

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
Board of Trustees (Regular meeting)
Monday, December 8, 2014
2323 North Broadway, #107
Santa Ana, CA 92706

District Mission

The mission of the Rancho Santiago Community College District is to provide quality educational programs and services that address the needs of our diverse students and communities.

The mission of Santa Ana College is to be a leader and partner in meeting the intellectual, cultural, technological, and workforce development needs of our diverse community. Santa Ana College provides access and equity in a dynamic learning environment that prepares students for transfer, careers and lifelong intellectual pursuits in a global community.

Santiago Canyon College is an innovative learning community dedicated to intellectual and personal growth. Our purpose is to foster student success and to help students achieve these core outcomes: to learn, to act, to communicate and to think critically. We are committed to maintaining standards of excellence and providing accessible, transferable, and engaging education to a diverse community.

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

INSTALLATION CEREMONY AND RECEPTION

4:30 p.m.

1.0 PROCEDURAL MATTERS

1.1 Call to Order

1.2 Presentation of District Annual Financial Audit

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 November 17, 2014 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 BOARD ORGANIZATION

2.1 Annual Board Organization

Action

Board Policy 2305 (attached) requires that the board take specific actions at its annual organizational meeting:

- Election of Board Officers (President, Vice President, and Clerk) for the 2014-15 year
- Designation of secretary and assistant secretary
- The President of the Board shall appoint members and chairs to following board committees:
 - Facilities Committee
 - Fiscal and Audit Review Committee
 - Legislative Committee
 - Policy Committee
 - Safety & Security Committee
- The President of the Board shall appoint representatives to the the following organizations:
 - RSCCD Foundation
 - Orange County Community College Legislative Task Force
 - Orange County School Boards Association
 - Nominating Committee on School District Organization
- Adoption of schedule of meeting dates for 2015 (attached)
- Reaffirmation of Board Policy 2200 – Board Duties and Responsibilities (attached)
- Reaffirmation of Board Policy 2715 – Code of Ethics/Standards of Practice (attached)
- Reaffirmation of Board Policy 2735 – Board Member Travel (attached)
- Reaffirmation of Board Policy 6320 - Investments (attached)
- Designation of specific days, weeks or months of observance, which relate to the educational mission of the district (attached)

3.0 INFORMATIONAL ITEMS AND ORAL REPORTS

3.1 Report from the Chancellor

- Accreditation

3.2 Reports from College Presidents

- Accreditation
- 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

4.0 INSTRUCTION

- *4.1 Approval of New Diesel Technology Instructional Services Agreement - SSA Marine Action
The administration recommends approval of the contract with SSA Marine in Seattle, Washington.
- *4.2 Approval of New Courses and New Programs for 2015-2016 Santa Ana College (SAC) Catalog Action
The administration recommends approval of the new courses and new programs for the 2015-2016 SAC catalog.
- *4.3 Approval of New Courses and New Programs for 2015-2016 Santiago Canyon College (SCC) Catalog Action
The administration recommends approval of the new courses and new programs for the 2015-2016 SCC catalog.
- *4.4 Approval of Student Equity Plans for Santa Ana College and Santiago Canyon College Action
The administration recommends approval of the Student Equity Plans for SAC and SCC as presented.
- *4.5 Acceptance of Professor Brian Kehlenbach's Sabbatical Leave Report Action
The administration recommends acceptance of Dr. Kehlenbach's Sabbatical Leave Report.
- *4.6 Acceptance of Professor Rosa Salazar de la Torre's Sabbatical Leave Report Action
The administration recommends acceptance of Professor Salazar de la Torre's Sabbatical Leave Report.
- *4.7 Acceptance of Professor Irene Soriano's Sabbatical Leave Report Action
The administration recommends acceptance of Professor Soriano's Sabbatical Leave Report.
- *4.8 Acceptance of Professor Patricia Waterman's Sabbatical Leave Report Action
The administration recommends acceptance of Professor Waterman's Sabbatical Leave Report.
- *4.9 Approval of Renewal Agreement with Santa Ana Beauty Academy to operate Santiago Canyon College Cosmetology Program Action
The administration recommends approval of the Santa Ana Beauty Academy renewal contract to allow SCC to continue offering the cosmetology, esthetician, and barbering program.

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

- *4.10 Approval of Consulting Agreement with Cynosure New Media, Inc. Action
The administration recommends approval of the consulting agreement with Cynosure New Media, Inc. effective January 5, 2015, through May 5, 2015, to allow for the phasing in of the development of the system.

- *4.11 Approval of Renewal Agreement with Sheraton Cerritos for Los Angeles/Orange County Regional Consortia monthly meetings from January 2015 to June 2015 Action
The administration recommends approval of the Sheraton Cerritos contract for the Los Angeles-Orange County Regional Consortia (January, February, April, May, June 2015) monthly meetings.

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 Conflict of Interest Code – 2014 Action
The administration recommends approval of Appendix A-1 and A-2 of the Rancho Santiago Community College District (RSCCD) Conflict of Interest Code as presented.

- *5.3 Receive and Accept District Audit Reports for Fiscal Year Ended June 30, 2014 Action
The administration recommends the board receive and accept the RSCCD audit reports for the fiscal year ended June 30, 2014, as presented.

- *5.4 Approval to Hire Independent Audit Firm Action
The administration recommends approval of hiring Vavrinek, Trine, Day & Co., LLP for auditing services for the 2014-2015 fiscal year audit 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.

- *5.5 Approval of Lease Agreement with Spectrum Knowledge Action
The administration recommends approval of the lease agreement with Spectrum Knowledge and authorization be given to the Vice Chancellor of Business Operations/Fiscal Services to execute the agreement on behalf of the district as presented.

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

- *5.6 Approval of Agreement with Margaret Williams, LLC for On-Call Move Management Consulting Services Districtwide Action
The administration recommends approval of the agreement with Margaret Williams, LLC for on-call move management consulting services district-wide as presented.
- *5.7 Award of Bid #1247 for Parking Lot Resurfacing at District Operations Center Action
The administration recommends awarding Bid #1247 to Bostick Company, Inc. as presented.
- *5.8 Approval of Amendment with Cumming Corporation for Project Management Services for Santa Ana College Projects and Santiago Canyon College Projects Action
The administration recommends approval of the amendment with Cumming Corporation for project management services for SAC and SCC projects as presented.
- *5.9 Approval of Agreement with Engineering Alignment Systems, Inc. for On-Call Structural Engineering Services for Santa Ana College and District Facilities Action
The administration recommends approval of the agreement with Engineering Alignment Systems, Inc. for on-call structural engineering services at SAC and district facilities as presented.
- *5.10 Approval of Agreement with 3QC, Inc. for Commissioning Services for Central Plant Project at Santa Ana College Action
The administration recommends approval of the agreement with 3QC, Inc. for commissioning services for the central plant, infrastructure and mechanical upgrades projects at SAC as presented.
- *5.11 Approval of Amendment with Linik Corporation for Project Management Services for Santa Ana College Projects Action
The administration recommends approval of the amendment with Linik Corporation for project management services for SAC projects as presented.
- *5.12 Approval of Amendment to Agreement with Ninyo & Moore for Materials Testing and Inspection Consulting Services for Planetarium, Parking Lot 11, and Temporary Village at Santa Ana College Action
The administration recommends approval of the amendment to the agreement with Ninyo & Moore for materials testing and inspection consulting services for the planetarium, parking lot 11, and temporary village at SAC as presented.

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

- *5.13 Approval of Agreement with HPI Architecture for Professional Design Services for Orange Education Center (OEC) at Santiago Canyon College Action

The administration recommends approval of the agreement with HPI Architecture for professional design services for OEC as presented.

- *5.14 Approval of Purchase Orders Action

The administration recommends approval of the purchase order listing for the period November 2, 2014, through November 19, 2014.

6.0 GENERAL

- *6.1 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:

- CalWORKs/Work Study/TANF (SAC/SCC) \$ 512,438
- Career Technical Education Enhancement Fund (District) \$16,695,271
- Early Head Start – Year 3 (District) \$ 1,807,624
- NSF – Fullerton Mathematics Teacher and Master Teacher Fellows Project (FULL MT2) – Year 5 (SAC) \$ 20,000

- *6.2 Approval of First Amendment to Sub-Agreement between RSCCD and CHOC/Help Me Grow for Early Head Start Program 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 and enter into a related contractual agreement on behalf of the district.

- *6.3 Approval of Sub-Agreement between RSCCD and California State University, Fullerton for California Career Pathways Trust Grant Action

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

- *6.4 Approval of Sub-Agreements between RSCCD and Chabot Las Positas Community College District, Coastline Community College, Diablo Valley College, Folsom Lake College, Hartnell College, Merritt College, Ohlone College, and West Los Angeles Community College for Information Communications Technology/Digital Media Sector Navigator Grant Action

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

- *6.5 Approval of Amendment to Sub-Agreement between RSCCD and San Diego Community College District 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 and enter into a related contractual agreement on behalf of the district.
- 6.6 Approval of Child Development Services Child Care Fee Structure Action
The administration recommends approval of the revised full-cost fee structure for the Child Development Centers, effective January 1, 2015.
- *6.7 Authorization of Signatures Action
The administration recommends approval of the revised list of authorized signatures.
- 6.8 List of 2015 Conferences and Legislative Executive Visits for Board Members Information
Board Policy 2735 and a list of conferences and legislative executive visits that board members may wish to attend is provided as information.
- 6.9 Adoption of Resolution No. 14-30 in honor of Jim Adams, Council Representative, Los Angeles/Orange Counties Building & Construction Trades Council Action
- 6.10 Approval of Unconditional Commitment to Cease and Desist from Holding Closed Session Negotiation and Discussions Regarding the Terms of Project Labor Agreements, including Community and Student Workforce Project Agreement Action
It is recommended that the board unconditionally commit to cease and desist from the alleged violations of the Ralph M. Brown Act and authorization be given to the President of the Board of Trustees to transmit a letter attesting to that commitment to David Wolds, Esq. as provided by Government Code Section 54960.2.
- 6.11 Reports from Board Committees Information
 - Board Facilities Committee
 - Orange County Community Colleges Legislative Task Force
- 6.12 Board Member Comments Information

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)

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

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) Dean
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: California School Employees Association, Chapter 579
California School Employees Association, Chapter 888
Continuing Education Faculty Association
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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7.0 HUMAN RESOURCES

7.1 Management/Academic Personnel

Action

- Approval of Employment Agreements
- Approval of End of Interim Assignments/Employment of Retired STRS Members
- Approval of Interim Assignments/Employment of Retired STRS Members
- Approval of Adjusted Hourly Rates for Interim Assignments
- Approval of 2014/2015 FARSCCD Permanent Salary Schedules
- Approval of Adjusted Final Salary Placements
- Approval of Changes of Classification
- Ratification of Resignations/Retirements
- Approval of Adjusted Columns

7.1 Management/Academic Personnel – (cont.)

- Approval of Adjusted Steps
- Approval of Leaves of Absence
- Approval of Part-time Hourly New Hires/Rehires
- Approval of Non-paid Instructors of Record
- Approval of Non-paid Intern Services

7.2 Classified Personnel

Action

- Approval of Temporary to Contract Assignments
- Approval of Out of Class Assignments
- Approval of Professional Growth Increments
- Approval of Changes in Positions
- Approval of Changes in Salary Placements
- Approval of Leaves of Absence
- Ratification of Resignations/Retirements
- Approval of New Appointments
- 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 and Stipends
- Approval of Volunteers
- Approval of Student Assistant Lists

7.3 Approval of Public Disclosure of Collective Bargaining Agreement between Rancho Santiago Community College District and California School Employees Association (CSEA), Chapter 579

Action

It is recommended that the board approve the agreement with CSEA, Chapter 579, for the period of July 1, 2014, through June 30, 2016.

7.4 Approval of December 2014 Holiday Closure

Action

It is recommended that the board designate December 29, 30, and 31, 2014, and January 2, 2015, as paid holidays for all management employees.

7.5 Authorization for Board Travel/Conferences

Action

8.0 ADJOURNMENT - The next regular meeting of the Board of Trustees will be announced after the 2015 board meeting calendar is approved. The meeting will be held at the District Office at 2323 North Broadway, Room #107, in Santa Ana, California.