

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT (RSCCD)
Board of Trustees (Regular meeting)
Monday, March 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.

Santa Ana College inspires, transforms, and empowers a diverse community of learners.

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 March 12, 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.

- 1.7 Public Hearing – Continuing Education Faculty Association (CEFA) Initial Bargaining Proposal to Rancho Santiago Community College District

2.0 INFORMATIONAL ITEMS AND ORAL REPORTS

- 2.1 Report from Student Trustee
2.2 Reports from Student Presidents
 - Student activities2.3 Report from Classified Representative
2.4 Reports from Academic Senate Presidents
 - Senate meetings2.5 Reports from College Presidents
 - Enrollment
 - Facilities
 - College activities
 - Upcoming events2.6 Report from the Chancellor
2.7 Reports from Board Committee Chairpersons
 - Board Facilities Committee

3.0 INSTRUCTION

- *3.1 Approval of Three Month Instructional Services Agreement with Pacific Clinics Action
The administration recommends approval of the three month instructional services agreement with Pacific Clinics as presented.
- *3.2 Approval of One Year Instructional Services Agreement with Pacific Clinics Action
The administration recommends approval of the one year instructional services agreement with Pacific Clinics 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, Transfers, and Intrafund and Interfund Transfers Action
The administration recommends approval of budget increases/decreases, transfers, and intrafund and interfund transfers from February 24, 2018, to March 13, 2018.

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

- *4.3 Approval of 2018-2019 Tentative Budget Assumptions Action
The administration recommends approval of the 2018-2019 Tentative Budget Assumptions as presented.
- *4.4 Approval of Change Order #1 for Danny Letner Inc. dba Letner Roofing Company for Bid #1333 for Roof Replacement at District Operations Center Action
The administration recommends approval of change order #1 for Danny Letner Inc. dba Letner Roofing Company for Bid #1333 for roof replacement at District Operations Center as presented.
- *4.5 Acceptance of Completion of Bid #1333 for Roof Replacement at District Operations Center and Approval of Recording of Notice of Completion Action
The administration recommends acceptance of the project as complete and approval of filing a Notice of Completion with the County as presented.
- *4.6 Approval of Amendment to Agreement with Hammel, Green & Abrahamson, Inc. for Architectural Services for Russell Hall Replacement (Health Sciences Building) at Santa Ana College (SAC) Action
The administration recommends approval of the amendment to the agreement with Hammel, Green & Abrahamson, Inc. for architectural services for Russell Hall Replacement at SAC as presented.
- *4.7 Approval of Amendment to Agreement with Knowland Construction Services for Division of the State Architect (DSA) Inspector of Record Services for Central Plant, Infrastructure and Mechanical Upgrades Project at Santa Ana College Action
The administration recommends approval of the amendment to the agreement with Knowland Construction Services for DSA Inspector of Record Services for the Central Plant, infrastructure and mechanical upgrades project at SAC as presented.
- *4.8 Approval of Amendment to Agreement with Koury Engineering & Testing, Inc. for Soils Testing and Inspection Services for Central Plant, Infrastructure and Mechanical Upgrades Project at Santa Ana College Action
The administration recommends approval of the amendment with Koury Engineering & Testing, Inc. for soils testing and inspection services for the Central Plant, infrastructure and mechanical upgrades project at SAC as presented.
- *4.9 Approval of Amendment to Agreement with Linik Corporation for Project Management Services for Santa Ana College Projects Action
The administration recommends approval of the amendment to the agreement with Linik Corporation for project management services for SAC projects as presented.

- *4.10 Approval of Amendment to Agreement with Smith-Emery Laboratories for Materials Testing and Inspection Consulting Services for Central Plant, Infrastructure and Mechanical Upgrades Project at Santa Ana College Action
The administration recommends approval of the amendment to the agreement with Smith-Emery Laboratories for materials testing and inspection consulting services for the Central Plant, infrastructure and mechanical upgrades project at SAC as presented.
- *4.11 Approval of Agreement with Sindoni Consulting & Management Services, Inc. for Commissioning Services for Fan Coil Unit Replacement for Building D at Santiago Canyon College (SCC) Action
The administration recommends approval of the agreement with Sindoni Consulting & Management Services, Inc. for commissioning services for the fan coil unit replacement project at Building D at SCC as presented.
- *4.12 Approval of Canvas ILP SaaS Subscription with Ellucian Inc. Action
The administration recommends approval of the subscription for Canvas ILP SaaS with Ellucian Inc. as presented.
- *4.13 Approval of Surplus Property Action
The administration recommends approval of declaring the list of equipment as surplus property and utilizing The Liquidation Company to conduct an auction as presented.
- *4.14 Approval of Donation of Fire Engine from City of Orange Action
The administration recommends approval of the acceptance of the donation of a 1997 Seagraves Fire Engine from the City of Orange as presented.
- *4.15 Approval of Independent Contractor Action
The administration recommends approval of the following independent contractor: Susan M. Coleman/Education 4 Work to perform services in relation to the OCCareerCafe project including management and implementation of project, working with counselors and deans from Orange County colleges, completing grant reporting requirements, researching new content and guide revisions, and managing grant funding. Dates of service are March 27, 2018, through December 31, 2018. The fee is estimated at \$45,000.

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

- *4.16 Approval of Independent Contractor Action
The administration recommends approval of the following independent contractor: Christine Friend/Roll It Out, Inc. to provide administrative assistance to the grant team including coordination of meetings, webinars and conferences in relation to the OCCareerCafe project. In addition, she will work with counselors from Orange County colleges to assess student needs, review and revise content, research programs, and attend consortium meetings as needed. Dates of service are March 27, 2018, through December 31, 2018. The fee is estimated at \$20,000.
- *4.17 Approval of Independent Contractor Action
The administration recommends approval of the following independent contractor: Rita Jones/RJ Coaching and Consulting to provide website assistance, make presentations on the website project and develop story maps in relation to the OCCareerCafe project. In addition, she will work with counselors from Orange County colleges to assess student needs, review and revise content, research programs, and attend consortium meetings as needed. Dates of service are March 27, 2018, through December 31, 2018. The fee is estimated at \$45,000.
- *4.18 Approval of Purchase Orders Action
The administration recommends approval of the purchase order listing for the period January 21, 2018, through February 17, 2018.

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:
- Project RAISE (Regional Alliance in STEM [science, technology, engineering, and mathematics] Education) – \$20,000
Year 2 (SCC)
- *5.2 Approval of Sub-Agreement between RSCCD and Integrative Impact, LLC for Career Technical Education (CTE) Data Unlocked 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 a related contractual agreement on behalf of the district.

- *5.3 Approval of Sub-Agreements between RSCCD and Kern, Los Rios, Sequoias, Yosemite and West Hills Community College Districts for Career Technical Education Data Unlocked Initiative 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 Sub-Agreements between RSCCD and Contra Costa, Grossmont-Cuyamaca, Los Angeles, MiraCosta, North Orange County, Ohlone, Pasadena Area, Peralta, San Diego, San Francisco, San Mateo County, Southwestern, and Ventura County Community College Districts for Career Technical Education Data Unlocked Initiative 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.
- *5.5 Approval of First Amendment to Sub-Agreement between RSCCD and Chaffey Community College District for Career Technical Education Data Unlocked Initiative 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.
- 5.6 Adoption of Board Policy Action
The administration recommends adoption of the revised Board Policy 7600 – Campus Security Officers.
- 5.7 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 Appointments
 - (1) Interim Vice President

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

2. Conference with Labor Negotiator (pursuant to Government Code Section 54957.6)

Agency Negotiator: Ms. Judy Chitlik, Interim Vice Chancellor of Human Resources
Employee Organizations: Faculty Association of Rancho Santiago Community College District
(FARSCCD)
California School Employees Association, Chapter 888
Continuing Education Faculty Association (CEFA)

RECONVENE

Issues discussed in Closed Session (Board Clerk)

Public Comment

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6.0 HUMAN RESOURCES

6.1 Management/Academic Personnel

Action

- Approval of Changes of Assignments
- Approval of Appointments to Interim Assignment/Employment of Retired State Teachers' Retirement System (STRS) Member
- Approval of 2017-2018 Contract Extension Days
- Approval of Changes of Assignment/Location
- Approval of Adjusted Effective Dates for Addition of 2017-2018 Contract Stipend
- Approval of Voluntary Reduced Workloads
- Approval of Beyond Contract/Overload Stipends
- Approval of 2018-2019 Sabbatical Leaves
- Approval of Adjusted Banked Leaves/Withdrawals
- 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

6.2 Classified Personnel

Action

- Approval of Hourly Ongoing to Contract Assignments
- Approval of Temporary to Contract Assignments
- Approval of Professional Growth Increments
- Approval of Out of Class Assignments
- Approval of Return to Regular Assignments

6.2 Classified Personnel (cont.)

- Approval of Changes in Position
- Ratification of Resignations/Retirements
- Approval of New Appointments
- Approval of Temporary to Hourly Ongoing Assignments
- Approval of Temporary Assignments
- Approval of Additional Hours for Ongoing Assignments
- Approval of Substitute Assignments
- Approval of Miscellaneous Positions
- Approval of Instructional Associates/Associate Assistants
- Approval of Community Service Presenters and Stipends
- Approval of Student Assistant Lists

6.3 Presentation of Rancho Santiago Community College District Initial Bargaining Proposal to Continuing Education Faculty Association (CEFA) Action

It is recommended that the board receive and file the district's initial bargaining proposal to CEFA and schedule a public hearing for April 9, 2018.

7.0 ADJOURNMENT - The next regular meeting of the Board of Trustees will be held on April 9, 2018.