

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
Board of Trustees (Regular meeting)
Monday, January 12, 2015
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

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 December 8, 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 INFORMATIONAL ITEMS AND ORAL REPORTS

- 2.1 Report from the Chancellor
 - Accreditation
- 2.2 Reports from College Presidents
 - Accreditation
 - 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 the Budget
- 2.7 Informational Presentation on Student Success Scorecard
 - Program overview
 - College data

3.0 INSTRUCTION

- *3.1 Approval of New Pharmacy Technology Agreement – People’s Pharmacy “Compounding Specialists” Action

The administration recommends approval of the agreement with People’s Pharmacy “Compounding Specialists” in Trabuco Canyon, California.
- *3.2 Approval of Occupational Therapy Assistant (OTA) Agreement Renewal - Villa Esperanza Services Action

The administration recommends approval of the agreement renewal with Villa Esperanza Services in Pasadena, California.
- *3.3 Approval of Renewal for Nursing and Pharmacy Technician Programs Agreement – Hoag Memorial Hospital Presbyterian Action

The administration recommends approval of the clinical affiliation agreement with Hoag Memorial Hospital Presbyterian located in Newport Beach and Irvine, California.

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

- *3.4 Approval of Revenue Contract MA-026-15010828 with County of Orange Office of the District Attorney for Santa Ana College (SAC) Community Services Program Action
The administration recommends approval of the Revenue Contract MA-026-15010828 between County of Orange Office of the District Attorney and Rancho Santiago Community College District (RSCCD) on behalf of the SAC Community Services Program.
- *3.5 Approval of Revenue Contract with Associates Adults and Adolescents Alternative Program for Santa Ana College Community Services Program (Deferred Entry of Judgment Deferred Dismissal Drug Program) Action
The administration recommends approval of the Revenue Contract between Associates Adults and Adolescents Alternative Program and RSCCD on behalf of the SAC Community Services Program.
- *3.6 Approval of Revenue Contract with Associates Adults and Adolescents Alternative Program for Santa Ana College Community Services Program (Drug and Alcohol Awareness) Action
The administration recommends approval of the Revenue Contract between Associates Adults and Adolescents Alternative Program and RSCCD on behalf of the SAC Community Services Program.
- *3.7 Approval of Classroom Lease Renewal with Orange Unified School District (OUSD) Action
The administration recommends approval of the Santiago Canyon College (SCC) Orange Education Center lease agreement renewal for classroom space with OUSD for the period of July 1, 2014, through June 30, 2015, as presented.

4.0 BUSINESS OPERATIONS/FISCAL SERVICES

- *4.1 Approval of Payment of Bills Action
The administration recommends payment of bills as submitted.
- *4.2 Approval of Budget Increases/Decreases and Budget Transfers Action
The administration recommends approval of budget increases, decreases and transfers during the month of November 2014.
- *4.3 Adoption of Resolution No. 15-01 – Separate Bank and Investment Accounts Action
The administration recommends adoption of Resolution No. 15-01 regarding separate bank and investment accounts as presented.

- *4.4 Approval of City of Garden Grove Successor Agency Property Transfer Compensation Agreement Action
The administration recommends approval of the City of Garden Grove Successor Agency Property Transfer Compensation Agreement as presented.
- *4.5 Approval of Nonresident Fees for 2015-2016 Action
The administration recommends the board establish the nonresident tuition fee at \$209 per unit, the capital outlay fee at \$31 per unit, and the application fee at \$25 for 2015-2016 as presented.
- *4.6 Approval of Agreement with Onuma for Districtwide Work Order Tracking System Action
The administration recommends approval of the agreement with Onuma for a districtwide work order tracking system as presented.
- *4.7 Approval of Agreement with WLC Architects, Inc. for Professional Design Services for American with Disabilities Act (ADA) Compliance and Tenant Improvements at District Office Action
The administration recommends approval of the agreement with WLC Architects, Inc. for professional design services for ADA compliance and tenant improvements at the district office as presented.
- *4.8 Approval of Amendment #1 with HPI Architecture for Professional Design Services for Johnson Student Center Project at Santa Ana College Action
The administration recommends approval of the amendment with HPI Architecture for the Johnson Student Center Project at SAC as presented.
- *4.9 Approval of Agreement with Terracon Consultants, Inc. for Phase II Environmental, Geohazard, Geotechnical Inspection Services for Science, Technology, Engineering and Math (STEM) Project at Santa Ana College Action
The administration recommends approval of the contract with Terracon Consultants, Inc. for Phase II environmental, geohazard, geotechnical inspection services for the STEM project at SAC as presented.
- *4.10 Ratification of Award of Bid #1249 for Parking Lots 1-5 Slurry and Striping at Santa Ana College Action
The administration recommends ratification of award of Bid #1249 to JB Bostick Company, Inc. as presented.
- *4.12 Ratification of Award of Bid #1231 for Exterior Signage at Building G (Athletics), Building H (Humanities), and Building SC (Science Center) at Santiago Canyon College Action
The administration recommends ratify the award of Bid #1231 to A Good Sign and Graphics Co. as presented.

- *4.13 Approval of Independent Contractors Action
The administration recommends approval of the following independent contractor: Public Health Foundation Enterprises (PHFE) for consulting services to provide fiscal support for Early Head Start (EHS) parental reimbursement, training and translation services. Dates of service are January 13, 2015, through December 31, 2015. The fee is estimated at \$16,000.
- *4.14 Approval of Independent Contractors Action
The administration recommends approval of the following independent contractor: Jennifer Walsvick for consulting services to provide mental health education, service coordination, record keeping/documentation to ensure compliance with the Early Head Start standards for RSCCD Child Development Services at the rate of \$50 an hour. Dates of service are January 13, 2015, through December 31, 2015. The fee is estimated at \$21,000.
- *4.15 Approval of Purchase Orders Action
The administration recommends approval of the purchase order listing for the period November 20, 2014, through December 13, 2014.

5.0 GENERAL

- *5.1 Approval of Resource Development Items Action
The administration recommends approval of budgets, acceptance of grants, and authorization for the Vice Chancellor of Business Operations/Fiscal Services or his designee to enter into related contractual agreements on behalf of the district for the following:
- Child Development Training Consortium (SAC/SCC) \$ 17,000
 - Faculty Entrepreneurship Champion Mini-Grant (CEC) \$ 5,000
 - Student Success and Support Program (SSSP) – Non-Credit (CEC) \$1,158,027
 - Student Success and Support Program – Non-Credit (OEC) \$ 554,479
- *5.2 Approval of Second Amendment to Sub-Agreement between RSCCD and Children’s Hospital of Orange County (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.

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

- *5.3 Approval of Sub-Agreements between RSCCD and Career Technical Education Enhancement Fund (CTE EF) Partnership Colleges in Los Angeles and Orange County 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.
- *5.4 Approval of RSCCD Equal Employment Opportunity and Human Resources Plan Action
The administration recommends approval of the Equal Employment Opportunity and Human Resources Plan and authorization to be given to transmit the plan to the State Chancellor's Office.
- 5.5 Reports from Board Committees Information
• Board Facilities Committee
- 5.6 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)

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
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: California School Employees Association, Chapter 888
Continuing Education Faculty Association

RECONVENE

Issues discussed in Closed Session (Board Clerk)

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6.0 HUMAN RESOURCES

6.1 Management/Academic Personnel Action

- Approval of Job Descriptions
- Approval of Permission to Accept Outside Assignments
- Approval of Extension of Interim Assignments
- Approval of Adjusted Hourly Rates for Interim Assignments
- Approval of Adjusted Hourly Rates for Short-term Assignments
- Ratification of Resignations/Retirements
- Approval of FARSCCD Beyond Contract/Overload Column Changes/Effective January 1, 2015
- Approval of FARSCCD Part-time Column Changes Effective January 1, 2015
- Approval of Hiring of Temporary Long-term Substitutes per E.C. 87481 and 87482
- Approval of Final Salary Placements
- Approval of Changes of Classification
- Approval of Additional Contract Extension Days for 2014-2015
- Approval of Stipends
- Approval of Adjusted Column Placements
- Approval of Part-time Hourly New Hires/Rehires
- Approval of Non-paid Instructors of Record
- Approval of Non-paid Intern Services

6.2 Classified Personnel Action

- Approval of 2014-2015 CSEA Permanent Salary Schedules
- Approval of Professional Growth Increments
- Approval of Out of Class Assignments
- Approval of Changes in Position
- Ratification of Resignations/Retirements
- Approval of New Appointments
- Approval of Temporary to Hourly On Going Assignments
- Approval of Out of Class Assignments
- Approval of Leaves of Absence
- Approval of Temporary Assignments
- Approval of Additional Hours for On Going Assignments

6.2 Classified Personnel – (cont.)

- 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

6.3 Adoption of Resolution No. 15-02 regarding Reduction in Force of Classified Staff Action

It is recommended the board adopt Resolution No. 15-02.

7.0 **ADJOURNMENT** - The next regular meeting of the Board of Trustees will be held on February 2, 2015.