

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
Board of Trustees (Regular meeting)
Monday, March 23, 2009
2323 North Broadway, #107
Santa Ana, CA 92706

Vision Statement (Board of Trustees)

Rancho Santiago Community College District is a learning community. The college district and its colleges are committed to ensuring access and equity and to planning comprehensive educational opportunities throughout our communities. We will be global leaders in many fields, delivering cost-effective, innovative programs and services that are responsive to the diverse needs and interests of all students. We will be exceptionally sensitive and responsive to the economic and educational needs of our students and communities. The environment will be collegial and supportive for students, staff, and the communities we serve.

We will promote and extensively participate in partnerships with other educational providers, business, industry, and community groups. We will enhance our communities' cultural, educational, and economic well-being.

We will be a leader in the state in student success outcomes. Students who complete programs will be prepared for success in business, industry, careers, and all future educational endeavors. We will prepare students to embrace and engage the diversity of our global community and to assume leadership roles in their work and public lives.

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 Accreditation Board Evaluation Workshop

Information

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 that 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 9, 2009

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 (*).**

1.7 Presentation of Board President's Awards

2.0 REPORTS AND INFORMATIONAL ITEMS

- 2.1 Report from the Chancellor
- 2.2 Report from College Presidents
 - 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 Accreditation
- 2.7 Informational Presentation on the Budget Update

RECESS TO CLOSED SESSION

Conducted in accordance with applicable sections of California law. Closed sessions are not open to the public.

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 Section 54957[b][1])
 - a. Chancellor
 - b. Part-time Faculty
 - c. Classified Staff
 - d. Educational Administrator Appointment
 - (1) Assistant Dean, Student Services

- 2. Conference with Labor Negotiator (pursuant to 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
Continuing Education Faculty Association
Child Development Centers Teachers Association

RECONVENE

Closed Session Report (Board Clerk)

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3.0 HUMAN RESOURCES

3.1 Management/Academic Personnel Action

- Approval of Permanent 2008/09 Cabinet and Management Salary Schedules
- Appointment of Assistant Dean, Student Services
- Approval of Management/Academic Leave of Absence
- Approval of Permanent 2008/09 Full-time and Part-time Faculty Salary Schedules
- Approval of Adjusted Reduced Work Load
- Approval of Stipends
- Ratification of Acceptance of Resignations/Retirements
- Approval of Salary Adjustments
- Approval of Part-time/Hourly Hire/Rehire
- Approval of Non-Paid Instructors of Record
- Approval of Non-Paid Interns

3.2 Classified Personnel Action

- Approval of Permanent 2008/09 CSEA Salary Schedule
- Approval of Professional Growth Increments
- Approval of Out of Class Assignments
- Approval of Return to Regular Assignments
- Approval of Change in Position due to Reclassification
- Approval of Changes in Salary Placement, Position, and Location
- Ratification of Acceptance of Resignations/Retirements
- Approval of Temporary Assignments
- Approval of Instructional Associates/Associate Assistants/Volunteers
- Approval of Student Assistants

4.0 INSTRUCTION

*4.1 Approval of Non-Credit Instructional Calendar 2009-2010 Action

The administration recommends approval of the 2009-2010 Non-Credit Instructional Calendar.

* Item is included on the Consent Calendar, Item 1.6

- *4.2 Approval of Renewal of Speech-Language Pathology Assistant Program Agreement with Providence Speech and Hearing Center Action
The administration recommends approval of the renewal of the Speech -Language Pathology Assistant Program agreement with Providence Speech and Hearing Center in Orange, California.
- *4.3 Approval of Renewal of Nursing Program Agreement – College Hospital Partial Hospitalization Program Action
The administration recommends approval of this clinical affiliation agreement renewal with College Hospital Partial Hospitalization Program in Santa Ana, California.
- *4.4 Approval of Renewal of Pharmacy Technology Agreement – Anaheim Memorial Medical Center, Inc. Action
The administration recommends approval of this contract with Anaheim Memorial Medical Center, Inc. in Anaheim, California.
- *4.5 Approval of Proposed Revisions for 2009-2010 Catalog, Santa Ana College Action
The administration recommends approval of the proposed revisions for the 2009-2010 catalog.
- *4.6 Approval of Proposed Revisions for 2009-2010 Catalog, Santiago Canyon College Action
The administration recommends approval of the proposed revisions for the 2009-2010 catalog.
- *4.7 Approval of Santiago Canyon College Community Services Program, Summer 2009 Action
The administration recommends approval of the attached proposed Community Services Program for Summer 2009.
- *4.8 Approval of Memorandum of Understanding between the Community College University Partnership (CCUP), Santiago Canyon College (SCC), and the University of California, Irvine (UCI) Action
The administration recommends approval of the Memorandum of Understanding between the Community College University Partnership, SCC, and UCI.

5.0 BUSINESS OPERATIONS/FISCAL SERVICES

- *5.1 Approval of the Payment of Bills Action
The administration recommends the payment of bills as submitted.

- *5.2 Approval of Budget Transfers and Budget Increases/Decreases Action
The administration recommends approval of budget transfers, increases, and decreases during the month of February 2009.
- *5.3 Approval of Alterations to Classroom Building (D) at Santa Ana College (DSA No. 04-102506) Action
The administration recommends approval of the Notice of Completion for the Nextel project (DSA No. 04-102506) as of September 12, 2008.
- *5.4 Approval of Architect's Contract for the Final Project Proposal (FPP) and Initial Project Proposal (IPP) for SAC Russell Hall Renovation and SCC Student Services Center. Action
The administration recommends approval of the Schools Legal Services Agreement with HMC Architects to provide design and engineering services for the projects as presented.
- *5.5 Approval of Disposal of Surplus Vehicle Action
The administration recommends the vehicle be declared as surplus property and Ken Porter Auctions be utilized to conduct an auction as presented.
- *5.6 Purchase Orders Action
The administration recommends approval of the purchase order listing for the period February 8, 2009, through March 7, 2009.
- *5.7 Renewal of Contract with Law Firm Action
The administration recommends authorization be given to the chancellor or his designee to renew the contract with the law firm of Atkinson, Andelson, Loya, Ruud & Romo.
- *5.8 Approval of Bid #1116: Santa Ana College Gym Restroom Addition, Gym Floor Replacement and Fire Sprinkler Installation Action

6.0 GENERAL

- *6.1 Approval of Budgets for Categorical Programs 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:
- Community Colleges Summit Initiative Programs (SAC) \$20,914
 - Community Colleges Initiative for Egypt (SAC) \$23,674

<u>*6.2 Approval of New and Revised Board Policies</u>	<u>Action</u>
• Community Services Activities - BP1350	Revise
• Conflict of Interest - BP3101	Revise
• General Personnel Policy Statement - BP4101	Revise
• Recruitment and Selection of Employees - BP4102	Revise
• Employee Appointment and Transfer - BP4104	Eliminate
• Equal Employment Opportunity - BP4104 (NEW)	New
• Employment Contracts - BP4105	Eliminate
• Insurance - BP4107	Eliminate
• Personnel Files - BP4110	Revise
• One Day Change of Assignment - BP4112	Eliminate
• Short-Term Excused Absence Without Loss of Pay - BP4113	Eliminate
• Military Leave - BP4115	Revise
• Employment of Relatives/Nepotism - BP4118	Revise
• Unlawful Discrimination and Sexual Harassment - BP4119	Revise
• Copyright and Patents - BP4120	Eliminate
• Acceptance of Outside Obligations - BP4126	Revise
• Salary Deductions - BP4127	Revise
• Employee Evaluation - BP4128	Revise
• Resignation - BP4129	Revise
• Medical Examinations - BP4130	Revise
• Diversity and Equal Employment Opportunity - BP4131	Eliminate
• Organizations Right of Access - BP4133	Revise
• Solicitation of Political Contributions and Political Activities by Employees - BP4135	Revise
• International Travel - BP4136	Eliminate
• Whistleblower Protection - BP4140	Revise
• Faculty Multiple Site Assignment - BP4203	Eliminate
• Faculty Dismissal and/or Discharge - BP4206	Revise
• Faculty Retirement (Workload Reduction) - BP4207	Revise
• Faculty Retirement - BP4208	Eliminate
• CLASSIFIED PERSONNEL - Definition Classified Service - BP4301	Revise
• Classified Salary Payments - BP4302	Revise
• Classified Retirement System - BP4303	Eliminate
• Management Medical/Dental Insurance Benefits - BP4402	Revise
• Bereavement Leave Management - BP4404	Revise
• Duties - Management Interns - BP4416	Eliminate
• Administrative Leave - BP4419	Revise
• Retirement Administrative - BP4420	Eliminate
• Salary Payments Administrative - BP4503	Eliminate

* Item is included on the Consent Calendar, Item 1.6

Approval of New and Revised Board Policies (cont.)

- Educational Management Employee Retroactive Pay
Administrative - BP4519 Revise
 - Administrative Retreat Rights - Administrative - BP4520 Revise
 - Claims and Actions Against The District - BP4602 Revise
 - District Property & Liability Protection - BP4603 Revise
 - Bonding of Personnel - BP4604 Revise
 - Open Enrollment - BP 5009 Revise
 - Military Withdrawals - BP 5121 Revise
 - Standards of Student Conduct - BP 5201 Revise
 - Withholding of Student Records - BP 5555 New
 - Credit/No Credit Courses - BP 6120 (Grading and
Academic Record Symbols) Revise
 - Credit by Examination - BP 6121 Revise
 - Committee Structure - BP 9009 Revise
 - Quorum and Voting - BP 9016 Revise
 - Meetings - Special - BP 9020 Revise
 - Board of Trustees Political Activities and Solicitation
of Political Contributions - BP 9027 Revise
- *6.3 BP 9022 – Evaluation of the Trustees Action
The administration recommends approval of new Board Policy 9022 effective immediately.
- *6.4 Revision of Public Comment Form Action
- 6.5 Board of Trustees Cast Ballot for California Community College
Trustees Board of Directors Election – 2009 Action
- 6.6 Approval of Disposing of Audio Tape Recordings of Public Meetings
after 30 Days Action
- 6.7 Board Member Comments Information
- 7.0 ADJOURNMENT** - The next regular meeting of the Board of Trustees will be held on April 13, 2009.