

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

Board of Trustees (Regular meeting)

Monday, June 9, 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

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 Administration of Oath of Allegiance to Alana V. Voechting, 2014-2015 Student Trustee

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 – Regular meeting of May 27, 2014

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.

- 1.8 Informational Presentation on the Budget
- 1.9 Public Hearing – 2014-2015 Tentative Budget
- 1.10 Public Hearing – California School Employees Association (CSEA) Chapter 579 Initial Bargaining Proposal to Rancho Santiago Community College District
- 1.11 Public Hearing – Rancho Santiago Community College District Initial Bargaining Proposal to California School Employees Association Chapter 579
- 1.12 Public Hearing – Rancho Santiago Community College District Initial Bargaining Proposal to Faculty Association of Rancho Santiago Community College District (FARSCCD)
- 1.13 Public Hearing - Faculty Association of Rancho Santiago Community College District Initial Bargaining Proposal to Rancho Santiago Community College District
- 1.14 Informational Presentation on Adult Education Programs and English as a Second Language (ESL)

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

3.0 INSTRUCTION

- *3.1 Approval of Renewal of On-site Associate Degree Nursing Program with St. Joseph Hospital of Orange Action
The administration recommends approval of the agreement with St. Joseph Hospital of Orange.

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

- *3.2 Approval of Instructional Agreement with SER, Jobs for Progress, Inc. for Basic Skills Training Action
The administration recommends approval of the instructional agreement with SER, Jobs for Progress, Inc. for program year 2014-2015.
- *3.3 Approval of Instructional Agreement with SER, Jobs for Progress, Inc. for Vocational Training Action
The administration recommends approval of the instructional agreement with SER, Jobs for Progress, Inc. for program year 2014-2015.
- *3.4 Approval of Academic Talent Search Residential Program Contract Action
The administration recommends approval of the agreement between University of California, Los Angeles, and Santa Ana College (SAC) Academic Talent Search Program for 2014.
- *3.5 Approval of Student Health Fee for Intersession Action
The administration recommends approval of the \$16 student health fee for intersession effective January 2015.
- *3.6 Approval to Increase the Optional Student Activities Fee at Santa Ana College and Santiago Canyon College (SCC) Action
It is recommended that the board approve the increase of the optional student activities fee from \$5 to \$10 per semester effective fall 2014.
- 3.7 Approval of Santa Ana College Self Evaluation Report of Educational Quality and Institutional Effectiveness in Support of Reaffirmation of Accreditation Action
The administration recommends approval of the SAC Self Evaluation Report of Educational Quality and Institutional Effectiveness in Support of Reaffirmation of Accreditation.
- 3.8 Approval of Santiago Canyon College Self Evaluation Report of Educational Quality and Institutional Effectiveness in Support of Reaffirmation of Accreditation Action
The administration recommends approval of the SCC Self Evaluation Report of Educational Quality and Institutional Effectiveness in Support of Reaffirmation of Accreditation.
- *3.9 Approval of New Course and New Program for 2015-2016 Santa Ana College Catalog Action
The administration recommends approval of the new course and new program for the 2015-2016 SAC catalog as presented.

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

- *3.10 Approval of New Courses and New Programs for 2015-2016 Santiago Canyon College Catalog Action
The administration recommends approval of the new courses and new programs for the 2015-2016 SCC catalog as presented.
- *3.11 Approval of Southwest Carpenters Training Fund and Southern California Carpentry Joint Apprenticeship and Training Committee Master Cost Agreement Action
The administration recommends approval of the Master Cost Agreement with the Southwest Carpenters Training Fund (SCTF) and Southern California Carpentry Joint Apprenticeship and Training Committee (JATC) for 2014-2015 as presented.
- *3.12 Approval of JTS Services Master Cost Agreement Action
The administration recommends approval of the Master Cost Agreement with JTS Services for 2014-2015 as presented.
- *3.13 Approval of Orange County Electrical Training Trust Master Cost Agreement Action
The administration recommends approval of the Master Cost Agreement with the Orange County Electrical Training Trust for 2014-2015 as presented.
- *3.14 Approval of Operating Engineers Training Trust JATC Master Cost Agreement Action
The administration recommends approval of the Master Cost Agreement with the Electrical Training Trust Joint Apprenticeship and Training Committee for 2014-2015 as presented.
- *3.15 Approval of California/Nevada Training Trust Master Cost Agreement Action
The administration recommends approval of the Master Cost Agreement with the California/Nevada Training Trust for 2014-2015 as presented.
- *3.16 Approval of Upward Bound Math and Science Summer Residential Program Contract with California State University, Fullerton (CSUF) Action
The administration recommends approval of the Upward Bound Math and Science Summer Residential Program Contract with CSUF.

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 2014-2015 Tentative Budget Action
The administration recommends approval of the 2014-2015 proposed Tentative Budget as presented.

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

- *4.3 Approval of Agreement with Facilities Planning & Program Services (FPPS) for Program Planning and Management Consulting Services Action
The administration recommends approval of the agreement with FPPS for program planning and management consulting services as presented.
- *4.4 Approval of Amendment to Agreement with Westberg + White Architects, Inc. for Architectural and Engineering Consulting Services for various Santa Ana College Projects Action
The administration recommends approval of the amendment to agreement with Westberg + White Architects, Inc. for various projects at SAC as presented.
- *4.5 Approval of Five Year Construction Plan (2016-2020) and Initial Project Proposals (IPPs) for the following projects for 2017-2018: Santa Ana College – Fine and Performing Arts Complex Replacement, Vocational Technology Complex, Library/Learning Resource Center; Santiago Canyon College – Student Services Building Action
The administration recommends approval of the Five Year Construction Plan (2016-2020) and IPPs for the following projects: SAC – Fine and Performing Arts complex replacement, Vocational Technology complex, Library/Learning Resource Center; SCC – Student Services building, as presented.
- *4.6 Approval of California Multiple Award Schedule (CMAS) Contract #4-09-71-0075B to KI/Krueger Commercial, Inc. Action
The administration recommends approval of the district’s participation in CMAS Contract #4-09-0075B to KI/Krueger Commercial, Inc. and any future supplements, modifications, renewals and extensions as presented.
- *4.7 Approval of 2014-2015 Contract Listing Action
The administration recommends approval of the 2014-2015 contract listing as presented.
- *4.8 Approval of District’s Participation in Foundation for California Community Colleges-Adobe Enterprise Term License Agreement Action
The administration recommends approval of the district’s participation in the Foundation for California Community Colleges-Adobe Enterprise Term License agreement as presented.
- *4.9 Approval for Donation of Two (2) Transport Refrigeration Units Action
The administration recommends approval of the donation of two transport refrigeration units to Heart of Compassion as presented.

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

- *4.10 Approval of Award of Bid #1225 – Charter Bus Services (Field and Athletic Trips) Action
The administration recommends acceptance of bids and approval of the awards of Bid #1225 – Charter Bus Services (Field and Athletic Trips) to Ryan’s Express Motorcoach dba Ryan’s Express, Certified Transportation Services Inc. and Hot Dogger Tours Inc. dba Gold Coast Tours as presented.
- *4.11 Approval of Vendor Name Change Action
The administration recommends approval of the vendor Freedom Telecommunications, Inc. name change to Freedom Telecommunications, LLC dba Wilcon as presented.
- *4.12 Approval of Purchase Orders Action
The administration recommends approval of the purchase order listing for the period May 11, 2014, through May 24, 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:
- | | |
|---|-----------|
| - College Assistance Migrant Program (CAMP) – Year 3 (SCC) | \$425,000 |
| - Deputy Sector Navigator – Global Trade & Logistics (District) | \$200,000 |
| - Deputy Sector Navigator – Information & Communication Technologies (ICT)/Digital Media (District) | \$200,000 |
| - Deputy Sector Navigator – Retail Hospitality/Tourism/Learn and Earn (District) | \$200,000 |
| - Deputy Sector Navigator – Small Business (District) | \$200,000 |
| - Information Communications Technology (ICT)/Digital Media Sector Navigator (District) | \$372,500 |
| - Los Angeles/Orange County Regional Consortium (SCC) | \$370,000 |
- 5.2 First Reading of Revised Board Policies Information
The following board policies are presented to the board for a first reading as an informational item:
- BP 2105 Election of Student Member
 - BP 2315 Closed Session
 - BP 2330 Quorum and Voting

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

5.2 First Reading of Revised Board Policies – (cont.)

- BP 2715 Code of Ethics/Standards of Practice
- BP 2746 Board of Trustees Annual Evaluation of District Goals
- BP 3224 Auxiliary Services – Student Business Office (delete)
- BP 3225 Auxiliary Services – Special Services (delete)
- BP 3410 Nondiscrimination
- BP 3430 Prohibition of Harassment
- Section 4000 Policies (21 new/revised policies and 6 current policy deletions)
- Section 5000 Policies (29 new/revised policies and 9 current policy deletions)
- BP 6200 Budget Preparation
- BP 6250 Budget Management
- BP 6305 Fiscal Accountability
- BP 2210 Officers

5.3 Reports from Board Committees

Information

- Board Policy Committee

5.4 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. Educational Administrators
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: Faculty Association of Rancho Santiago Community College District
California School Employees Association, Chapter 579
California School Employees Association, Chapter 888
Continuing Education Faculty Association
3. Public Employee Performance Evaluation (pursuant to Government Code Section 54957)
 - a. Chancellor
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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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.

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6.0 HUMAN RESOURCES

6.1 Management/Academic Personnel

Action

- Approval of Employment Agreements
- Approval of 2014-2015 Cabinet Interim Salary Schedules
- Approval of 2014-2015 Management Interim Salary Schedules
- Approval of 2014-2015 Academic/Classified Administrative & Academic Supervisory Step Increases
- Approval of 2014-2015 Classified Management/Supervisory/Confidential Step Increases
- Approval of Appointments
- Approval of Changes of Titles/Salaries
- Approval of 2014-2015 CEFA Interim Salary Schedules
- Approval of 2013-2014 CSEA Chapter 888 Permanent Salary Schedules
- Approval of 2014-2015 CSEA Chapter 888 Interim Salary Schedules
- Approval of 2014-2015 FARSCCD Interim Salary Schedules
- Approval of 2014-2015 CSEA Chapter 888 Contract/Hourly Step Increases
- Approval of 2014-2015 FARSCCD Contract Step Increases
- Approval of 2014-2015 Contract Extension Days
- Approval of 2014-2015 Coordinator Stipends
- Approval for Outside Assignments
- Ratification of Resignations/Retirements
- Approval of Changes of Assignments/From 192 Day Contract to 225 Day Contracts
- Approval of Final Salary Placement for Temporary Employees
- Approval of 2014-2015 Sabbatical Leaves of Absences/80% Contracts
- Approval of 2014-2015 Banked Leaves of Absences/20% Contracts
- Approval of Stipends
- Approval of Part-time Hourly New Hires/Rehires

- 6.2 Classified Personnel Action
- Approval of 2014-2015 CSEA Interim Salary Schedules
 - Approval of 2014-2015 Miscellaneous Salary Schedules
 - Approval of 2014-2015 CSEA Step Increases
 - Approval of New Appointments
 - Approval of Voluntary Furloughs
 - Ratification of Resignations/Retirements
 - Approval of Temporary to Hourly On Going Assignments
 - Approval of Changes in Position
 - Approval of Temporary Assignments
 - Approval of Substitute Assignments
 - Approval of Miscellaneous Positions
 - Approval of Instructional Associates/Associate Assistants
 - Approval of Volunteers
 - Approval of Student Assistant Lists
- 6.3 Approval of Employee Calendar 2014-2015 Action
The administration recommends approval of the 2014-2015 employee calendar.
- 6.4 Adoption of Rancho Santiago Community College District's Initial Bargaining Proposal to California School Employees Association (CSEA) Chapter 579 Action
It is recommended the board adopt the district's initial bargaining proposal to CSEA Chapter 579.
- 6.5 Adoption of Rancho Santiago Community College District's Initial Bargaining Proposal to Faculty Association of Rancho Santiago Community College District (FARSCCD) Action
It is recommended the board adopt the district's initial bargaining proposal to FARSCCD.
- 6.6 Public Disclosure of Collective Bargaining Agreement between Rancho Santiago Community College District and CSEA Chapter 888 (Child Development Teachers) Action
It is recommended the board approve the revisions to the collective bargaining agreement with CSEA Chapter 888 for the period of July 1, 2014, through June 30, 2015.

6.7 Approval of Fringe Benefit Providers for Fiscal Year 2014-2015 Action

It is recommended the board approve the renewal of the insurance programs at the negotiated rates and authorization be given to the chancellor or his designee to enter into appropriate agreements with Anthem BlueCross (PPO/HMO), MetLife Basic Life Insurance, MetLife Voluntary Life Insurance, Anthem Blue Cross Voluntary Vision, AFLAC, MetLife, American Fidelity, and United Pet Care for the 2014-2015 fiscal year.

7.0 ADJOURNMENT - The next regular meeting of the Board of Trustees will be held on July 21, 2014.