

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
Board of Trustees (Regular meeting)
Monday, January 14, 2013
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.

District Mission

The mission of the Rancho Santiago Community College District and its colleges 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 pursuit 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, act, communicate and think critically. We are committed to maintaining standards of excellence and providing an accessible, a transferable, and an 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 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. If a translator for the speaker is needed, 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 so appropriate accommodations may be made.

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 December 10, 2012 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

2.7 Informational Presentation on the Three-Day Drop Period for Non-Payment of Enrollment Fees

3.0 HUMAN RESOURCES

*3.1 Management/Academic Personnel Action

- Approval of Revised Job Descriptions
- Approval of Medical Layoffs
- Approval of Hiring of Long-term Substitutes per E.C. 87481 and 87482
- Approval of 2012-2013 Additional Changes of Classifications
- Approval of 2012-2013 Additional Contract Extension Days
- Approval of Changes in Leaves of Absence
- Ratification of Resignations/Retirements
- Approval of Stipends
- Approval of 2012-2013 Part-time Hourly Column Changes
- Approval of Part-time Hourly Hires/Rehires
- Approval of Non-paid Interns Services

*3.2 Classified Personnel Action

- Approval of Hourly On Going to Contract Assignments
- Approval of Professional Growth Increments

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

*3.2 Classified Personnel – (cont.)

- Approval of Out of Class Assignments
- Approval of Changes in Position
- Approval of Leaves of Absence
- Ratification of Resignations/Retirements
- Approval of New Appointments
- Approval of Temporary Assignments
- Approval of Additional Hours for On Going Assignments
- Approval of Miscellaneous Positions
- Approval of Instructional Associates/Associate Assistants
- Approval of Community Service Presenters and Stipends
- Approval of Volunteers
- Approval of Student Assistant Lists

3.3 Rejection of Claim

The district's insurance administrator recommends the board authorize the chancellor or his designee to reject claim #13-08826JW on behalf of the district.

Action

*3.4 Approval of Credit Instructional Calendar for 2013-2014

The administration recommends approval of the 2013-2014 Credit Instructional Calendar.

Action

*3.5 Authorization for Board Travel/Conferences

Action

4.0 INSTRUCTION

*4.1 Approval of Contract with Santa Ana Unified School District (SAUSD) to Offer Career Technical Courses (CTE) at Century High School

The administration recommends approval of the contract with SAUSD to offer CTE courses at Century High School.

Action

*4.2 Approval of New OTA Agreement – Desert/Mountain Children's Center

The administration recommends approval of the agreement with Desert/Mountain Children's Center in Apple Valley, California.

Action

*4.3 Approval of New OTA Agreement – Bishop Care Center

The administration recommends approval of the agreement with Bishop Care Center in Bishop, California.

Action

*4.4 Approval of New OTA Agreement – Alamitos Belmont Rehabilitation Hospital

The administration recommends approval of the agreement with Alamitos Belmont Rehabilitation Hospital in Long Beach, California.

Action

- *4.5 Approval of Amendment #1 to OTA Agreement – Downey Regional Medical Center Action
The administration recommends approval of the agreement amendment with Downey Regional Medical Center in Downey, California.
- *4.6 Approval of Amendment #1 to OTA Agreement – Eisenhower Medical Center Action
The administration recommends approval of the agreement amendment with Eisenhower Medical Center in Rancho Mirage, California.
- *4.7 Approval of Amendment #5 to OTA Agreement – Cedars Sinai Medical Center Action
The administration recommends approval of the agreement amendment with Cedars Sinai Medical Center in Los Angeles, California.
- *4.8 Approval of OTA Agreement Renewal – Mt. San Antonio Gardens Wellness Center Action
The administration recommends approval of the agreement with Mt. San Antonio Gardens Wellness Center in Pomona, California.
- *4.9 Approval of OTA Agreement Renewal – Rehabilitation Institute of Southern California Action
The administration recommends approval of the agreement with Rehabilitation Institute of Southern California in Orange, California.
- *4.10 Approval of OTA Agreement Renewal – Huntington Hospital Action
The administration recommends approval of the agreement with Huntington Hospital in Pasadena, California.
- *4.11 Approval of New Pharmacy Technology Agreement – Rite Aid Corporation (Pharmacies) Action
The administration recommends approval of the agreement with Rite Aid Corporation (Pharmacies) in Camp Hill, Pennsylvania.
- *4.12 Approval of SLPA Agreement Renewal – Progress Speech & Language Center Action
The administration recommends approval of the agreement with Progress Speech & Language Center with locations in Anaheim and Santa Ana, California.
- *4.13 Approval of SLPA Agreement Renewal – Placentia-Yorba Linda Unified School District Action
The administration recommends approval of the agreement with Placentia-Yorba Linda Unified School District in Placentia, California.

- *4.14 Approval of SLPA Agreement Renewal – Tustin Unified School District Action
The administration recommends approval of the agreement with Tustin Unified School District in Tustin, California.
- *4.15 Approval of Agreement with Pacific Clinics Action
The administration recommends approval of the agreement with Pacific Clinics' Recovery Education Institute in Orange, California.
- *4.16 Approval of Santiago Canyon College Educational Master Plan 2012-2016 Action
The administration recommends approval of the Santiago Canyon College Educational Master Plan for 2012-2016.

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 Budget Increases/Decreases and Budget Transfers Action
The administration recommends approval of budget increases, decreases and transfers during the month of November 2012.
- *5.3 Approval of Classroom Lease – 2000 Chapman Inc. Action
The administration recommends ratification of the negotiated three-year lease of classroom space with 2000 Chapman Inc. for the period of February 1, 2013, through January 31, 2016, as presented.
- *5.4 Approval of Nonresident Fees for 2013-2014 Action
The administration recommends approval of establishing the nonresident tuition fee at \$190 per unit, the capital outlay fee at \$24 per unit, and the application fee at \$25 for 2013-2014 as presented.
- *5.5 Approval of Reappointments/Reaffirmations for the Measure E Citizens' Bond Oversight Committee Action
The administration recommends approval of the reaffirmations and reappointments of the Citizens' Bond Oversight Committee for the 2013 calendar year as presented.
- *5.6 Acceptance of Grant of Easement to AT&T California Action
The administration recommends acceptance of the Grant of Easement to AT&T at Santa Ana College (SAC) as presented.

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

- *5.7 Approval of Request For Proposal (RFP) – Geotechnical, Materials Testing and Special Inspection Services at Santa Ana College Action
The administration recommends approval of the contract with Koury Engineering and Testing for materials testing and inspection services in the amount of \$210,000, as presented.
- *5.8 Approval of Notice of Completion: Bid #1194 – Portable Building Certification at Santa Ana College Action
The administration recommends approval of the Notice of Completion for the Portable Building Certification at SAC as presented.
- *5.9 Approval of Architect Services Agreement with Westberg+White - Proposal for Santa Ana College Buildings A, F, & R and Santiago Canyon College (SCC) Building D Boiler Replacement Action
The administration recommends approval of the architect services agreement with Westberg+White for \$74,100 plus reimbursable expenses not to exceed \$8,000 as presented.
- *5.10 Adoption of Resolution No. 12-77 – Signalization Project at Santiago Canyon College Action
The administration recommends adoption of Resolution No. 12-77 for Dynalectric for Bid # 1181 for the signalization project at SCC as presented.
- *5.11 Adoption of Resolution No. 12-78 – Plumbing for Loop Road Extension at Santiago Canyon College Action
The administration recommends adoption of Resolution No. 12-78 for Interpipe Construction, Inc. for Bid #1140 for plumbing for the Loop Road Extension at SCC as presented.
- *5.12 Adoption of Resolution No. 12-79 – Landscaping for Humanities Building at Santiago Canyon College Action
The administration recommends adoption of Resolution No. 12-79 for Tropical Plaza Nursery, Inc. for Bid #1134 for landscaping for the Humanities building at SCC as presented.
- *5.13 Adoption of Resolution No. 12-80 – Plumbing for Humanities Building at Santiago Canyon College Action
The administration recommends adoption of Resolution No. 12-80 for Interpipe Construction, Inc. for Bid #1140 for plumbing for the Humanities building at SCC as presented.

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

- *5.14 Adoption of Resolution No. 12-81 – Concrete for Loop Road Extension at Santiago Canyon College Action
The administration recommends adoption of Resolution No. 12-81 for Guy Yocom Construction, Inc. for Bid #1136 for concrete for the Loop Road Extension at SCC as presented.
- *5.15 Approval of Additional Construction Management Services for Various Santiago Canyon College Construction Projects Action
The administration recommends approval of amending and increasing Seville Construction Services agreement in the amount of \$37,517 as presented.
- *5.16 Approval of Change Order #7 for Bid #1136 for Concrete for Humanities Building at Santiago Canyon College Action
The administration recommends approval of change order #7 for Bid #1136 for Guy Yocom Construction, Inc. for concrete for the Humanities building at SCC as presented.
- *5.17 Approval of Change Order #10 for Bid #1139 for Electricity for Humanities Building at Santiago Canyon College Action
The administration recommends approval of change order #10 for Bid #1139 for Dynalectric for electricity for the Humanities building at SCC as presented.
- *5.18 Approval of Change Order #10 for Bid #1139 for Electricity for Athletic/Aquatic Complex at Santiago Canyon College Action
The administration recommends approval of change order #10 for Bid #1139 for Dynalectric, Inc. for electricity for the Athletic/Aquatic complex at SCC as presented.
- *5.19 Approval of Change Order #2 for Bid #1141 for HVAC for Athletic/Aquatic Complex at Santiago Canyon College Action
The administration recommends approval of change order #2 for Bid #1141 for West Tech Mechanical for HVAC for the Athletic/Aquatic complex at SCC as presented.
- *5.20 Approval of Change Order #6 for Bid #1144 for Roofing for Athletic/Aquatic Complex at Santiago Canyon College Action
The administration recommends approval of change order #6 for Bid #1144 for Troyer Contracting Company, Inc. for roofing for the Athletic/Aquatic complex at SCC as presented.

- *5.21 Approval of Change Order #11 for Bid #1147 for Interiors for Humanities Building at Santiago Canyon College Action
The administration recommends approval of change order #11 for Bid #1147 for Inland Empire Architectural Specialties for interiors for the Humanities building at SCC as presented.
- *5.22 Approval of Change Order #11 for Bid #1146 for Framing and Elevators for Humanities Building at Santiago Canyon College Action
The administration recommends approval of change order #11 for Bid #1146 for Inland Building Construction Company for framing and elevators for the Humanities building at SCC as presented.
- *5.23 Approval of Reduction of Retention by 50% for Blazing Industrial Steel Inc. for Bid #1138 for Structural Steel for Humanities Building at Santiago Canyon College Action
The administration recommends approval of releasing 50% of the retention amount for Blazing Industrial Steel Inc. for Bid #1138 for structural steel for the Humanities building at SCC as presented.
- *5.24 Approval of Independent Contractors Action
The administration recommends approval of the following independent contractor: Rebecca Ruiz for consulting services provide training and presentations for Student Mental Health Program (SMHP) grant. Dates of service are March 1, 2013, through May 31, 2014. The fee is estimated at \$37,500.
- *5.25 Approval of Independent Contractors Action
The administration recommends approval of the following independent contractor: Public Health Preventive Care Consulting Inc. (PHPC) for consulting services to provide professional and technical assistance to the existing Early Head Start (EHS) program. Dates of service are January 15, 2013, through December 31, 2013. The fee is estimated at \$25,000 at \$65 an hour.
- *5.26 Approval of Purchase Orders Action
The administration recommends approval of the purchase order listing for the period November 18, 2012, through December 15, 2012.

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:
- California Mathematics Diagnostic Testing Project (MDTP) \$ 25,629 (SAC)

- *6.1 Approval of Resource Development Items – (cont.)
- Career Technical Education (CTE) Community Collaborative VI (District) – *Adjustment* \$ -24,327
 - Early Head Start – Year 1 (District) \$1,427,988
 - Facilities Renovation and Repair (District) \$ 95,453
 - NSF – Fullerton Mathematics Teacher and Master Teacher Fellows Project (FULL MT2) – Year 3 (SAC) \$ 20,000
 - Youth Entrepreneurship Program (YEP) – BEC Year 3 (District) \$ 125,000
 - Youth Entrepreneurship Project – Faculty Mini Grants Program III (District) \$ 560,000
- *6.2 Approval of Subcontract Agreements between RSCCD and CHOC/ Help Me Grow, and MOMS Orange County for Early Head Start Action
The administration recommends approval of the subcontract 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.
- *6.3 Approval of Child Development Services Parent Handbook Action
The administration recommends approval of the revised Child Development Services Parent Handbook.
- 6.4 Reports from Board Committees
- Board Facilities Committee
- 6.5 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. Part-time Faculty
 - b. Classified Staff
 - c. Student Workers
 - d. Professional Experts
2. Conference with Legal Counsel: Anticipated/Potential Litigation (pursuant to Government Code Section 54956.9[b]-[c]) (1 case)

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

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: California School Employees Association, Chapter 888
4. Public Employee Discipline/Dismissal/Release (pursuant to Government Code Section 54957[b][1])
5. Liability Claim (pursuant to Government Code Section 54956.95)
 - a. 13-8826JW
6. Student Expulsion (pursuant to Education Code 72122)
Student I.D. #1787138

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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- 7.0 ADJOURNMENT** - The next regular meeting of the Board of Trustees will be held on February 4, 2013.