

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
Board of Trustees (Regular meeting)
Monday, April 13, 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 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.

1.4 Approval of Minutes – Regular meeting of March 23, 2009

Action

1.5 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 onto 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
- 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 Budget
- 2.8 Informational Presentation on Datatel
- 2.9 Informational Presentation on Facilities

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. Interim Master Teacher
 - b. Part-time Faculty
 - b. Classified Staff
 - d. Student Workers
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
3. Public Employee Discipline/Dismissal Release (pursuant to Section 54957[b][1])

RECONVENE

Issues discussed in Closed Session (Board Clerk)

Public Comment

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3.0 HUMAN RESOURCES

3.1 Management/Academic Personnel Action

- Approval of Employment Agreement: Assistant Dean, Student Services
- Approval of Stipends
- Approval of Interim Assignment
- Ratification of Acceptance of Resignations/Retirements
- Approval of Salary Adjustments
- Approval of Part-time Faculty Appointments

3.2 Classified Personnel Action

- Approval of Revised Job Description: Financial Aid Analyst
- Approval of Longevity Increments
- Approval of Out of Class Assignments
- Approval of Change in Location
- Approval of Change in Position
- Approval of Change in Salary Placement
- Approval of Return from Leave
- Ratification of Acceptance of Resignation/Retirements
- Approval of Professional Growth Increment
- Approval of Temporary Assignments
- Approval of Interns, Models, Instructional Associates/Associate Assistants, Community Services Presenters, Student Assistants

3.3 Presentation of Rancho Santiago Community College District Initial Bargaining Proposal to the Faculty Association of Rancho Santiago Community College District (FARSCCD) Action

The administration recommends receiving and filing the district's initial bargaining proposal to the Faculty Association of Rancho Santiago Community College District (FARSCCD) and scheduling a public hearing for April 27, 2009.

- 3.4 Presentation of Rancho Santiago Community College District Initial Bargaining Proposal to the California School Employees Association (CSEA), Chapter 579 Action
The administration recommends receiving and filing the district's initial bargaining proposal to the California School Employees Association (CSEA), Chapter 579, and scheduling a public hearing for April 27, 2009.
- 3.5 Presentation of Rancho Santiago Community College District Initial Bargaining Proposal to the Continuing Education Faculty Association (CEFA) Action
The administration recommends receiving and filing the district's initial bargaining proposal to the Continuing Education Faculty Association (CEFA), and scheduling a public hearing for April 27, 2009.
- 3.6 Presentation of Rancho Santiago Community College District Initial Bargaining Proposal to the Child Development Centers Teachers Association (CDCTA) Action
The administration recommends receiving and filing the district's initial bargaining proposal to the Child Development Centers Teachers Association (CDCTA) and scheduling a public hearing for April 27, 2009.
- 3.7 Authorization for Board Travel/Conferences Action

4.0 INSTRUCTION

- *4.1 Approval of New Speech-Language Pathology Assistant Program Agreement with Tustin Unified School District Action
The administration recommends approval of the new Speech-Language Pathology Assistant Program agreement with Tustin Unified School District in Tustin, California.
- *4.2 Approval of New Speech-Language Pathology Assistant Program Agreement with Anaheim Union High School District Action
The administration recommends approval of the new Speech-Language Pathology Assistant Program agreement with Anaheim Union High School District in Anaheim, California.
- *4.3 Approval of New Human Development Agreement – Anaheim City School District Action
The administration recommends approval of the contract with Anaheim City School District in Anaheim, California.

- 4.4 Approval of Contract with Mythics, Inc. for Datatel Report Writing Training Action
The administration recommends approval of the contract with Mythics, Inc. in Virginia Beach, Virginia, to perform the Datatel report writing training.
- *4.5 Approval of Amendment of Pharmacy Technology Agreement – Anaheim Memorial Medical Center, Inc. Action
The administration recommends approval of the amendment with Anaheim Memorial Medical Center, Inc. in Anaheim, California.
- 4.6 Approval of Amendment of Distance Education Agreement – Joint Powers Agreement, Intelcom Southern California Consortium for Community College Television Action
The administration recommends approval of the contract with Intelcom, the Southern California Consortium for Community College Television in Pasadena, California.
- *4.7 Approval of Vocational Education Agreement with Hair California Beauty Academy Action
The administration recommends approval of the agreement with Hair California Beauty Academy in Orange, California, for the academic and fiscal year 2009-2010.

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 for Additional Testing Services for SAC Maintenance & Operations Building and Classroom Building – Twining Laboratories (P.O. 08-P002333) Action
The administration recommends approval of the agreement to increase the compensation to Twining Laboratories as presented.
- 5.3 Approval of Architectural Contract: Miscellaneous SAC Infrastructure Projects Action
The administration recommends approval of the request for additional services provided by LPA, Inc. in the amount of \$109,771 as presented.
- 5.4 Approval of Architectural Services Contract: SAC Child Development Center Action
The administration recommends approval of the request for additional services provided by Harley Ellis Devereaux in the amount of \$175,000 as presented.

* Item is included on the Consent Calendar, Item 1.5.

- 5.5 Approval of Change Order #16 - Bid #1051/SAC Classroom Building Action
The administration recommends approval of change order #16, EMAE International, Inc. for Bid #1051, construction of the Classroom and Maintenance & Operations buildings at Santa Ana College as presented.
- 5.6 Approval of Change Order #17 – Bid #1051/SAC Maintenance & Operations Building Action
The administration recommends approval of change order #17, EMAE International, Inc. for Bid #1051, construction of the Classroom and Maintenance & Operations buildings at Santa Ana College as presented.
- 5.7 Approval of Change Order #1 – Bid #1053/SCC Science Building/Bond Funded Action
The administration recommends approval of change order #1, Reed Thomas for Bid #1064, earthwork for Santiago Canyon College Science building as presented.
- 5.8 Approval of Change Order #1 – Bid #1053/SCC Science Building/State Funded Action
The administration recommends approval of change order #1, Reed Thomas for Bid #1064, earthwork for Santiago Canyon College Science building as presented.
- 5.9 Approval of Change Order #1 – Bid #1063/SCC Science Building/Bond Funded Action
The administration recommends approval of change order #1, J.M. Farnan Company, Inc. for Bid #1063 for plumbing services provided in the Santiago Canyon College Science building as presented.
- 5.10 Approval of Change Order #2 – Bid #1063/SCC Science Building/State Funded Action
The administration recommends approval of change order #2, J.M. Farnan Company, Inc. for Bid #1063 for plumbing services provided in the Santiago Canyon College Science building as presented.
- 5.11 Approval of Change Order #1 – Bid #1064/SCC Science Building/Bond Funded Action
The administration recommends approval of change order #1, Baker Electric for Bid #1064 for electrical services provided in the Santiago Canyon College Science building as presented.

- 5.12 Approval of Change Order #1 – Bid #1064/SCC Science Building/State Funded Action
The administration recommends approval of change order #1, Baker Electric for Bid #1064 for electrical services provided in the Santiago Canyon College Science building as presented.
- 5.13 Approval of Construction Management Agreement: SAC Gym Project (Restroom Addition, Gym Floor Replacement) Action
The administration recommends approval of hiring Bernards as the construction management firm for the SAC Gym Project as presented.
- 5.14 Approval of DSA Inspection Services: Santa Ana College Fire Alarm System Replacement Action
The administration recommends approval of the change order for Johnston Inspections, Inc. to provide DSA-mandated inspection services at Santa Ana College as presented.
- 5.15 Budget Assumptions Action
The administration recommends approval of the Tentative Budget Assumptions for the 2009-2010 fiscal year as presented.

6.0 GENERAL

- 6.1 Approval of New and Revised Board Policies Action
- 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

6.1 <u>Approval of New and Revised Board Policies – (cont.)</u>	<u>Action</u>
• 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
• 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
• 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
6.2 <u>BP 9022 – Evaluation of the Trustees</u>	<u>Information</u>
This policy is presented for first reading as an informational item.	

6.3 Approval of Disposing of Audio Tape Recordings of Public Meetings after 180 Days Action

It is recommended by Dr. Chapel and Dr. Hernandez to dispose of the audio tape recordings of public board meetings after 180 days.

6.4 Board Member Comments Information

7.0 ADJOURNMENT - The next regular meeting of the Board of Trustees will be held on April 27, 2009.