

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
Board of Trustees (Regular meeting)
Monday, July 25, 2011
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 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 June 20, 2011 **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 INFORMATIONAL ITEMS AND ORAL REPORTS

- 2.1 Report from the Chancellor
- 2.2 Reports 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 the Budget

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 Administrative Dean
 - (2) Assistant Dean
 - (3) Classified Supervisory Appointments
 - (4) Associate Deans
 - (5) Interim Assistant Vice Chancellor
 - (6) Vice President
 - g. Other Educational and Classified Administrators
2. Conference with Legal Counsel: Anticipated/Potential Litigation (pursuant to Government Code Section 54956.9[b]-[c]) (1 case)
3. 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
Continuing Education Faculty Association
Child Development Centers Teachers Association
Employees Not Represented by a Union
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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3.0 HUMAN RESOURCES

3.1 Management/Academic Personnel

Action

- Approval of Appointments
- Approval of Adjusted Effective Date of Appointments
- Approval of Interim to Permanent Assignments
- Approval of Extensions of Interim Assignments
- Approval of Employment Agreements
- Approval of Revised Job Descriptions/Titles
- Approval of 2011-2012 Contract and Part-time Coaching Stipends
- Approval of Changes of Assignments
- Approval of Interim Assignments
- Approval of Leaves of Absence
- Approval of Final Salary Placements
- Approval of Adjusted Tentative Class Placements for Appointments
- Approval of 2011-2012 Contract Extension Days
- Approval of 2011-2012 Faculty Coordinator Assignments/Stipends for 192 and 225 Day Faculty
- Approval of Beyond Contract/Overload Stipends
- Approval of Part-time/Hourly Hires/Rehires
- Approval of Non-paid Instructors of Record
- Approval of Non-paid Intern Services

3.2 Classified Personnel

Action

- Approval of Reduction in Force Lay Offs
- Approval of Revised Job Descriptions
- Approval of New Appointments
- Approval of Hourly On Going to Contract Assignments
- Approval of Out of Class Assignments
- Approval of Return to Regular Assignments
- Approval of Changes in Assignments
- Approval of Changes in Positions

3.2 Classified Personnel – (cont.)

- Approval of Voluntary Furloughs
- Approval of Leaves of Absence
- Ratification of Resignations/Retirements
- Approval of Temporary to Hourly On Going Assignments
- Approval of Temporary Assignments
- Approval of Changes in Temporary Assignments
- Approval of Additional Hours for On Going Assignments
- Approval of Substitute Assignments
- Approval of Miscellaneous Positions
- Approval of Community Services Presenters
- Approval of Instructional Associates/Associate Assistants
- Approval of Student Assistant Lists

3.3 Adoption of Resolution No. 11-25 regarding Reduction in Force of Classified Staff Action

It is recommended that the Board of Trustees adopt Resolution No. 11-25.

3.4 Approval of Agreement with Liebert Cassidy Whitmore for Management Training and Legal Services Action

The administration recommends authorization be given to the chancellor to renew the agreement with Liebert Cassidy Whitmore for the 2011-2012 fiscal year.

3.5 Authorization for Board Travel/Conferences Action

4.0 INSTRUCTION

*4.1 Approval of Instructional Agreement with Taller San Jose Action
The administration recommends approval of the agreement with Taller San Jose in Santa Ana, California.

*4.2 Approval of New OTA Agreement – Yes I Can! Occupational Therapy, Inc. Action
The administration recommends approval of the agreement with Yes I Can! Occupational Therapy in Walnut, California.

*4.3 Approval of OTA Agreement Renewal – Gallagher Pediatric Therapy Action
The administration recommends approval of the agreement with Gallagher Pediatric Therapy in Fullerton, California.

*4.4 Approval of Amendment to Affiliation Agreement with QuickCAPTION Action
The administration recommends approval of the amendment to the agreement with QuickCAPTION in Riverside, California, for real time computer aided captioning services for 2011-2012.

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

- *4.5 Approval of Amendment to Affiliation Agreement with CRC Sign Language Interpreting Services Action
The administration recommends approval of the amendment to the agreement with CRC Sign Language Interpreting Services in Canoga Park, California, for sign language interpreter services for 2011-2012.
- *4.6 Approval of Amendment to CJA Agreement – California Association of Property and Evidence Officers (CAPE) Action
The administration recommends approval of the amendment to the agreement with California Association of Property and Evidence Officers in Salinas, California.
- *4.7 Approval of Amendment to CJA Agreement – City of Santa Ana (Santa Ana Police Department) Action
The administration recommends approval of the amendment to the agreement with the City of Santa Ana.
- *4.8 Approval of Amendment to CJA Agreement – Tustin Police Department Action
The administration recommends approval of the amendment to the agreement with the Tustin Police Department.
- *4.9 Approval of Amendment to CJA Agreement – Fullerton City Police Department Action
The administration recommends approval of amendment to the agreement with the Fullerton City Police Department.
- *4.10 Approval of Amendment to CJA Agreement – Costa Mesa Police Department Action
The administration recommends approval of the amendment to the agreement with the Costa Mesa Police Department.
- *4.11 Approval of Amendment to CJA Agreement – California Narcotics Officers’ Association Action
The administration recommends approval of the amendment to the agreement with the California Narcotics Officers’ Association in Valencia, California.
- *4.12 Approval of Amendment to CJA Agreement – California Narcotic Canine Association Action
The administration recommends approval of the amendment to the agreement with the California Narcotic Canine Association in Napa, California.

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- *4.13 Approval of Amendment to CJA Agreement – Asian Gang Investigators Association of California Action
The administration recommends approval of the amendment to the agreement with the Asian Gang Investigators Association of California in West Covina, California.
- *4.14 Approval of Amendment #2 to CJA Agreement – County of Orange Action
The administration recommends approval of the second amendment to the agreement with the County of Orange in Santa Ana, California.
- *4.15 Approval of Clinical Affiliation Agreement for Athletic Training – Chapman University Action
The administration recommends approval of the agreement with Chapman University in Orange, California.
- *4.16 Approval of SAC Community Services Program – Fall 2011 Action
The administration recommends approval of the proposed Santa Ana College Community Services Program for Fall 2011.
- *4.17 Approval of SCC Community Services Program – Fall 2011 Action
The administration recommends approval of the proposed Santiago Canyon College Community Services Program for Fall 2011.
- *4.18 Approval of Metropolitan Water District of Southern California Master Agreement Action
The administration recommends approval of the contract with Metropolitan Water District of Southern California for 2011-2012.

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 Contract Renewal – Chancellor’s Office Tax Offset Program Action
The administration recommends approval of the renewal of the COTOP contract with the State Chancellor’s Office as presented.
- *5.3 Approval of Five Year Construction Plan (2013-2017) Action
The administration recommends approval of the Five Year Construction Plan (2013-2017) as presented.
- *5.4 Approval of Additional Architectural Services Related to Miscellaneous Repairs and ADA Upgrades to Gymnasium at Santa Ana College Action
The administration recommends approval of additional services for the IBI Group in the amount of \$18,890.28 as presented.

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

- *5.5 Approval of Change Order #2 for Bid #1172 for Demolition of Church/Child Development Center at Santa Ana College Action
The administration recommends approval of change order #2 for Bid #1172 for Miller Environmental, Inc., for demolition of the church/Child Development Center at SAC as presented.
- *5.6 Approval of Notice of Completion for Bid #1169 for Sewer and Gas Line Repairs at Santa Ana College Action
The administration recommends approval of the notice of completion for the sewer and gas line repairs at SAC as presented.
- *5.7 Adoption of Resolution No. 11-24 for Electricity for Chapman Avenue Entry Road and Learning Resource Center Parking Lot at Santiago Canyon College Action
The administration recommends approval of change order #2 for Bid #1139 for Dynalectric for electricity for the Chapman Avenue Entry Road and Learning Resource Center parking lot at SCC as presented.
- *5.8 Approval of Awarding Bid #1181 for Signalization Project at Santiago Canyon College Action
The administration recommends approval of awarding Bid #1181 for the signalization project at SCC to Dynalectric as presented.
- *5.9 Approval of Additional Geotechnical Consulting Services at Orange Education Center Action
The administration recommends approval of the additional fees for Ninyo & Moore for geotechnical observation and testing services for Orange Education Center as presented.
- *5.10 Approval of Change Order #2 for Bid #1137 for Masonry for Humanities Building at Santiago Canyon College Action
The administration recommends approval of change order #2 for Bid #1137 for Industrial Masonry, Inc., for masonry for the Humanities building at SCC as presented.
- *5.11 Approval of Change Order #1 for Bid #1138 for Structural Steel for Humanities Building at Santiago Canyon College Action
The administration recommends approval of change order #1 for Bid #1138 for Blazing Industrial Steel, Inc., for structural steel for the Humanities building at SCC as presented.
- *5.12 Approval of Change Order #5 for Bid #1139 for Electricity for Athletic/Aquatic Complex at Santiago Canyon College Action
The administration recommends approval of change order #5 for Bid #1139 for Dynalectric, Inc., for electricity for the Athletic/Aquatic Complex at SCC as presented.

- *5.13 Approval of Change Order #1 for Bid #1139 for Electricity for Humanities Building at Santiago Canyon College Action
The administration recommends approval of change order #1 for Bid #1139 for Dynalectric for electricity for the Humanities building at SCC as presented.
- *5.14 Approval of Change Order #3 for Bid #1140 for Plumbing for Athletic/Aquatic Complex at Santiago Canyon College Action
The administration recommends approval of change order #3 for Bid #1140 for Interpipe Contracting, Inc., for plumbing for the Athletic/Aquatic complex at SCC as presented.
- *5.15 Approval of Change Order #1 for Bid #1140 for Plumbing for Humanities Building at Santiago Canyon College Action
The administration recommends approval of change order #1 for Bid #1140 for Interpipe Contracting, Inc., for plumbing for the Humanities building at SCC as presented.
- *5.16 Approval of Change Order #1 for Bid #1143 for Glass/Glazing for Humanities Building at Santiago Canyon College Action
The administration recommends approval of change order #1 for Bid #1143 for Glazcon Productions for glass/glazing for the Humanities building at SCC as presented.
- *5.17 Approval of Change Order #2 for Bid #1144 for Roofing on Humanities Building at Santiago Canyon College Action
The administration recommends approval of change order #2 for Bid #1144 for Troyer Contracting Company for roofing on the Humanities building at SCC as presented.
- *5.18 Approval of Change Order #1 for Bid #1146 for Framing and Elevators for Humanities Building at Santiago Canyon College Action
The administration recommends approval of change order #1 for Bid #1146 for Inland Building Construction Company for framing and elevators for the Humanities building at SCC as presented.
- *5.19 Approval of Change Order #2 for Bid #1147 for Interiors for Humanities Building at Santiago Canyon College Action
The administration recommends approval of change order #2 for Bid #1147 for Inland Empire Architectural Specialties for interiors for the Humanities building at SCC as presented.
- *5.20 Approval of Change Order #2 for Bid #1147 for Interiors for Athletic/Aquatic Complex at Santiago Canyon College Action
The administration recommends approval of change order #2 for Bid #1147 for IEAS for interiors for the Athletic/Aquatic Complex at SCC as presented.

- *5.21 Approval of Lease Agreement with iSkupe LLC Action
The administration recommends approval of the lease agreement with iSkupe and authorization be given to the Vice Chancellor of Business Operations and Fiscal Services to execute the agreement on behalf of the district.
- *5.22 Approval of Contract with Outsource Technical for 2011-2012 Action
The administration recommends approval of hiring Outsource Technical Contract programmers for the 2011-2012 fiscal year as presented.
- *5.23 Approval of Surplus Property Action
The administration recommends declaration of the list of equipment as surplus property and utilization of The Liquidation Company to conduct an auction as presented.
- *5.24 Approval of Donation of Surplus Items Action
The administration recommends approval of the donations to Orange Unified School District - Parkside Pre-School/Kindergarten and The Vietnamese Community of Orange County, Inc., as presented.
- *5.25 Approval of Donation of Surplus Vehicle Action
The administration recommends approval of the donation of a 1984 Chevrolet Diesel 70 Beverage Truck to the Fullerton School District as presented.
- *5.26 Approval of Purchase Orders Action
The administration recommends approval of the purchase order listing for the period June 5, 2011, through July 9, 2011.
- *5.27 Approval of Renewal Agreement with Greentree Systems, Inc. Action
The administration recommends approval of the agreement with Greentree Systems, Inc., for an additional 48 months.

6.0 GENERAL

- *6.1 Approval of Resource Development Items Action
The administration recommends approval of budgets, acceptance of grants, and authorization for the chancellor or his designee to enter into related contractual agreements on behalf of the district for the following:
- Business Entrepreneurship Center (BEC) – HUB (District) \$100,000
 - Business Entrepreneurship Centers Statewide Leadership (District) \$172,500
 - Math Engineering and Science Achievement (MESA) Program (SAC) \$ 50,500
 - Vietnamese American Technical Assistance Program (VATAP) (District) – Year 2 of 2 \$ 50,000

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

- *6.2 Adoption of Resolution No. 11-26 – California Department of Education (CSPP-1354) Action
 The administration recommends adoption of the resolution agreement with the California Department of Education that authorizes the chancellor or his designee to sign the contract documents for the 2011-2012 fiscal year.
- *6.3 Adoption of Resolution No. 11-27 – California Department of Education (CCTR-1184) Action
 The administration recommends adoption of the resolution agreement with the California Department of Education that authorizes the chancellor or his designee to sign the contract documents for the 2011-2012 fiscal year.
- *6.4 Approval of Sub-Agreements between RSCCD and 23 Designated Colleges for the Faculty Entrepreneurship Project Action
 The administration recommends approval of the sub-award agreements and authorization be given to the Vice Chancellor of Business Operations/ Fiscal Services or his designee to sign the agreements.
- *6.5 Approval of Extension of Consulting Services – Townsend Public Affairs, Inc. Action
 The administration recommends approval of the Supplement to Contract for Consulting Services (#1) as presented.
- 6.6 Update on District Vision Statement and Goals for 2011-2012 Information
 The draft strategic plan is provided as an update on the district’s Vision Statement and Goals for 2011-2012.
- 6.7 Approval to Fill Trustee Vacancy by Provisional Appointment Action
 The administration recommends the board fill the vacancy in Trustee Area 3 by provisional appointment and authorization be given to the chancellor to take all necessary actions to complete the appointment process within the time prescribed by law and board policy.
- 6.8 Adoption of Resolution No. 11-28 Establishing the Process to Fill Vacancy in Trustee Area 3 Action
 It is recommended that the Board of Trustees adopt Resolution No. 11-28 establishing the process and timeline to fill the vacancy in Trustee Area 3 by provisional appointment.
- 6.9 Reports from Board Committees
 • Board Facilities Committee
- 6.10 Board Member Comments Information
- 7.0 ADJOURNMENT** - The next regular meeting of the Board of Trustees will be held on August 22, 2011.

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