

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT (RSCCD)
Board of Trustees (Regular meeting)
Monday, October 10, 2016
Santa Ana College
1530 W. 17th Street, Phillips Hall
Santa Ana, California

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 September 26, 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.

- 1.7 Recognition of Students by Board of Trustees
- 1.8 Recognition of Faculty by Board of Trustees
- 1.9 Presentation on Santa Ana College (SAC) Enrollment Plan

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

3.0 INSTRUCTION

- *3.1 Approval of New Occupational Therapy Assistant (OTA) Agreement - Orange County Speech Services Action

The administration recommends approval of the new agreement with Orange County Speech Services in Huntington Beach, California.
- *3.2 Approval of OTA Agreement Renewal – Centre for Neuro Skills Action

The administration recommends approval of the agreement renewal with Centre for Neuro Skills in Bakersfield, California.
- *3.3 Approval of Scope of Work for Educational Master Plan and College Planning Design Assistance with Collaborative Brain Trust through December 2016 Action

The administration recommends approval of the scope of work for the Educational Master Plan and college planning design assistance with Collaborative Brain Trust through December 2016 as presented.
- *3.4 Approval of Amendment to Agreement between the Regents of University of California, Irvine (UCI) and RSCCD for Research Evaluation of Santa Ana College’s ENGAGE in STEM Grant-Funded Project Action

The administration recommends approval of the amendment to the agreement between the Regents of UCI and RSCCD for research evaluation of SAC’s ENGAGE in STEM grant-funded project as presented.

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

- *3.5 Approval of Student Field Placement Agreement with California State University, Long Beach (CSULB) Action
The administration recommends approval of the Student Field Placement agreement with CSULB as presented.
- *3.6 Approval of Proposed Revisions for 2017-2018 Santa Ana College Catalog Action
The administration recommends approval of the proposed revisions for the 2017-2018 SAC Catalog.
- *3.7 Approval of Proposed Revisions for 2017-2018 Santiago Canyon College Catalog Action
The administration recommends approval of the proposed revisions for the 2017-2018 SCC catalog.
- *3.8 Approval of Contract Agreement with National Student Clearinghouse - StudentTracker Action
The administration recommends approval of the contract agreement with National Student Clearinghouse-StudentTracker.
- *3.9 Approval of Client Research Services Agreement with Hanover Research Action
The administration recommends approval of the Client Research Services agreement with Hanover Research.
- 3.10 Approval of Amended Apprenticeship Cost Agreements and Hourly Rate Increases Action
The administration recommends approval of the amended apprenticeship cost agreements and hourly rate increases for 2016-2017 as presented.

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 from July 1, 2016 to September 25, 2016.
- *4.3 Approval of Intrafund and Interfund Budget Transfers Action
The administration recommends approval of the intrafund and interfund budget transfers from July 1, 2016, to September 25, 2016.
- 4.4 Adoption of Resolution No. 16-22 – Conflict of Interest Action
The administration recommends adoption of Resolution No. 16-22 – Conflict of Interest Code as presented.

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

- 4.5 Adoption of Resolution No. 16-24 – Separate Bank and Investment Accounts Action
The administration recommends adoption of Resolution No. 16-24 – Separate Bank and Investment Accounts as presented.
- *4.6 Approval of Agreement with RPI Consultants Action
The administration recommends approval of the agreement with RPI Consultants as presented.
- *4.7 Approval of Agreement with Lentz Morrissey Architects, Inc. for On-Call Architectural Design Services for Various Projects District-wide Action
The administration recommends approval of the agreement with Lentz Morrissey Architects, Inc. for on-call architectural design services for various projects district-wide as presented.
- *4.8 Ratification of Award of Bid #1301 for Storm Water Improvements at Santa Ana College Orange County Sheriff's Regional Training Academy Action
The administration recommends ratification of the award of Bid #1301 for storm water improvements at SAC Orange County Sheriff's Regional Training Academy as presented.
- *4.9 Acceptance of Completion of Bid #1291 for Building G (Gym & Fitness Center) Aquatics Bleachers 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 filing a Notice of Completion with the County as presented.
- *4.10 Approval of Independent Contractor Action
The administration recommends approval of the following independent contractor: 2 Degree Shift to provide training for Career Technical Education (CTE) Data Unlocked Initiative to include support to facilitate capacity development and project implementation related to initiative for Cerro Coso College, Merced College, Porterville College, West Hills College-Coalinga and West Hills College-Lemore. Dates of service are October 11, 2016, through June 30, 2017. The fee is estimated at \$17,400.
- *4.11 Approval of Independent Contractor Action
The administration recommends approval of the following independent contractor: Arineh Arzoumanian to provide training for CTE Data Unlocked Initiative to include support to facilitate capacity development and project implementation related to initiative for Citrus College, El Camino College, Glendale Community College, Irvine Valley College, Los Angeles (LA) City College and Long Beach City College. Dates of service are from October 11, 2016, through June 30, 2017. The fee is estimated at \$17,800.

- *4.12 Approval of Independent Contractor Action
The administration recommends approval of the following independent contractor: Karen Beltramo to provide training for CTE Data Unlocked Initiative to include support to facilitate capacity development and project implementation related to initiative for Chabot College, College of the Redwoods, Evergreen Valley College, Gavilan College, Lake Tahoe Community College, Laney College, Los Medanos College and Napa Valley College. Dates of service are October 11, 2016, through June 30, 2017. The fee is estimated at \$24,600.
- *4.13 Approval of Independent Contractor Action
The administration recommends approval of the following independent contractor: Alison Bolton to provide training for CTE Data Unlocked Initiative to include support to facilitate capacity development and project implementation related to initiative for Butte College, Las Positas College, Mendocino College, Mission College, Santa Rosa Junior College, and Woodland Community College. Dates of service are October 11, 2016, through June 30, 2017. The fee is estimated at \$18,400.
- *4.14 Approval of Independent Contractor Action
The administration recommends approval of the following independent contractor: Jeremy Brown to provide training for CTE Data Unlocked Initiative to include support to facilitate capacity development and project implementation related to initiative for College of the Siskiyous, Consumnes River College, Folsom Lake College, Lassen College, Sacramento City College, and Shasta College. Dates of service are October 11, 2016, through June 30, 2017. The fee is estimated at \$19,600.
- *4.15 Approval of Independent Contractor Action
The administration recommends approval of the following independent contractor: Jason Cantus to provide training for CTE Data Unlocked Initiative to include support to facilitate capacity development and project implementation related to initiative for Antelope Valley College, LA Harbor College, LA Trade-Tech College, Moorpark College, Santa Monica College, and Ventura College. Dates of service are October 11, 2016, through June 30, 2017. The fee is estimated at \$17,800.
- *4.16 Approval of Independent Contractor Action
The administration recommends approval of the following independent contractor: Josh Friedman to provide training for CTE Data Unlocked Initiative to include support to facilitate capacity development and project implementation related to initiative for Hartnell College, Merritt College, Monterey Peninsula College, San Jose City College, and West Valley College. Dates of service are October 11, 2016, through June 30, 2017. The fee is estimated at \$18,000.

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

- *4.17 Approval of Independent Contractor Action
The administration recommends approval of the following independent contractor: Matthew Leyden to provide training for CTE Data Unlocked Initiative to include support to facilitate capacity development and project implementation related to initiative for Moreno Valley College, Riverside City College, San Bernardino Valley College, and Southwestern College. Dates of service are October 11, 2016, through June 30, 2017. The fee is estimated at \$15,000.
- *4.18 Approval of Independent Contractor Action
The administration recommends approval of the following independent contractor: Hannah Lawler to provide training for CTE Data Unlocked Initiative to include support to facilitate capacity development and project implementation related to initiative for Grossmont College, Imperial Valley College, Mt. San Jacinto College, Oxnard College, Palo Verde College, San Diego Mesa College, and Victor Valley College. Dates of service are October 11, 2016, through June 30, 2017. The fee is estimated at \$24,200.
- *4.19 Approval of Independent Contractor Action
The administration recommends approval of the following independent contractor: Daniel Martinez to provide training for CTE Data Unlocked Initiative to include support to facilitate capacity development and project implementation related to initiative for Allan Hancock College, College of Marin, Cuesta College, Santa Barbara City College, and Skyline College. Dates of service are October 11, 2016, through June 30, 2017. The fee is estimated at \$18,000.
- *4.20 Approval of Independent Contractor Action
The administration recommends approval of the following independent contractor: Nathan Pellegrin to provide training for CTE Data Unlocked Initiative to include support to facilitate capacity development and project implementation related to initiative for Bakersfield College, Clovis Community College, College of the Sequoias, Feather River College, Fresno City College, Reedley College, and Taft College. Dates of service are October 11, 2016, through June 30, 2017. The fee is estimated at \$24,800.
- *4.21 Approval of Independent Contractor Action
The administration recommends approval of the following independent contractor: Don Petrilli to provide training for CTE Data Unlocked Initiative to include support to facilitate capacity development and project implementation related to initiative for Cabrillo College, Contra Costa College, Diablo Valley College, Solano Community College, and Yuba College. Dates of service are October 11, 2016, through June 30, 2017. The fee is estimated at \$15,000.

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

- *4.22 Approval of Independent Contractor Action
The administration recommends approval of the following independent contractor: Gabrielle Stanco to provide training for CTE Data Unlocked Initiative to include support to facilitate capacity development and project implementation related to initiative for Barstow Community College, Chaffey College, College of the Canyons, College of the Desert, Copper Mountain College, and Norco College. Dates of service are October 11, 2016, through June 30, 2017. The fee is estimated at \$19,000.
- *4.23 Approval of Independent Contractor Action
The administration recommends approval of the following independent contractor: Nathan Tharp to provide training for CTE Data Unlocked Initiative to include support to facilitate capacity development and project implementation related to initiative for American River College, Columbus College, Modesto Junior College, San Joaquin Delta College, and Sierra College. Dates of service are October 11, 2016, through June 30, 2017. The fee is estimated at \$17,400.
- *4.24 Approval of Independent Contractor Action
The administration recommends approval of the following independent contractor: Bryan Ventura to provide training for CTE Data Unlocked Initiative to include support to facilitate capacity development and project implementation related to initiative for Coastline Community College, Cypress College, Mt. San Antonio College, Orange Coast College, and West Los Angeles College. Dates of service are October 11, 2016, through June 30, 2017. The fee is estimated at \$15,000.
- *4.25 Approval of Independent Contractor Action
The administration recommends approval of the following independent contractor: Marie Vicario-Fisher to provide training for CTE Data Unlocked Initiative to include support to facilitate capacity development and project implementation related to initiative for Cuyamaca College, Mira Costa College, Palomar College, San Diego City College, and San Diego Miramar College. Dates of service are October 11, 2016, through June 30, 2017. The fee is estimated at \$15,000.

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:
- | | |
|---------------------------------------------------|-----------|
| - Board Financial Assistance Program (BFAP) (SAC) | \$722,255 |
| - Board Financial Assistance Program (BFAP) (SCC) | \$315,685 |

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

- *5.1 Approval of Resource Development Items (contd.)
- Regular Student Support Services Program Grant – Year 2 (SCC) \$226,600
 - Talent Search IV – Year 4 (SAC) – *Augmentation* \$ 51,648
 - Upward Bound Math & Science Program – Year 5 (SCC) \$257,500
 - Veterans Student Support Services Program Grant – Year 2 (SAC) \$226,600
 - Veterans Upward Bound Program – Year 5 (SAC) \$218,580
- *5.2 Approval of Sub-Agreements between RSCCD and Garden Grove Unified School District and Orange Unified School District for Assembly Bill (AB) 104 Adult Education Block Grant Action
The administration recommends approval of the sub-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.
- *5.3 Approval of Sub-Agreement between RSCCD and Orange County Superintendent of Schools for AB 104 Adult Education Block 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.
- *5.4 Approval of Sub-Agreements between RSCCD and Los Angeles, Rio Hondo and San Jose-Evergreen Community College Districts for Career Technical Education Data Unlocked Grant Action
The administration recommends approval of the sub-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.
- 5.5 First Reading of Board Policies Information
The following board policies are presented for a first reading:
- BP 2715 Code of Ethics/Standards of Practice
 - BP 2735 Board Member Travel
 - BP 2745 Board Self-Evaluation
 - BP 3600 Auxiliary Organizations
 - BP 7400 Travel
- 5.6 Board Member Comments Information

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

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
2. Conference with Labor Negotiator (pursuant to Government Code Section 54957.6)
Agency Negotiator: Ms. Judy Chitlik, Interim Vice Chancellor of Human Resources
Employee Organizations: Faculty Association of Rancho Santiago Community College District (FARSCCD)
California School Employees Association (CSEA), Chapter 579
3. 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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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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6.0 HUMAN RESOURCES

6.1 Management/Academic Personnel

Action

- Approval of FARSCCD Part-time Hourly Step Increases Effective Fall 2016
- Approval of Interim Assignments/Changes of Location
- Approval of Final Salary Placements
- Approval of Contract Extension Days
- Approval of Leaves of Absence
- Ratification of Resignations/Retirements
- Approval of Beyond Contracts/Overload Stipends
- Approval of Part-time Hourly New Hires/Rehires
- Approval of Non-paid Instructors of Record

6.2 Classified Personnel Action

- Approval of Revised Job Descriptions
- Approval of New Appointments
- Approval of Professional Growth Increments
- Approval of Out of Class Assignments
- Approval of Changes in Position
- Approval of Longevity Increments
- Ratification of Resignations/Retirements
- Approval of Temporary Assignments
- Approval of Changes in Temporary Assignment
- 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

6.3 Public Disclosure of Collective Bargaining Agreement between RSCCD and California School Employees Association (CSEA), Chapter 579 Action

It is recommended that the board approve the collective bargaining agreement with CSEA, Chapter 579 for the period of July 1, 2016, through June 30, 2017.

7.0 **ADJOURNMENT** - The next regular meeting of the Board of Trustees will be held on October 24, 2016, at Santiago Canyon College.