

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
Board of Trustees (Regular meeting)
Monday, January 25, 2016
2323 North Broadway, #107
Santa Ana, CA 92706

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 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 January 11, 2016

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 Report from Classified Representative
- 2.6 Reports from Academic Senate Presidents
 - Senate meetings
- 2.7 Informational Presentation on Student Success Scorecard
 - Program overview
 - College data
- 2.8 Reports from Board Committee Chairpersons
 - Board Policy Committee

3.0 INSTRUCTION

- *3.1 Approval of Clinical Affiliation Agreement for Athletic Training: California Baptist University Action

The administration recommends approval of the clinical affiliation agreement for athletic training with California Baptist University in Riverside, California.
- *3.2 Approval of New Pharmacy Technology Agreement – Veterans Affairs (VA) Greater Los Angeles Healthcare System Action

The administration recommends approval of the contract with VA Greater Los Angeles Healthcare System in Los Angeles, California.
- *3.3 Approval of New Occupational Therapy Assistant (OTA) Agreement - Palos Verdes Peninsula Unified School District (USD) Action

The administration recommends approval of the new agreement with Palos Verdes Peninsula USD in Palos Verdes Estates, California.
- 3.4 Approval of Memorandum of Understanding (MOU) between Hope Builders (formerly known as Taller San Jose), Santa Ana College (SAC) School of Continuing Education, Southwest Carpenters Training Fund and Santiago Canyon College (SCC) Apprenticeship Program Action

The administration recommends approval of the MOU between Hope Builders (formerly known as Taller San Jose), SAC School of Continuing Education, Southwest Carpenters Training Fund and SCC Apprenticeship Program.

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

- *3.5 Approval of Nursing Program Agreement – University of Texas at Arlington Action
The administration recommends approval of the clinical affiliation agreement with the University of Texas at Arlington.
- *3.6 Approval of Nursing Program Agreement – Concordia University Irvine Action
The administration recommends approval of the affiliation agreement with Concordia University Irvine.
- 3.7 Receive for First Reading – Santiago Canyon College Follow-Up Report on Accreditation Information
The SCC Follow-Up Report on Accreditation is provided for a first reading as information only.

4.0 BUSINESS OPERATIONS/FISCAL SERVICES

- *4.1 Approval of Payment of Bills Action
The administration recommends payment of bills as submitted.
- *4.2 Approval of Budget Increases/Decreases and Budget Transfers Action
The administration recommends approval of budget increases, decreases and transfers during the period of December 12, 2015, to January 7, 2016.
- *4.3 Approval of Agreement to Indemnify, Waive and Release Successor Agency to Former Community Redevelopment Agency of City of Santa Ana Regarding Retro-Active Pass-Through Obligations Action
The administration recommends approval of the Agreement to Indemnify, Waive and Release Successor Agency to the Former Community Redevelopment Agency of the City of Santa Ana regarding Retro-Active Pass-Through Obligations as presented.
- *4.4 Approval of Quarterly Financial Status Report (CCFS-311Q) for Period Ended December 31, 2015 Action
The administration recommends approval of the CCFS-311Q for the period ending December 31, 2015, as presented.
- 4.5 Quarterly Investment Report as of December 31, 2015 Information
The quarterly investment report as of December 31, 2015, is presented as information.
- *4.6 Approval of Change Order #1 for Best Contracting Services for Dunlap Hall Roof Replacement Project Bid #1270 at Santa Ana College Action
The administration recommends approval of change order #1 for Best Contracting Services for Dunlap Hall roof replacement project Bid #1270 at SAC as presented.

- *4.7 Acceptance of Completion of Dunlap Hall Roof Replacement Project Bid #1270 at Santa Ana College and Approval of Recording of Notice of Completion Action
The administration recommends acceptance of the project as complete and approval of the filing of a Notice of Completion with the County as presented.
- *4.8 Approval of Change Order #2 for DPR Construction Company for Dunlap Hall Renovations Project at Santa Ana College Action
The administration recommends approval of change order #2 for DPR Construction Company for Dunlap Hall renovations project at SAC as presented.
- *4.9 Acceptance of Completion of Dunlap Hall Renovations Project at Santa Ana College and Approval of Recording of Notice of Completion Action
The administration recommends acceptance of the project as complete and approval of the filing of a Notice of Completion with the County as presented.
- *4.10 Approval of Agreement with Donald Krotee Partnership, Inc. for Architectural Design Services for Americans With Disabilities Act (ADA) Upgrades Phase 1 Project at Santiago Canyon College Action
The administration recommends approval of the contract with Donald Krotee Partnership, Inc. for architectural design services for the ADA upgrades Phase 1 project at SCC as presented.
- *4.11 Acceptance of Completion of Energy Management Systems Upgrade Project Resolution No. 15-08 at Santiago Canyon College and Approval of Recording of Notice of Completion Action
The administration recommends acceptance of the project as complete and approval of the filing of a Notice of Completion with the County as presented.
- *4.12 Approval of Vendor Name Change Action
The administration recommends approval of the vendor Unisource Worldwide, Inc. name change to Veritiv Operating Company as presented.
- *4.13 Approval of Purchase Orders Action
The administration recommends approval of the purchase order listing for the period November 15, 2015, through January 9, 2016.

5.0 GENERAL

- *5.1 Approval of Resource Development Items Action
The administration recommends approval of budgets, acceptance of grants, and authorization for the Vice Chancellor of Business Operations/Fiscal Services or his designee to enter into related contractual agreements on behalf of the district for the following:
- CalWORKS/Work Study/TANF (SAC/SCC) \$524,578
 - Deputy Sector Navigator – Retail Hospitality/Tourism/Learn & Earn (District) – *Augmentation* \$100,000
 - Equality Employment Opportunity (EEO) – Diversity Allocation Funds (District) \$ 11,670
 - Proposition 39 Clean Energy Workforce Program Grant - Program Improvement Funds II (SCC) \$187,804
- 5.2 Approval of Sub-Agreement between RSCCD and Southwest Carpenters Training Trust for Proposition 39 Clean Energy Workforce Program Grant Action
The administration recommends approval of the sub-agreement and authorization be given to the Vice Chancellor, Business Operations/Fiscal Services or his designee to sign and enter into a related contractual agreement on behalf of the district.
- 5.3 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. Full-time Faculty
 - b. Part-time Faculty
 - c. Classified Staff
 - d. Professional Experts
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. Conference with Legal Counsel: Anticipated/Potential Litigation (pursuant to Government Code Section 54956.9[b]-[c]) (2 cases)

4. Conference with Labor Negotiator (pursuant to Government Code Section 54957.6)
Agency Negotiator: Ms. Judy Chitlik, Assistant Vice Chancellor of Human Resources
Employee Organization: Faculty Association of Rancho Santiago Community College District
5. Public Employee Performance Evaluation (pursuant to Government Code Section 54957)
 - a. Chancellor
6. Public Employee Discipline/Dismissal/Release (pursuant to Government Code Section 54957[b][1])
7. Liability Claims (pursuant to Government Code Section 54956.95)
 - a. DM20160701

RECONVENE

Issues discussed in Closed Session (Board Clerk)

Public Comment

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6.0 HUMAN RESOURCES

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| 6.1 | <u>Management/Academic Personnel</u> | <u>Action</u> |
| | <ul style="list-style-type: none">• Approval of Revised Job Descriptions• Approval of CEFA Step Increases/Effective January 1, 2016• Approval of Voluntary Transfers• Approval of Changes of Location• Approval of Additional Assignment-Site Supervisor Stipends• Approval of Contract Extension Days• Approval of Leaves of Absence• Approval of Column Changes• Approval of Part-time Hourly New Hires/Rehires• Approval of Non-paid Intern Services | |
| 6.2 | <u>Classified Personnel</u> | <u>Action</u> |
| | <ul style="list-style-type: none">• Approval of Revised Miscellaneous Pay Schedule• Approval of Revised Job Descriptions• Approval of New Appointments• Approval of Temporary to Contract Assignments• Approval of Professional Growth Increments | |

6.2 Classified Personnel (contd.)

- Approval of Out of Class Assignments
- Approval of Changes in Position
- Ratification of Resignations/Retirements
- Approval of New Appointments
- Approval of Temporary to Hourly Ongoing Assignments
- Approval of Leaves of Absence
- 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 Assistants List

6.3 Rejection of Claims

The district's legal counsel recommends the board authorize the chancellor or his designee to reject the claims submitted by John P. Johns.

Action

6.4 Authorization for Board Travel/Conferences

It is recommended that the board authorize the submitted conference and travel by a board member.

Action

7.0 ADJOURNMENT - The next regular meeting and Board Planning Session of the Board of Trustees will be held on February 22, 2016.