

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
Board of Trustees (Regular meeting)
Monday, December 7, 2015
2323 North Broadway, #107
Santa Ana, CA 92706

A G E N D A

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 Closed Session is scheduled at 4:30 p.m.; followed by a regular meeting at 5 p.m.

1.0 PROCEDURAL MATTERS

4:30 p.m.

1.1 Call to Order

1.2 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.

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. Conference with Legal Counsel: Anticipated/Potential Litigation (pursuant to Government Code Section 54956.9[b]-[c]) (2 cases)

2. Conference with Legal Counsel: Existing Litigation (pursuant to Government Code Section 54956.9[a])

Faculty Association of the Rancho Santiago Community College District, et al. v. RSCCD Foundation, et al. Case No. 30-2015-00790167-CU-MM-CJC (Superior Court-County of Orange)

3. Liability Claim (pursuant to Government Code Section 54956.95)
 - a. DM20153011

RECONVENE

Issues discussed in Closed Session (Board Clerk)

- 1.3 Pledge of Allegiance to the United States Flag

- 1.4 Presentation of District Annual Financial Audit

- 1.5 Approval of Additions or Corrections to Agenda Action

- 1.6 Public Comment

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- 1.7 Approval of Minutes – Regular meeting of November 9, 2015 Action

- 1.8 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 **BOARD ORGANIZATION**

- 2.1 Annual Board Organization Action

Board Policy 2305 requires that the board take specific actions at its annual organizational meeting:

- Election of Board Officers (President, Vice President, and Clerk) for the 2015-2016 year
- Designation of secretary and assistant secretary

2.1 Annual Board Organization (contd.)

- The President of the Board shall appoint members and chairs to following board committees:
 - Facilities Committee
 - Fiscal and Audit Review Committee
 - Legislative Committee
 - Policy Committee
 - Safety & Security Committee
- The President of the Board shall appoint representatives to the the following organizations:
 - RSCCD Foundation
 - Orange County Community College Legislative Task Force
 - Orange County School Boards Association
 - Nominating Committee on School District Organization
- Adoption of schedule of meeting dates for 2016
- Reaffirmation of Board Policy 2200 – Board Duties and Responsibilities
- Reaffirmation of Board Policy 2715 – Code of Ethics/Standards of Practice
- Reaffirmation of Board Policy 2735 – Board Member Travel
- Reaffirmation of Board Policy 6320 - Investments
- Designation of specific days, weeks or months of observance, which relate to the educational mission of the district

3.0 INFORMATIONAL ITEMS AND ORAL REPORTS

3.1 Report from the Chancellor

- Accreditation

3.2 Reports from College Presidents

- Accreditation
- Enrollment
- Facilities
- College activities
- Upcoming events

3.3 Report from Student Trustee

3.4 Reports from Student Presidents

- Student activities

3.5 Report from Classified Representative

3.6 Reports from Academic Senate Presidents

- Senate meetings

3.7 Reports from Board Committees

- Board Facilities Committee
- Board Fiscal/Audit Committee
- Orange County Community Colleges Legislative Task Force

4.0 INSTRUCTION

- *4.1 Approval of Santa Ana College (SAC) Community Services Program Revenue Contract Action
The administration recommends approval of the SAC Community Services Program Revenue Contract between Michael T. Doudna doing business as Sunrise Choices and Rancho Santiago Community College District (RSCCD) on behalf of SAC Community Services Program.
- *4.2 Approval of New Occupational Therapy Assistant (OTA) Agreement with Leaps and Bounds Pediatric Therapy Inc. Action
The administration recommends approval of the new agreement with Leaps and Bounds Pediatric Therapy Inc. in Norco, California.
- *4.3 Approval of New OTA Agreement with North Coast Rehab Inc. Action
The administration recommends approval of the agreement with North Coast Rehab Inc. in Livermore, California.
- *4.4 Approval of New OTA Agreement with Senior Rehab Solutions Action
The administration recommends approval of the new agreement with Senior Rehab Solutions in Dallas, Texas.
- *4.5 Approval of New Speech-Language Pathology Assistant (SLPA) Agreement with Little Voices Speech and Language Therapy Action
The administration recommends approval of the new SLPA agreement with Little Voices Speech and Language Therapy in Long Beach, California.
- *4.6 Approval of First Amendment to Affiliation Agreement with Quick CAPTION Action
The administration recommends approval of the first amendment to the affiliation agreement for real time computer aided captioning services with Quick CAPTION located in Riverside, California.
- *4.7 Approval of SLPA Agreement Renewal with Santa Ana Unified School District (SAUSD) Action
The administration recommends approval of the agreement renewal with SAUSD in Santa Ana, California.
- *4.8 Approval of SLPA Agreement Renewal with Orange Unified School District (OUSD) Action
The administration recommends approval of the agreement renewal with OUSD in Orange, California.
- *4.9 Approval of OTA Agreement Renewal with Big Fun Therapy and Recreational Services Action
The administration recommends approval of the agreement renewal with Big Fun Therapy and Recreational Services in Culver City, California.

* Item is included on the Consent Calendar, Item 1.8.

- *4.10 Approval of Agreement with Memeni Technologies Ltd. to Launch Career Pathway for International Business Education Alliance Program Action
The administration recommends approval of the agreement with Memeni Technologies Ltd. to launch the career pathway for the International Business Education Alliance Program as presented.
- *4.11 Approval of Amendment #2 to Criminal Justice Academies (CJA) Agreement (MA-060-11010909) with County of Orange Action
The administration recommends approval of amendment #2 to CJA agreement (MA-060-11010909) with the County of Orange in Santa Ana, California.
- *4.12 Approval of Amendment #7 to CJA Agreement (Z1000000068) with County of Orange Action
The administration recommends approval of amendment #7 to CJA agreement (Z1000000068) with the County of Orange in Santa Ana, California.
- *4.13 Approval of Student Equity Plans for Santiago Canyon College and Santa Ana College Action
The administration recommends approval of the Student Equity Plans for SCC and SAC as presented.
- *4.14 Approval of Proposed Revisions for 2016-2017 Santa Ana College Catalog Action
The administration recommends approval of the proposed revisions for the 2016-2017 SAC catalog as presented.
- *4.15 Approval of Proposed Revisions for 2016-2017 Santiago Canyon College (SCC) Catalog Action
The administration recommends approval of the proposed revisions for the 2016-2017 SCC catalog as presented.
- *4.16 Approval of Five Year Affiliation Agreement with New Orange Hills Action
The administration recommends approval of the affiliation agreement with New Orange Hills to authorize SCC Community Services to provide Nursing Assistant clinical training classes at the New Orange Hills facilities from November 6, 2015, through June 30, 2020, as presented.

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 Transfers and Budget Increases/Decreases Action
The administration recommends approval of budget transfers, increases, and decreases for October 24 to November 18, 2015.

* Item is included on the Consent Calendar, Item 1.8.

- 5.3 Receive and Accept District Audit Reports for Fiscal Year Ended June 30, 2015 Action
The administration recommends the board receive and accept the RSCCD audit reports for the fiscal year ended June 30, 2015, as presented.
- *5.4 Approval of Agreement with MHP, Inc. for On-Call Structural Engineering Services for various Facility Improvement Projects Action
The administration recommends approval of the agreement with MHP, Inc. for on-call structural engineering services for various facility improvement projects as presented.
- *5.5 Approval of Agreement with PENCO Engineering, Inc. for Land Surveying Consulting Services for Science Center at Santa Ana College Action
The administration recommends approval of the agreement with PENCO Engineering, Inc. for land surveying consulting services for the Science Center at SAC as presented.
- *5.6 Approval of Agreement with Steinberg Architects for Architectural Services for District Capital Outlay Projects for Santa Ana College and Santiago Canyon College Action
The administration recommends approval of the agreement with Steinberg Architects for architectural services for district capital outlay projects for SAC and SCC as presented.
- 5.7 Approval of Option 3 for Orange Education Center (OEC) Action
The administration recommends approval of Option 3 for the renovation of the Orange Education Center.
- 5.8 Approval of Amendment to Agreement with HPI Architecture for Professional Design Services for Orange Education Center (OEC) at Santiago Canyon College Action
The administration recommends approval of the amendment with HPI Architecture for the OEC at SCC as presented.
- *5.9 Acceptance of the Completion of Bid #1261 for Door Hardware Upgrade at Building A (Administration) and B (Classrooms and Faculty) at Santiago Canyon College and Approval of Recording of Notice of Completion Action
The administration recommends the board accept the project as complete and approve the filing of a Notice of Completion with the County as presented.
- *5.10 Approval of Change Order #2 with Climatec, Inc. for Energy Management System Upgrade Project at Santiago Canyon College Action
The administration recommends approval of change order #2 with Climatec, Inc. for the energy management system upgrade project at SCC as presented.

- *5.11 Award of Bid #1272 for Building D Renovations Phase 2 at Santiago Canyon College Action
The administration recommends awarding Bid #1272 to Line Tech Contractors for Building D Renovations Phase 2 at SCC as presented.
- *5.12 Award of Bid #1273 for Roof Repairs (U Portables) at Santiago Canyon College Action
The administration recommends approval of awarding Bid #1273 to C.I. Services, Inc. for the roof repairs (U portables) at SCC as presented.
- *5.13 Approval of Lease Agreement with Compliance Management Systems, Inc. Action
The administration recommends approval of the lease agreement with Compliance Management and authorization be given to the Vice Chancellor of Business Operations and Fiscal Services to execute the agreement on behalf of the district as presented.
- *5.14 Acceptance of the 2014-2015 Measure Q Citizens' Bond Oversight Annual Report to the Community Action
The administration recommends the acceptance of the Measure Q Citizens' Bond Oversight Committee Annual Report to the Community for 2014-2015 as presented.
- *5.15 Approval of Consultant Agreement with Comsec Associates, Inc. for Design, Bid Development, Evaluation and Related Services Action
The administration recommends approval of the consultant agreement with Comsec Associates, Inc. with the design, bid development, evaluation and related services for a district-wide digital radio system as presented.
- *5.16 Acceptance and Approval of Request for Proposal (RFP) #1271 Student Health Services - Electronic Medical Record Software & Hosting Service Action
The administration recommends acceptance of the RFPs and approval of awarding the bid to Point and Click Solutions, Inc. for RFP #1268 – Student Health Services – Electronic Medical Record Software and Hosting Service as presented.
- *5.17 Approval of Purchase Orders Action
The administration recommends approval of the purchase order listing for the period October 25, 2015, through November 14, 2015.

* Item is included on the Consent Calendar, Item 1.8.

6.0 GENERAL

- *6.1 Approval of Resource Development Items 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:
- California State Preschool Program (CSPP) Quality Rating and Improvement System (QRIS) Block Grant (District) – *Augmentation* \$ 37,604
 - Early Head Start – Year 2 (District) \$1,807,624
 - National Science Foundation (NSF) – Fullerton Mathematics Teacher and Master Teacher Fellows Project (FULL MT2) – Year 6 (SAC) \$ 20,000
 - Small Business Administration/California State University, Fullerton (SBA/CSUF) – Small Business Development Center (SBDC) \$ 612,000
 - Student Success and Support Program (SSSP) – Credit (SAC/District) \$4,532,174
 - Student Success and Support Program (SSSP) – Credit (SCC/District) \$1,935,628
- *6.2 Approval of Memorandum of Understanding (MOU) between RSCCD and Santa Ana Unified School District Action
The administration recommends approval of the MOU between RSCCD and SAUSD for Early Care and Education Services at Valley High School.
- *6.3 Approval of Renewal Agreement with Sheraton Cerritos for Los Angeles/ Orange County Regional Consortium Monthly Meetings for January – June 2016 Action
The administration recommends approval of the Sheraton Cerritos renewal agreement for the Los Angeles/Orange County Regional Consortium January-June 2016 monthly meetings.
- *6.4 Authorization of Signatures Action
The administration recommends approval of the revised list of authorized signatures.
- 6.5 List of 2016 Conferences and Legislative Executive Visits for Board Members Information
Board Policy 2735 and a list of conferences and legislative executive visits that board members may wish to attend is provided as information.
- 6.6 Appointment to Measure Q Citizens’ Bond Oversight Committee Action
It is recommended that the board approve the appointments to the Measure Q Citizens’ Bond Oversight Committee as presented.

- 6.7 RSCCD Board of Trustees Self-Evaluation Action
It is recommended that the board review the evaluation responses and complete the self-evaluation process for 2015.

- 6.8 Board Member Comments Information

RECESS TO CLOSED SESSION

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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) Assistant Dean
 - (2) Vice President
 - (3) Director
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 Discipline/Dismissal/Release (pursuant to Government Code Section 54957[b][1])
4. Liability Claim (pursuant to Government Code Section 54956.95)
 - a. EMP1500793JW

RECONVENE

Issues discussed in Closed Session (Board Clerk)

Public Comment

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7.0 HUMAN RESOURCES

- 7.1 Management/Academic Personnel Action
- Approval of Employment Agreements
 - Approval of New Job Descriptions
 - Approval of Appointments
 - Approval of Changes of Assignment
 - Approval of End of Interim Assignments
 - Approval of Extensions of Hire for Temporary Long-term Substitutes per E.C. 87481 & 87482
 - Ratification of Resignations/Retirements
 - Approval of Contract Extensions
 - Approval of Changes of Classification
 - Approval of Association Released Times
 - Approval of Leaves of Absence
 - Approval of Adjustment to Effective Date for Leaves of Absence
 - Approval of Beyond Contract/Overload Step Increases
 - Approval of Stipends
 - Approval of Part-time Hourly New Hires/Rehires
 - Approval of Non-paid Instructors of Record
- 7.2 Classified Personnel Action
- Approval of Miscellaneous Pay Schedule
 - Approval of New Appointments
 - Approval of Hourly Ongoing to Contract Assignments
 - Approval of Temporary to Contract Assignments
 - Approval of Out of Class Assignments
 - Approval of Changes in Position
 - Ratification of Resignations/Retirements
 - Approval of Temporary to Hourly Ongoing Assignments
 - Approval of Changes in Positions/Locations
 - Approval of Temporary Assignments
 - Approval of Additional Hours for Ongoing Assignments
 - Approval of Substitute Assignments
 - Approval of Miscellaneous Positions
 - Approval of Instructional Associates/Associate Assistants
 - Approval of Community Service Presenters and Stipends
 - Approval of Student Assistant Lists
- 7.3 Approval of Hay Group Consultant Agreement Action
- It is recommended that the board approve the agreement with Hay Group Consultant Inc.
- 7.4 Authorization for Board Travel/Conferences Action
- It is recommended that the board authorize the submitted conference and travel by board members.

8.0 ADJOURNMENT - The next regular meeting of the Board of Trustees will be announced after the 2016 board meeting calendar is approved. The meeting will be held at the District Office at 2323 North Broadway, Room #107, in Santa Ana, California.

