

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT (RSCCD)**  
**Board of Trustees (Regular meeting)**  
**Monday, August 14, 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 Approval of Additions or Corrections to Agenda **Action**

1.4 Recognition of Dr. Bonita Jaros

1.5 Introduction of New Faculty Members

1.6 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.

1.7 Approval of Minutes – Special meeting of June 26, 2017 **Action**  
– Regular meeting of July 17, 2017

- 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.

- 1.9 Public Hearing – California School Employees Association (CSEA) Chapter 579 Initial Bargaining Proposal to Rancho Santiago Community College District
- 1.10 Public Hearing – Rancho Santiago Community College District Initial Bargaining Proposal to California School Employees Association Chapter 579
- 1.11 Public Hearing – Rancho Santiago Community College District Initial Bargaining Proposal to Faculty Association of Rancho Santiago Community College District (FARSCCD)

## **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 Medical Assistant Program Clinical Training Affiliation Agreement with St. Joseph Heritage Healthcare/Hoag Action  
The administration recommends approval of the Medical Assistant Program Clinical Training Affiliation Agreement with St. Joseph Heritage Healthcare/Hoag located in Anaheim, California as presented.
- \*3.2 Approval of Agreement with Orange County Transportation Authority (OCTA) and Santa Ana College (SAC) for Bus Pass Pilot Program Action  
The administration recommends approval of the agreement with OCTA and SAC for the bus pass pilot program for 2017-2018, 2018-2019, and 2019-2020 academic years.

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

- \*3.3 Approval of Agreement with Orange County Transportation Authority and Rancho Santiago Community College District for Continuing Education Bus Pass Pilot Program Action  
The administration recommends approval of the agreement with OCTA and SAC for the Continuing Education bus pass pilot program for 2017-2018, 2018-2019, and 2019-2020 academic years.
- \*3.4 Approval of Memorandum of Understanding (MOU) Phase II for Santa Ana Workforce Development Board and Rancho Santiago Community College District (America's Job Center of California [AJCC] Partner) Action  
The administration recommends approval of the MOU Phase II for Santa Ana Workforce Development Board and RSCCD (AJCC Partner).
- \*3.5 Approval of Santa Ana College Midterm Report for Accrediting Commission for Community and Junior Colleges (AACJC) Action  
The administration recommends approval of the SAC Midterm Report for ACCJC so that it may be submitted before October 15, 2017.
- \*3.6 Approval of Santiago Canyon College (SCC) Midterm Report for Accrediting Commission for Community and Junior Colleges Action  
The administration recommends approval of the SCC Midterm Report for ACCJC so that it may be submitted before October 15, 2017.
- \*3.7 Approval of Proposed Revisions for 2017-2018 Santiago Canyon College Catalog Addendum Action  
The administration recommends approval of the proposed revisions for the 2017-2018 SCC catalog addendum.
- \*3.8 Approval of Amendment #1 to Instructional Services Agreement with South Coast College Action  
The administration recommends approval of Amendment #1 to the Instructional Services Agreement with South Coast College in Orange, California.
- \*3.9 Approval of Renewal of Consulting Agreement with Orange Unified School District (OUSD) Action  
The administration recommends approval of the renewal of a consulting agreement with OUSD.
- \*3.10 Approval of Renewal of Memorandum of Understanding for Bridge Program with Orange Unified School District Action  
The administration recommends approval of the renewal of the MOU for the Bridge Program with OUSD.

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

- \*3.11 Approval of Amendment #1 to Instructional Services Agreement with Orange Unified School District Action  
The administration recommends approval of Amendment #1 to the Instructional Services Agreement with OUSD.

- \*3.12 Approval of Amendment to Memorandum of Understanding between Rancho Santiago Community College District and Unity Middle College High School (UMCHS) Action  
The administration recommends approval of the amendment to the MOU between RSCCD and UMCHS.

#### **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, Transfers, and Intrafund and Interfund Transfers Action  
The administration recommends approval of budget increases/decreases, transfers, and intrafund and interfund transfers from June 29, 2017, to June 30, 2017.

- \*4.3 Approval of Public Hearing for 2017-2018 Proposed Adopted Budget Action  
The administration recommends the board hold a public hearing on the 2017-2018 proposed Adopted Budget at the September 11, 2017, board meeting.

- \*4.4 Approval of Quarterly Financial Status Report (CCFS-311Q) for Period Ended June 30, 2017 Action  
The administration recommends approval of the CCFS-311Q for the period ending June 30, 2017, as presented.

- 4.5 Quarterly Investment Report as of June 30, 2017 Information  
The quarterly investment report as of June 30, 2017, is presented as information.

- \*4.6 Ratification of Award of Bid #1331 for Barrier Removal Path of Travel Improvements at Santiago Canyon College Action  
The administration recommends ratification of the award of Bid #1331 for barrier removal path of travel improvements at SCC as presented.

- \*4.7 Approval of Independent Contractor Michael Andrews Action  
The administration recommends approval of the agreement with Michael Andrews for Independent Contractor services as presented.

- \*4.8 Approval of Independent Contractor Eric Gruver Action  
The administration recommends approval of the agreement with Eric Gruver for Independent Contractor services as presented.

- \*4.9 Approval of Independent Contractor Action  
The administration recommends approval of the following independent Contractor: PGINET Consulting to provide planning and development of a secure part-time instructor absence reporting and substitute assignment system, development of a web accessible public facing course schedule, technical support and feature upgrades for the Continuing Education Online Professional Development, High School Grading and Online Educational Planning systems. Dates of service are August 15, 2017, through June 30, 2018. The fee is estimated at \$42,500.

- \*4.10 Approval of Purchase Orders Action  
The administration recommends approval of the purchase order listing for the period June 18, 2017, through July 15, 2017.

## 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:

- Basic Skills Initiative (SAC) – <i>Adjustment</i>	-\$ 11,660
- Basic Skills Initiative (SCC) - <i>Augmentation</i>	\$ 7,813
- Open Educational Resources Degree Initiative (SAC) - <i>Augmentation</i>	\$ 30,000
- Career and Technical Education Act (CTEA) Title I-C (District/SAC/SCC)	\$1,041,384
- Career and Technical Education Act (CTEA) Title I-C CTE Transitions (District/SAC/SCC)	\$ 83,184
- College Assistance Migrant Program (CAMP) – Year 1 (SCC)	\$ 425,000
- Youth Empowerment Strategies for Success – Independent Living Program (YESS – ILP) (SAC)	\$ 22,500

- \*5.2 Approval of Sub-Agreement between RSCCD and THINK Together for Assembly Bill (AB) 104 Adult Education Block Grant (#DO-17-2224-01) 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 International Trade Education Programs (ITEP) for Strong Workforce Program – Regional Funds Initiative (#DO-17-2185-15) 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 Third Amendment to Sub-Agreement between RSCCD and North Orange County Community College District/Fullerton College for California Career Pathways Trust Grant – Year 3 Action  
The administration recommends approval of the amendment to 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 Approval of Fourth Amendment to Sub-Agreement between RSCCD and North Orange County Community College District/Fullerton College for California Career Pathways Trust Grant – Year 4 Action  
The administration recommends approval of the amendment to 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.
- \*5.6 Approval of Fifth Amendment to Sub-Agreement between RSCCD and Orange Unified School District for California Career Pathways Trust Grant – Year 3 Action  
The administration recommends approval of the amendment to 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.
- \*5.7 Approval of Sixth Amendment to Sub-Agreement between RSCCD and Orange Unified School District for California Career Pathways Trust Grant – Year 4 Action  
The administration recommends approval of the amendment to 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.
- \*5.8 Adoption of Resolution No. 17-19 – California Department of Education (Contract #CSPP-7356) Action  
The administration recommends adoption of the resolution with the California Department of Education and authorization be given to the chancellor or his designee to sign and enter into a related contractual agreement on behalf of the district.

- \*5.9 Adoption of Resolution No. 17-20 – California Department of Education (Contract #CCTR-7162) Action  
The administration recommends adoption of the resolution with the California Department of Education and authorization be given to the chancellor or his designee to sign and enter into a related contractual agreement on behalf of the district.
- \*5.10 Adoption of Board Policy (BP) Action  
It is recommended that the board adopt BP 6307 Debt Issuance and Management as presented.
- 5.11 Approval of Appointment to Community College League of California (CCLC) Advisory Committee on Legislation Action  
It is requested that the board approval Trustee Hanna’s appointment to the CCLC Advisory Committee on Legislation during the 2017-2018 calendar year.
- 5.12 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. Administrator Appointments
    - (1) Chief
    - (2) Director
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])
4. Discussion of Chancellor’s Contract
5. Discussion of Educational Administrator Contract

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

## **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.

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.

## **6.0 HUMAN RESOURCES**

### **6.1 Management/Academic Personnel**

**Action**

- Approval of Revised Job Descriptions
- Approval of Revised Job Descriptions and Grade Level Changes
- Approval of Revised Job Descriptions & Title Changes
- Approval of Revised Job Description Titles & Designation Changes
- Approval of New Job Descriptions
- Approval of Employment Agreements
- Approval of Appointments
- Approval of Appointment to Interim Assignments/Employment of Retired Public Employees' Retirement System (PERS) Member
- Approval of Interim Assignments
- Ratification of Resignations/Retirements
- Approval of Adjusted Salary Placements/Changes in Grade Level
- Approval of Leaves of Absence
- Approval of Final Salary Placements
- Approval of Extensions of Interim Assignments
- Approval of Contract Extension Days for 2016-2017
- Approval of Contract Extension Days for 2017-2018
- Approval of 2017-2018 Contract Stipends
- Approval of Beyond Contract/Overload Stipends
- Approval of Part-time New Hires/Rehires
- Approval of Non-paid Instructors of Record
- Approval of Non-paid Intern Services

### **6.2 Classified Personnel**

**Action**

- Approval of New Appointments
- Approval of Professional Growth Increments
- Approval of Out of Class Assignments
- Approval of Changes in Position
- Approval of Changes in Salary Placement

- 6.2 Classified Personnel (contd.)
- Approval of Leaves of Absence
  - Ratification of Resignations/Retirements
  - Approval of Temporary Assignments
  - Approval of Additional Hours for Ongoing Assignment
  - 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 Approval of California School Employees Association Chapter 579 Initial Bargaining Proposal to Rancho Santiago Community College District Action  
It is recommended that the board approve the CSEA Chapter 579 initial bargaining proposal to RSCCD.
- 6.4 Approval of Rancho Santiago Community College District Initial Bargaining Proposal to California School Employees Association Chapter 579 Action  
It is recommended that the board approve the district's initial bargaining proposal to CSEA Chapter 579.
- 6.5 Approval of Rancho Santiago Community College District Initial Bargaining Proposal to Faculty Association of Rancho Santiago Community College District Action  
It is recommended that the board approve the district's initial bargaining proposal to FARSCCD.
- 6.6 Approval of Agreement with Nicole Miller & Associates, Inc. Action  
It is recommended that the board authorize the chancellor or his designee to execute the agreement with Nicole Miller & Associates, Inc.
- 6.7 Approval of Chancellor Restated and Amended Employment Agreement Action  
It is recommended that the board approve the Employment Agreement and retain Dr. Rodríguez as Chancellor of the district, including the material terms outlined on the docket coversheet.
- 6.8 Approval of Educational Administrator Employment Agreement Action  
It is recommended that the board approve the Educational Administrator Employment Agreement as presented, including the material terms outlined on the docket coversheet.

6.9 Discussion of Administrator Contracts

Information

It is recommended that the board conduct a discussion of the district's administrator contracts.

7.0 **ADJOURNMENT** - The next regular meeting of the Board of Trustees will be held on September 11, 2017.