

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
Board of Trustees (Regular meeting)
Monday, December 6, 2010
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

SWEARING-IN CEREMONY AND RECEPTION

4:30 p.m.

1.0 PROCEDURAL MATTERS

1.1 Call to Order

1.2 Recognition of Margaret Pashko, Sempra Energy Companies
Recognition of SAC students/staff of *el Don* student newspaper

1.3 Presentation of District Annual Financial Audit

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 – Special meeting of November 8, 2010
Regular meeting of November 15, 2010 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.

2.0 BOARD ORGANIZATION

- 2.1 Annual Board Organization Action
Board Policy #9013 requires that the board take specific actions at its annual organizational meeting:
-Election of Board Officers (President, Vice President, and Clerk) for the 2010-11 year
-Designation of secretary and assistant secretary
-The President of the Board shall appoint members and chairs to the following board committees:
- Facilities Committee
- Fiscal and Audit Review Committee
- Legislative Committee
- Policy Committee
-The President of the Board shall appoint representatives to the the following organizations:
- RSCCD Foundation
- Orange County Legislative Task Force
- Orange County School Boards Association
- Nominating Committee on School District Organization
-Adoption of schedule of meeting dates for 2011 (attached)
-Reaffirmation of Board Policy #3211 - Investments (attached)
-Reaffirmation of Board Policy #9002 - Statement of Ethical Conduct (attached)
-Reaffirmation of Board Policy #9011 - Conferences and meetings (attached)

3.0 INFORMATIONAL ITEMS AND ORAL REPORTS

- 3.1 Report from the Chancellor
3.2 Reports from College Presidents
 - Enrollment
 - Facilities
 - College activities
 - Upcoming events

- 3.3 Report from Student Trustee
- 3.4 Reports from Student Presidents
 - Student activities
- 3.5 Reports from Academic Senate Presidents
 - Senate meetings
- 3.6 Presentation on SB 1440 – California Community Colleges: Student Transfers

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. Classified Staff
 - d. Student Workers
 - e. Professional Experts
 - f. Educational Administrator Appointments
 - (1) Administrative Dean
 - (2) Associate Dean
 - (3) Associate Dean
 - (4) Director
 - (5) Vice President
 - g. Other Educational and Classified Administrators
- 2. **Public Employee Performance Evaluation (pursuant to Government Code Section 54957)**
 - a. Chancellor
- 3. **Public Employee Discipline/Dismissal/Release (pursuant to Government Code Section 54957[b][1])**

RECONVENE

Issues discussed in Closed Session (Board Clerk)

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.

4.0 HUMAN RESOURCES

- 4.1 Management/Academic Personnel Action
- Ratification of Resignations/Retirements
 - Approval of Hiring of Long-term Substitute/Temporary Employees per E.C. 87482
 - Approval of Leaves of Absence
 - Approval of Stipends
 - Approval of Part-time/Hourly Hires/Rehires
 - Approval of Non-paid Intern Services
- 4.2 Classified Personnel Action
- Approval of New Appointments
 - Approval of Temporary to Contract Assignments
 - Approval of Changes in Position
 - Approval of Leaves of Absence
 - Ratification of Resignations/Retirements
 - Approval of 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' Stipends
 - Approval of Volunteers
 - Approval of Student Assistant Lists
- 4.3 Approval of Credit Instructional Calendar for 2011-2012 Action
The administration recommends approval of the 2011-2012 Credit Instructional Calendar.
- 4.4 Authorization for Board Travel/Conferences Action

5.0 INSTRUCTION

- *5.1 Approval and Certification of New Noncredit Courses for Santa Ana College School of Continuing Education Action
The administration recommends approval and certification of the list of new noncredit courses for submission to the State Chancellor's Office and adding the courses to Santa Ana College's Noncredit Course Inventory.

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

- *5.2 Approval of Nursing Agreement Amendment – La Amistad Family Health Center, Without Instructor Action
The administration recommends approval of this clinical affiliation Agreement with La Amistad Family Health Center.
- *5.3 Approval of Nursing Agreement Amendment – St. Joseph Hospital of Orange, Without Instructor Action
The administration recommends approval of this clinical agreement with St. Joseph Hospital of Orange.
- *5.4 Approval of Nursing Agreement Amendment – St. Joseph Hospital of Orange, With Instructor Action
The administration recommends approval of this clinical affiliation agreement with St. Joseph Hospital of Orange.
- *5.5 Approval of Nursing Agreement Amendment – On-site Associate Degree Nursing Program with St. Joseph Hospital of Orange Action
The administration recommends approval of this clinical affiliation agreement with On-site Associate Degree Nursing Program with St. Joseph Hospital of Orange.
- *5.6 Approval of Agreement Amendment – Western Medical Center Santa Ana Action
The administration recommends approval of this clinical affiliation agreement amendment with Western Medical Center Santa Ana.
- *5.7 Approval of Amendment to Existing OTA Agreement – Torrance Memorial Medical Center Action
The administration recommends approval of this amendment to the agreement with Torrance Memorial Medical Center in Torrance, California.
- *5.8 Approval of New OTA Agreement – BIG FUN Therapy Action
The administration recommends approval of this agreement with BIG FUN Therapy in Culver City, California.
- *5.9 Approval of Criminal Justice Academies Agreement Renewal: County of Orange Action
The administration recommends approval of this renewal agreement with the County of Orange in Santa Ana, California.
- *5.10 Approval of New OTA Agreement – Ventura County Office of Education Action
The administration recommends approval of this agreement with Ventura County Office of Education in Ventura, California.

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

6.0 BUSINESS OPERATIONS/FISCAL SERVICES

- *6.1 Approval of Payment of Bills Action
The administration recommends payment of bills as submitted.
- *6.2 Receive the District Audit Report for Fiscal Year ended June 30, 2010 Action
The administration recommends receiving and accepting the Rancho Santiago Community College District Audit Report for the fiscal year ended June 30, 2010, as presented.
- *6.3 Approval of Appointments for Measure E Citizens' Bond Oversight Committee Action
The administration recommends approval of the appointment/reaffirmation of the Citizens' Bond Oversight Committee for 2011 as presented.
- *6.4 Approval of Consulting Services – The Dolinka Group Action
The administration recommends approval of the agreement for consulting services of The Dolinka Group as presented.
- *6.5 Approval of Extension of Consulting Services – Facilities Planning & Program Services, Inc. Action
The administration recommends approval of the extension of the consulting services agreement for Facilities Planning & Program Services, Inc., as presented through June 30, 2011.
- *6.6 Approval of Change Order #8 - Bid #1097 – General Construction for Child Development Center at Santa Ana College (SAC) Action
The administration recommends approval of change order #8 for Bid #1097 for ISEC, Inc., for general construction at the Child Development Center at SAC as presented.
- *6.7 Approval of Change Order #3 – Bid #1100 for Concrete for Child Development Center at Santa Ana College Action
The administration recommends approval of change order #3 for Bid #1100 for Micon Construction, Inc., for concrete for the Child Development Center at SAC as presented.
- *6.8 Approval of Change Order #2 – Bid #1102 for Roofing and Solar Systems at Child Development Center at Santa Ana College Action
The administration recommends approval of change order #2 for Bid #1102 for Peterson Dean Roofing and Solar Systems for roofing at the Child Development Center at SAC as presented.

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

- *6.9 Approval of Change Order #4 – Bid #1124 for HVAC at Child Development Center at Santa Ana College Action
The administration recommends approval of Change Order #4 for APEX Construction, Inc., for Bid #1124 for HVAC at the Child Development Center at SAC as presented.
- *6.10 Approval of Change Order #8 – Bid #1129 for Electrical at Child Development Center at Santa Ana College Action
The administration recommends approval of change order #8 for Bid #1129 for EMAE International, Inc., for electrical at the Child Development Center at SAC as presented.
- *6.11 Approval of Change Order #7 - Bid #1055 for Concrete for Science Building (State Portion) at Santiago Canyon College (SCC) Action
The administration recommends approval of change order #7 for Bid #1055 for Angeles Contractor, Inc., for concrete at the science building (state portion) at SCC as presented.
- *6.12 Approval of Change Order #6 - Bid #1058 for Interior Systems for Science Building (Bond Portion) at Santiago Canyon College Action
The administration recommends approval of change order #6 for Bid #1058 for Angeles Contractor, Inc., for interior systems for the science building (bond portion) at SCC as presented.
- *6.13 Approval of Change Order #7 - Bid #1058 for Interior Systems for Science Building (State Portion) at Santiago Canyon College Action
The administration recommends approval of change order #7 for Bid #1058, for Angeles Contractor, Inc., for interior systems for the science building (state portion) at SCC as presented.
- *6.14 Approval of Change Order #1 for Bid #1066 for Structural Steel for Science Building (Bond Portion) at Santiago Canyon College Action
The administration recommends approval of change order #1 for Bid #1066 for McMahon Steel, Inc., for structural steel for the science building (bond portion) at SCC as presented.
- *6.15 Approval of Change Order #1 – Bid #1066 for Structural Steel for Science Building (State Portion) at Santiago Canyon College Action
The administration recommends approval of change order #1 for Bid #1066 for McMahon Steel, Inc., for structural steel for the science building (state portion) at SCC as presented.

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

- *6.16 Approval of Change Order #1 – Bid #1139 for Electric for Santiago Canyon Road Entry and Parking Lot at Santiago Canyon College Action
The administration recommends approval of change order #1 for Bid #1139 for Dynalectric for electric for the Santiago Canyon Road entry and parking lot at SCC as presented.
- *6.17 Approval of Plan Net Consulting Agreement Action
The administration recommends approval of the consulting agreement from Plan Net Consulting in the amount of \$24,000 as presented.
- *6.18 Approval of CMAS Contract to Mohawk Resources, Ltd. Action
The administration recommends approval of the District's use of CMAS Contract #4-04-49-002B, including renewals and extensions awarded to Mohawk Resources, Ltd. as presented.
- *6.19 Approval of Foundation for California Community Colleges Office Supplies Contract Action
The administration recommends approval of the District piggybacking on the Foundation for California Community Colleges Contract #CB10-108 from Bid #10-003 for office supplies to Office Depot, Inc., as presented.
- *6.20 Approval of Donation of Surplus Items Action
The administration recommends approval of donations to Garden Grove Unified School District, Orange Unified School District, and Vietnamese Community of Orange County, Asian Health Center.
- *6.21 Approval of Surplus Property Action
The administration recommends declaration of equipment as surplus property and utilization of The Liquidation Company to conduct an auction as presented.
- *6.22 Approval of Donation of Surplus Pumper Action
The administration recommends approval of the donation of the 1986 Hush pumper to the Southwestern College Fire Technology Program as presented.
- *6.23 Approval of Independent Contractors Action
The administration recommends approval of the following independent contractor: Cara Lockwood for consulting services for the Early Headstart Program and mentor coaching and coordination to newly-funded Mentor Coordination project for Child Development Services. Dates of service are December 7, 2010, through September 29, 2011. The fee is estimated at \$35,100.

- *6.24 Approval of Purchase Orders Action
The administration recommends approval of the purchase order listing for the period November 1, 2010, through November 12, 2010.

7.0 GENERAL

- *7.1 Approval of Resource Development Items Action
The administration recommends approval of budgets, acceptance of grants, and authorization of the chancellor or his designee to enter into related contractual agreements on behalf of the district for the following:
- California Early Childhood Mentor Program (District) \$ 1,550
 - Center for International Trade Development (District) \$ 16,727
 - Network for a Healthy California (District) \$106,456

- *7.2 Adoption of Revisions to Board Policy 3503 – Selection of Architects and Board Policy 9009 – Committee Structure Action
It is recommended the board adopt revisions to Board Policy 3503 and Board Policy 9009.

- *7.3 Board of Trustees Continuous Improvement Process – Review and Receive RSCCD Annual Reports Action
The administration recommends the board review and receive the 2009-2010 annual reports of Human Resources, Business Operations/Fiscal Services, and Public Affairs and Governmental Relations.

- *7.4 Approval of Contract for Consultant Services with Townsend Public Affairs, Inc. Action
It is recommended the board approve the contract for consulting services with Townsend Public Affairs, Inc., as presented.

- 7.5 Reports from Board Committees Information
 - Board Facilities Committee

- 7.6 Board Member Comments Information

- 8.0 ADJOURNMENT** - The next regular meeting of the Board of Trustees will be announced after the 2011 board meeting calendar is approved. The meeting will be held at the District Office at 2323 North Broadway, Room #107, in Santa Ana, California.

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