

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT (RSCCD)**  
**Board of Trustees (Regular meeting)**  
**Monday, February 26, 2018**  
**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 the following to our diverse community: courses, certificates and degrees that are accessible, applicable, and engaging.

**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 February 5, 2018

**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 STRATEGIC PLANNING UPDATE**

- 2.1 Board of Trustee's Annual Strategic Planning Update Information  
The strategic planning update will include the following documents and activities:
- A review of the Board's Planning Design, as adopted on February 19, 2013.
  - An Annual Progress Report on the Rancho Santiago Community College District Goals.

## **3.0 INFORMATIONAL ITEMS AND ORAL REPORTS**

- 3.1 Report from the Chancellor  
3.2 Reports from College Presidents
- Enrollment
  - Facilities
  - College activities
- 3.3 Report from Student Trustee  
3.4 Reports from Student Presidents
- Student activities
- 3.5 Report from Classified Representative  
3.6 Reports from Academic Senate Presidents
- Senate meetings
- 3.7 Report from Board Committee Chairperson
- Board Facilities Committee

## **4.0 INSTRUCTION**

- \*4.1 Approval of VitaNavis Subscription Agreement Action  
The administration recommends approval of the VitaNavis Subscription Agreement as presented.
- \*4.2 Approval of Walgreens Experiential Learning Program Agreement Renewal with Walgreen Company Action  
The administration recommends approval of the Walgreens Experiential Learning Program agreement renewal with Walgreen Company located in Deerfield, Illinois as presented.
- \*4.3 Approval of Professional Services Agreement Renewal with the City of Glendale Action  
The administration recommends approval of the new Professional Services Agreement with the City of Glendale located in Glendale, California as presented.

- \*4.4 Approval of the Standard Inter-Agency Instructional Services Agreement Renewal with the Orange County Fire Authority Action  
The administration recommends approval of the Standard Inter-Agency Instructional Services Agreement Renewal with the Orange County Fire Authority located in Irvine, California as presented.
- \*4.5 Approval of the Standard Inter-Agency Instructional Services Agreement Renewal with the City of Brea Action  
The administration recommends approval of the Standard Inter-Agency Instructional Services Agreement Renewal with the City of Brea located in Brea, California as presented.
- \*4.6 Acceptance of the Standard Inter-Agency Instructional Services Agreement Renewal with the City of Fullerton Action  
The administration recommends approval of the Standard Inter-Agency Instructional Services Agreement Renewal with the City of Fullerton located in Fullerton, California as presented.
- \*4.7 Approval of the Standard Inter-Agency Instructional Services Agreement Renewal with the City of Anaheim Action  
The administration recommends approval of the Standard Inter-Agency Instructional Services Agreement Renewal with the City of Anaheim located in Anaheim, California as presented.
- \*4.8 Approval of the Standard Inter-Agency Instructional Services Agreement Renewal with the City of Orange Action  
The administration recommends approval of the Standard Inter-Agency Instructional Services Agreement Renewal with the City of Orange located in Orange, California as presented.
- \*4.9 Approval of the Standard Inter-Agency Instructional Services Agreement Renewal with the City of West Covina Action  
The administration recommends approval of the Standard Inter-Agency Instructional Services Agreement Renewal with the City of West Covina located in West Covina, California as presented.
- \*4.10 Approval of the Standard Inter-Agency Instructional Services Agreement Renewal with the City of La Verne Action  
The administration recommends approval of the Standard Inter-Agency Instructional Services Agreement Renewal with the City of La Verne located in La Verne, California as presented.

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

- \*4.11 Acceptance of Memorandum of Understanding for Construction Technology Instruction Using Multi-Craft Core Curriculum (MC3) with Tonia Reyes Uranga, Consulting Action  
The administration recommends approval of the Memorandum of Understanding for Construction Technology Instruction Using Multi-Craft Core Curriculum (MC3) with Tonia Reyes Uranga, Consulting located in Long Beach, California as presented.
- \*4.12 Acceptance of Professor Kathy Takahashi's Sabbatical Leave Report Action  
The administration recommends acceptance of Professor Kathy Takahashi's Sabbatical Leave Report.
- \*4.13 Acceptance of Professor Roy Shahbazian's Sabbatical Leave Report Action  
The administration recommends acceptance of Professor Roy Shahbazian's Sabbatical Leave Report.
- \*4.14 Acceptance of Professor Cher Carrera's Sabbatical Leave Report Action  
The administration recommends acceptance of Professor Cher Carrera's Sabbatical Leave Report.
- \*4.15 Acceptance of Professor Darlene Diaz's Sabbatical Leave Report Action  
The administration recommends acceptance of Professor Darlene Diaz's Sabbatical Leave Report.
- \*4.16 Acceptance of Professor Denise Foley's Sabbatical Leave Report Action  
The administration recommends acceptance of Professor Denise Foley's Sabbatical Leave Report.
- \*4.17 Approval of Classroom Lease Renewal with Orange Unified School District Action  
The administration recommends approval of the SCC Orange Education Center classroom lease renewal with Orange Unified School District in Orange, California.
- 4.18 College and Career Access Pathways (CCAP) Agreement, a Dual Enrollment Partnership Agreement 2018-2019 between Rancho Santiago Community College District (RSCCD) and Santa Ana Unified School District Information  
The administration recommends the College and Career Access Pathways (CCAP) Dual Enrollment Partnership Agreement 2018-2019 between Rancho Santiago Community College District (RSCCD) and Santa Ana Unified School District located in Santa Ana, California be accepted for information.

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

- 4.19 AB288 College and Career Access Pathways (CCAP) Partnership Agreement between Rancho Santiago Community College District (RSCCD) and Orange Unified School District Information  
The administration recommends the AB288 College and Career Access Pathways (CCAP) Partnership with Orange Unified School District in Orange, California be accepted for information.

## **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 Increases/Decreases and Budget Transfers Action  
The administration recommends approval of budget increases, decreases and transfers from January 23, 2017, to February 13, 2018.
- \*5.3 Award of Bid #1338 – Prop 39 Year 5 LED Lighting at Santa Ana College, Santiago Canyon College, Digital Media Center, Orange County Sheriff’s Regional Training Academy and District Operations Center Action  
The administration recommends the award of Bid #1338 for Prop 39 Year 5 LED Lighting at Santa Ana College, Santiago Canyon College, Digital Media Center, Orange County Sheriff’s Regional Training Academy and District Operations Center as presented.
- \*5.4 Approval of Rejection of All Bids for Bid #1339 – Window Repairs at District Operations Center Action  
The administration recommends rejection of all bids for Bid #1339 - Window Repairs at District Operations Center as presented.
- \*5.5 Approval of Agreement with Architecture 9 PLLLP – Architectural Design Services for Barrier Removal/Signage and Wayfinding at Santa Ana College and Santiago Canyon College Action  
The administration recommends approval of the agreement with Architecture 9 PLLLP for architectural design services for barrier removal/signage and Wayfinding at Santa Ana College and Santiago Canyon College as presented.
- \*5.6 Approval of Agreement with Architecture 9 PLLLP – Architectural Services for ADA Barrier Removal Parking Lot 9 at Santa Ana College Action  
The administration recommends approval of the agreement with Architecture 9 PLLLP for architectural services for ADA barrier removal Parking Lot 9 at Santa Ana College as presented.

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

- \*5.7 Approval of Agreement with SVA Architects, Inc. – Architectural/Engineering Services for the Building K Assessment Project at Santa Ana College Action  
The administration recommends approval of the agreement with SVA Architects, Inc. for architectural/engineering services for the Building K Assessment project at Santa Ana College as presented.
- \*5.8 Approval of Amendment to Agreement with HPI Architecture – Architectural Design Services for the new Johnson Student Center Project at Santa Ana College Action  
The administration recommends approval of the amendment to the agreement with HPI Architecture for architectural design services for the new Johnson Student Center Project at Santa Ana College as presented.
- \*5.9 Approval of Agreement with Flewelling & Moody – Architectural Design Services for Barrier Removal Exterior Phases 3A & 3B at Santiago Canyon College Action  
The administration recommends approval of the agreement with Flewelling & Moody for architectural design services for Barrier Removal Exterior Phases 3A & 3B at Santiago Canyon College as presented.
- \*5.10 Approval of Amendment to the Agreement with Leland Saylor Associates - Cost Estimating Consulting Services for the Orange Education Center DSA Certification Project for Santiago Canyon College Action  
The administration recommends approval of the amendment to the agreement with Leland Saylor Associates for cost estimating consulting services for the Orange Education Center DSA Certification Project for Santiago Canyon College as presented.
- \*5.11 Approval of Contract with Silver Creek Industries, Inc. Action  
The administration recommends approval of the Centralia School District Contract #N15-2017/2018, issued to Silver Creek Industries, Inc., for the purchase and installation of DSA approved portable buildings, accessories and related installation supplies as presented.
- \*5.12 Approval of Purchase Orders Action  
The administration recommends approval of the purchase order listing for the period December 17, 2017, through January 20, 2018.

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

## 6.0 GENERAL

- \*6.1 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:
- Education Futures Initiative – Teacher Preparation Pipeline Program Mini-Grant (SAC & SCC) \$ 240,000
  - Hunger Free Campus Support (SAC) \$ 43,996
  - Veteran Resource Center Ongoing Funding (SAC & SCC) \$ 77,199
- \*6.2 Approval of Sub-Agreement between RSCCD and Jackstin for the Strong Workforce Program – Regional Funds Initiative 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 related contractual agreements on behalf of the district.
- \*6.3 Approval of Sub-Agreement between RSCCD and SynED for the Deputy Sector Navigator Information and Communications Technology (ITC)/ Digital Media 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-Agreement between RSCCD and Butte-Glenn, Chaffey, El Camino, Riverside, San Diego, State Center and Solano Community College Districts for the Career Technical Education (CTE) Data Unlocked Initiative Action  
The administration recommends approval of these sub-agreements 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.
- \*6.5 Approval of Second Amendment to the Sub-Agreement between RSCCD and San Joaquin Delta Community College District for the Career Technical Education (CTE) Data Unlocked Initiative Action  
The administration recommends approval of this 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.

\*6.6 Approval of Second Amendment to the Sub-Agreement between RSCCD and Butte-Glenn Community College District for the Career Technical Education (CTE) Data Unlocked Initiative Action

The administration recommends approval of this 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.

\*6.7 Approval of Third Amendment to the Sub-Agreement between RSCCD and Concentric Sky for the Career Technical Education (CTE) Data Unlocked Initiative Action

The administration recommends approval of this 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.

6.8 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
  - f. Educational Administrator Appointment
    - (1) Vice President
  - g. Other Educational and Classified Administrators
2. Liability Claim (pursuant to Government Code Section 54956.95)
  - a. #EMP1704519
3. Conference with Labor Negotiator (pursuant to Government Code Section 54957.6)

Agency Negotiator: Melanie L. Chaney, J.D., Partner – Liebert Cassidy Whitmore  
Ms. Judy Chitlik, Interim Vice Chancellor of Human Resources

Employee Organizations: Faculty Association of Rancho Santiago Community College District (FARSCCD)  
California School Employees Association (CSEA), Chapter 579  
California School Employees Association (CSEA), Chapter 888  
Continuing Education Faculty Association (CEFA)

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



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 Appointments
- Approval of Interim Assignments
- Ratification of Resignations/Retirements
- Approval of 2017-2018 Institutional Tenure Review Recommendations
- Approval of Changes of Classification
- Approval of Adjusted 2017/2018 Contract Extension Days
- Approval of Adjusted 2017/2018 Contract Stipends
- Approval of 2017/2018 Contract Stipends
- Approval of Leaves of Absence
- Approval of Beyond Contract/Overload Stipend
- Approval of Part-time Hourly New Hires/Rehires
- Approval of Correction of Hourly New Hire/Rehire Name
- Approval of Non-paid Intern Services

7.2 Classified Personnel Action

- Approval of New Appointments
- Approval of Professional Growth Increments
- Approval of Longevity Increments
- Approval of Out of Class Assignments
- Approval of Changes in Position
- Approval of Changes in Salary Placement
- Approval of Leaves of Absence
- Ratification of Resignations/Retirements
- Approval of Temporary Assignments
- Approval of Additional Hours for Ongoing Assignments
- Approval of Substitute Assignments

7.2 Classified Personnel (continued)

- 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 & Stipends

7.3 Approval of Employee Calendar for 2018-2019

Action

The administration recommends approval of the 2018-2019 Employee Calendar.

7.4 Approval of Non-Credit Instructional Calendar for 2018-2019

Action

The administration recommends approval of the 2018-2019 Non-Credit Instructional Calendar.

7.5 Approval of Services of Job Elephant

Action

The administration recommends approval of the services of Job Elephant as presented.

7.6 Rejection of Claim

Action

The district's claims administrator recommends that the board authorize the Chancellor, or designee, to reject claim #EMP1704519.

7.7 Adoption of Resolution No. 18-05 Authorizing Payment to a Trustee Absent from Board Meeting

Action

It is recommended that the board adopt Resolution No. 18-05 authorizing payment to Trustee Arianna P. Barrios who was absent from the February 5, 2018 board meeting.

7.8 Approval of Auto-Renewal Clause in Administrator Agreements/Contracts

Action

It is recommended that the Board of Trustees discuss the existing administrator contracts to determine any changes to be made in the existing administrator agreements/contracts. It is further recommended that the existing administrator agreements/contracts with the auto-renewal clause remain in place and newly hired administrators be offered an agreement/contract with the auto-renewal clause.

**8.0 ADJOURNMENT** - The next regular meeting of the Board of Trustees will be held on March 12, 2018.