Vice Chancellor of Human Resources and Educational Services, and Vice Chancellor of Business Operations and Fiscal Services as presented. Discussion ensued. The motion carried unanimously.

6.0 GENERAL

Items 6.1 through 6.7 were approved as part of Item 1.6 (Consent Calendar).

6.8 Appointment of a RSCCD Community Representative (2012-2013) to the Orange County Community Colleges Legislative Task Force (OCCCLTF)

It was moved by Ms. Barrios, seconded by Mr. McLoughlin, and carried unanimously to appoint Mr. Brian Conley as the RSCCD community representative to serve on the 2012-2013 task force.

6.9 Reports from Board Committees

Mr. Labrado provided a report on the July 23, 2012, Board Facilities Committee meeting.

6.10 Board Member Comments

Mr. Hanna reported that the Board Policy Committee plans to meet in August to review the board's self-evaluation instrument and various board policies.

Mr. Hanna asked if there had been any inquiries regarding trustee travel expenses. Dr. Rodríguez indicated there had not been inquiries at this time, but information would be provided upon request. It was noted that Dr. Chapel had previously requested the estimated expense of board travel be listed on the docket item.

Mr. Yarbrough asked for an updated report on the district's medical liability expenses.

Mr. Yarbrough reported he recently spoke with Supervisors John Moorlach, Bill Campbell, and Patricia Bates of the Orange County Board of Supervisors regarding economic development.

6.10 Board Member Comments – (cont.)

Mr. Yarbrough reported he plans to share the recent bond information acquired by RSCCD with Mr. Timothy Surrige, President, Orange Unified School District Board of Education.

Mr. Yarbrough gave brief reports on the Redevelopment Oversight board meetings he recently attended.

Mr. Yarbrough reported he and Mr. Ahari recently attended Congresswoman Loretta Sanchez' Higher Education Advisory Board Meeting.

7.0 ADJOURNMENT

The next regular meeting of the Board of Trustees will be held on August 20, 2012.

There being no further business, Mr. Yarbrough declared this meeting adjourned at 6:42 p.m.

Respectfully submitted,

Raúl Rodríguez, Ph.D.
Chancellor

Approved: _____
Clerk of the Board

Minutes approved: August 20, 2012