

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT (RSCCD)
Board of Trustees (Regular meeting)
Monday, June 12, 2017
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 Administration of Oath of Allegiance to Gregory P. Pierot, 2017-2018 Student Trustee

1.4 Approval of Additions or Corrections to Agenda

Action

1.5 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.

1.6 Approval of Minutes – Regular meeting of May 30, 2017

Action

1.7 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.

1.8 Recognition of Dr. Stephen Eastmond

1.9 Public Hearing – 2017-2018 Tentative Budget

1.10 Public Hearing – Faculty Association of Rancho Santiago Community College District (FARSCCD) Initial Bargaining Proposal to Rancho Santiago Community College District

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 Tentative Budget

2.8 Reports from Board Committee Chairpersons

- Board Policy Committee

3.0 INSTRUCTION

*3.1 Approval of Instructional Agreement with SER, Jobs for Progress, Inc. for Basic Skills Training Action

The administration recommends approval of the Instructional Agreement with SER, Jobs for Progress, Inc. for basic skills training for program year 2017-2018 as presented.

*3.2 Approval of Instructional Agreement with SER, Jobs for Progress, Inc. for Vocational Training Action

The administration recommends approval of the Instructional Agreement with SER, Jobs for Progress for vocational training for program year 2017-2018 as presented.

*Item is included on the Consent Calendar, Item 1.7.

- *3.3 Approval of Instructional Agreement with SER, Jobs for Progress, Inc. for Citizenship Preparation Action
The administration recommends approval of the Instructional Agreement with SER, Jobs for Progress for citizenship preparation for program year 2017-2018 as presented.
- *3.4 Approval of Designated Representative to serve as Official RSCCD Representative on the Rancho Santiago Adult Education Consortium for 2017-2018 Fiscal Year Action
The administration recommends approval of Dr. Lori Fasbinder, Dean of Instruction and Student Services (Continuing Education), to serve as the official district representative on the Rancho Santiago Adult Education Consortium from July 1, 2017, through June 30, 2018.
- *3.5 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.
- *3.6 Approval of Memorandum of Understanding (MOU) between Rancho Santiago Community College District and Unity Middle College High School (UMCHS) Action
The administration recommends approval of the MOU between RSCCD and UMCHS.
- *3.7 Approval of Renewal of Five-Year Instructional Services Agreement with Integrated Resources Institute Action
The administration recommends approval of the Five-Year renewal of the Instructional Services Agreement with Integrated Resources Institute.

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 May 16, 2017, through May 29, 2017.
- 4.3 Adoption of Resolution No. 17-15 – Separate Bank and Investment Accounts Action
The administration recommends adoption of Resolution No. 17-15 – Separate Bank and Investment Accounts.

*Item is included on the Consent Calendar, Item 1.7.

- 4.4 Approval of 2017-2018 Tentative Budget Action
The administration recommends approval of the 2017-2018 proposed Tentative Budget as presented.
- *4.5 Approval of Amendment to Agreement with Lentz Morrissey Architects, Inc. for Professional Design Services for Americans with Disabilities Act (ADA) Upgrades to District Office Action
The administration recommends approval of the amendment to the agreement with Lentz Morrissey Architects, Inc. for professional design services for ADA upgrades to the district office as presented.
- *4.6 Approval of Amendment to Agreement with MHP, Inc. for On-Call Structural Engineering Services for various Facility Improvement Projects Action
The administration recommends approval of the amendment to the agreement with MHP, Inc. for on-call structural engineering services for various facility improvement projects as presented.
- 4.7 Approval of Five Year Construction Plan (2019-2023), Final Project Proposals (FPPs) and Initial Project Proposals (IPPs) for Santa Ana College and Santiago Canyon College Action
The administration recommends approval of the Five Year Construction Plan (2019-2023), FPPs, and IPPs for SAC and SCC as presented.
- *4.8 Rejection of Bid #1323 for 17th Street and Bristol Street Parking Lot at Santa Ana College Action
The administration recommends rejection of Bid #1323 for 17th Street and Bristol Street Parking Lot at SAC as presented.
- *4.9 Approval of Amendment to Agreement with Terracon Consultants, Inc. for Environmental Consulting Services for Orange Education Center (OEC) at Santiago Canyon College Action
The administration recommends approval of the amendment to the agreement with Terracon Consultants, Inc. for environmental consulting services for OEC at SCC as presented.
- *4.10 Approval of Amendment to Agreement with WLC Architects, Inc. for Architectural and Engineering Services for U Portable Certification and Renovation Project at Santiago Canyon College Action
The administration recommends approval of the amendment to the agreement with WLC Architects, Inc. for architectural and engineering services for the U Portable certification and renovation project at SCC as presented.

*Item is included on the Consent Calendar, Item 1.7.

- *4.11 Approval of Lease between Rancho Santiago Community College District and St. Peter Evangelical Lutheran Church Action
The administration recommends approval of the lease with St. Peter Evangelical Lutheran Church in Santa Ana for facilities to provide child care services as presented.
- *4.12 Approval of Amendment No. 1 to Agreement for Charter Bus Services Action
The administration recommends approval of Amendment No. 1 to extend the Charter Bus Services Agreement for an additional one (1) year term effective July 1, 2017, through June 30, 2018, with Silverado Stages, Inc.
- *4.13 Approval of Renewal for Landscape Maintenance Services Action
The administration recommends approval of the renewal of the Landscape Maintenance Services Agreement for an additional one (1) year term effective July 1, 2017, through June 30, 2018, with Tropical Plaza Nursery, Inc. as presented.
- *4.14 Approval of Renewal for Transportation Services Action
The administration recommends approval of the renewal of the Transportation Services Agreements for an additional one (1) year term effective July 1, 2017, through June 30, 2018, with Gold Coast Tours and Certified Transportation Services, Inc. as presented.
- *4.15 Approval of Independent Contractor Action
The administration recommends approval of the following independent contractor: Growth Sector, Inc. to provide support services as required to meet the outcomes of the SATech grant objectives including maintaining a caseload of one hundred twenty (120) active students, direct the planning and implementation of activities, establish and implement recruitment processes and participant services such as tutoring, mentoring, retention services and assessment, coordinate and conduct program outreach, and collect and maintain statistical information. Dates of service are July 1, 2017, through June 30, 2018. The fee is estimated at \$72,000.
- *4.16 Approval of Purchase Orders Action
The administration recommends approval of the purchase order listing for the month of April 2017.

*Item is included on the Consent Calendar, Item 1.7.

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:
- Assessment, Remediation & Retention for Associate Degree Nursing Program (SAC) \$114,000
 - Deputy Sector Navigator – Global Trade & Logistics (District) \$200,000
 - Deputy Sector Navigator – Information & Communication Technologies (ICT)/Digital Media (District) \$200,000
 - Deputy Sector Navigator – Retail Hospitality/Tourism/Learn and Earn (District) \$200,000
 - Deputy Sector Navigator – Small Business (District) \$200,000
 - Enrollment Growth for Associate Degree Nursing Program (SAC) \$ 97,000
 - Los Angeles/Orange County Regional Consortium (District) \$370,000
 - Santa Ana Middle College High School (SAC) \$100,000
 - Sector Navigator – ICT/Digital Media (District) \$372,500
- *5.2 Approval of Sub-Agreement between RSCCD and Coast Community College District/Coastline Community College for Deputy Sector Navigator Information and Communications Technology (ICT)/Digital Media 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 Approval of Sub-Agreement between RSCCD and North Orange County Community College District/Cypress College for Deputy Sector Navigator ICT/Digital Media 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.

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- *5.4 Approval of Sub-Agreement between RSCCD and Stephen A. Wright, LLC for Sector Navigator ICT/Digital Media 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.
- 5.5 First Reading of Board Policies Information
The following board policies are presented for a first reading as an information item:
- BP 2015 – Student Member
 - BP 2340 – Agendas
 - BP 2345 – Public Participation at Board Meetings
 - BP 3430 – Prohibition of Harassment
 - BP 3820 – Gifts
 - BP 7365 – Discipline and Dismissal – Classified Employees
 - BP 7310 - Nepotism
- 5.6 Approval of Extension of Consulting Services – Townsend Public Affairs, Inc. Action
It is recommended that the board approve the contract for consulting services with Townsend Public Affairs, Inc. as presented.
- 5.7 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. Student Workers
 - e. Professional Experts
 - f. Educational Administrator Appointments
 - (1) President
 - g. Chancellor Annual Recommendations on the Nonrenewal/Renewal of Administrator Contracts and Board Discussion of Policy Implications
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 1.7.

3. 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
4. Public Employee Performance Evaluation (pursuant to Government Code Section 54957)
 - a. Chancellor

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 2017-2018 Chancellor Interim Salary Schedule
- Approval of 2017-2018 Cabinet Interim Salary Schedule
- Approval of 2017-2018 Management Interim Salary Schedule
- Approval of 2017-2018 Administrator/Academic Supervisor Step Increases
- Approval of 2017-2018 Management/Classified Supervisor/Confidential Step Increases
- Approval of New Job Descriptions
- Approval of Appointments
- Approval of Appointments/Interim to Permanent
- Ratification of Executive Management Contracts
- Approval of Extensions of Interim Assignment
- Ratification of Resignations/Retirements
- Approval of 2017-2018 FARSCCD Interim Salary Schedules
- Approval of 2017-2018 California School Employees Association (CSEA) 888 Interim Salary Schedules
- Approval of 2017-2018 Continuing Education Faculty Association (CEFA) Interim Salary Schedule
- Approval of 2017-2018 FARSCCD Contract Salary Step Increases
- Approval of 2017-2018 CSEA 888 Step Increases
- Approval of 2017-2018 FARSCCD Athletic Coaching Contract Stipends
- Approval of 2017-2018 CSEA 888 Contract Stipends

6.1 Management/Academic Personnel (contd.)

- Approval of 2017-2018 FARSCCD Coordinator Contract Stipends
- Approval of 2017-2018 FARSCCD Contract Extension Days
- Approval of Rehiring of Temporary Employees per Education Code 87470
- Approval of Voluntary Workload Reductions
- Approval of Leaves of Absence
- Approval of 2016-2017 Contract Extension Days
- Approval of Additional Contract Extension Days
- Approval of Beyond Contract/Overload Stipends
- Approval of Summer Stipends
- Approval of Part-time Hourly New Hires/Rehires
- Approval of Non-paid Instructors of Record
- Approval of Non-paid Intern Services

6.2 Classified Personnel

Action

- Approval of 2017-2018 CSEA Interim Salary Schedule
- Approval of 2017-2018 Miscellaneous Salary Schedule
- Approval of 2017-2018 CSEA Step Increases
- Approval of New Appointments
- Approval of Professional Growth Increments
- Approval of Out of Class Assignments
- Approval of Return to Regular Assignments
- Approval of Changes in Position
- Approval of Leaves of Absence
- Ratification of Resignations/Retirements
- 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 Volunteers
- Approval of Student Assistant Lists

7.0 ADJOURNMENT - The next regular meeting of the Board of Trustees will be held on July 17, 2017.