

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT (RSCCD)
Board of Trustees (Regular meeting)
Monday, September 10, 2018
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.

Santa Ana College inspires, transforms, and empowers a diverse community of learners.

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 the following to our diverse community: courses, certificates, and degrees that are accessible, applicable, and engaging.

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 Adoption of Resolution No. 18-18 – Resolution Honoring First Responders in the Rancho Santiago Community College District Action
It is recommended that the board adopt Resolution No. 18-18 Honoring First Responders in the Rancho Santiago Community College District.

1.5 Recognition of First Responders in Commemoration of Anniversary of 9/11 Attacks

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 – Regular meeting of August 13, 2018 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.

- 1.9 Public Hearing – 2018-2019 Proposed Adopted Budget
- 1.10 Public Hearing – Child Development Centers - California School Employees Association (CSEA) Chapter 888 Initial Proposal to Rancho Santiago Community College District
- 1.11 Public Hearing – Rancho Santiago Community College District Initial Bargaining Proposal to Child Development Centers – CSEA, Chapter 888

2.0 INFORMATIONAL ITEMS AND ORAL REPORTS

- 2.1 Report from Student Trustee
- 2.2 Reports from Student Presidents
- Student activities
- 2.3 Report from Classified Representative
- 2.4 Reports from Academic Senate Presidents
- Senate meetings
- 2.5 Reports from College Presidents
- Enrollment
 - Facilities
 - College activities
 - Upcoming events
 - Campus Health Center
- 2.6 Report from the Chancellor
- 2.7 Informational Presentation on the Proposed Adopted Budget
- 2.8 Report from Representatives of the Board
- RSCCD Foundation

3.0 INSTRUCTION

- *3.1 Approval of Clinical Training Affiliation Agreement (Without School Instructor on Entity Premises) with Lakeview Senior Center Action
The administration recommends approval of the clinical training affiliation agreement (without school instructor on entity premises) with Lakeview Senior Center located in Irvine, California, as presented.

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

- *3.2 Approval of Affiliation Agreement and Business Associate Agreement Renewals with Orange County Global Medical Center, Inc. Action
The administration recommends approval of the affiliation agreement and business associate agreement renewals with the Orange County Global Medical Center, Inc. located in Santa Ana, California, as presented.
- *3.3 Approval of Integrated Testing Program with NCLEX-RN Review Course Agreement – Participant Pay Arrangement Renewal with Kaplan Test Prep Action
The administration recommends approval of the Integrated Testing Program with NCLEX-RN Review Course Agreement – Participant Pay Arrangement renewal with Kaplan Test Prep located in New York, New York, as presented.
- *3.4 Approval of Clinical Training Affiliation Agreement (With School Instructor on Hospital Premises) Renewal with Children’s Hospital of Orange County (CHOC) Action
The administration recommends approval of the clinical training affiliation agreement (with school instructor on hospital premises) renewal with CHOC located in Orange, California, as presented.
- *3.5 Approval of Clinical Training Affiliation Agreement (Without School Instructor on Hospital Premises) Renewal with Children’s Hospital of Orange County Action
The administration recommends approval of the clinical training affiliation agreement (without school instructor on hospital premises) renewal with CHOC located in Orange, California, as presented.
- *3.6 Approval of Educational Affiliation Agreement with MemorialCare, Orange Coast Medical Center Action
The administration recommends approval of the educational affiliation agreement with MemorialCare, Orange Coast Medical Center located in Fountain Valley, California, as presented.
- *3.7 Approval of Standard Inter-Agency Instructional Services Agreement Renewal with San Bernardino County Fire Training Action
The administration recommends approval of the standard inter-agency instructional services agreement renewal with the San Bernardino County Fire Training located in San Bernardino, California, as presented.
- *3.8 Approval of Standard Inter-Agency Instructional Services Agreement Renewal with City of Rancho Cucamonga Action
The administration recommends approval of the standard inter-agency instructional services agreement renewal with the City of Rancho Cucamonga located in California, as presented.

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

- *3.9 Approval of Standard Inter-Agency Instructional Services Agreement Renewal with City of Laguna Beach Fire Department and Marine Action
The administration recommends approval of the standard inter-agency instructional services agreement renewal with the City of Laguna Beach Fire Department and Marine located in California, as presented.
- *3.10 Approval of Standard Inter-Agency Instructional Services Agreement Renewal with Chino Valley Independent Fire District Action
The administration recommends approval of the standard inter-agency instructional services agreement renewal with the Chino Valley Independent Fire District located in Chino Hills, California, as presented.
- *3.11 Approval of Digital Advertising Services with Twenty Fifth Hour Communications, Inc. Action
The administration recommends approval of the digital advertising services with Twenty Fifth Hour Communications, Inc. as presented.
- *3.12 Approval of California Virtual Campus – Online Education Initiative Consortium Master Agreement for California Community Colleges Action
The administration recommends approval of the California Virtual Campus – Online Education Initiative Consortium Master Agreement for California Community Colleges as presented.
- *3.13 Approval of Agreement between Rancho Santiago Community College District on behalf of Santiago Canyon College (SCC) and Foothill-De Anza Community College District (FHDA) representing the California Community College California Virtual Campus – Online Education Initiative (CVC-OEI) Action
The administration recommends approval of the agreement between RSCCD on behalf of SCC and FHDA representing the California Community College CVC-OEI.
- *3.14 Confirmation of Santa Ana College (SAC) Associate Degrees and Certificates Awarded in Intersession and Spring 2018 Action
The administration recommends confirmation of the list of recipients of the SAC associate degrees and certificates awarded in Intersession and Spring 2018 as presented.
- *3.15 Confirmation of Santiago Canyon College Associate Degrees and Certificates Awarded in Intersession and Spring 2018 Action
The administration recommends confirmation of the list of recipients of SCC associate degrees and certificates awarded in Intersession and Spring 2018 as presented.

- *3.16 Approval and Certification of Santa Ana College School of Continuing Education High School Diploma Program Graduate List 2017-2018 Action
The administration recommends approval and certification of the list of recipients of the 2017-2018 High School Program Graduates for SAC School of Continuing Education.
- *3.17 Approval and Certification of Santiago Canyon College, Orange Education Center High School Diploma Program Graduate List 2017-2018 Action
The administration recommends approval and certification of the list of recipients of the 2017-2018 High School Program Graduates for SCC Orange Education Center.
- *3.18 Approval of Clinical Affiliation Agreement for Athletic Training with Chapman University Action
The administration recommends approval of the clinical affiliation agreement for athletic training with Chapman University.
- *3.19 Approval of Amendment #1 to Instructional Services Agreement with Goodwill Industries of Orange County Action
The administration recommends approval of Amendment #1 to the instructional services agreement with Goodwill Industries of Orange County.
- *3.20 Approval of Designated Representative to Serve as Official RSCCD Representative on Rancho Santiago Adult Education Consortium for 2018-2019 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, 2018, through June 30, 2019.

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 2018-2019 Adopted Budget Action
The administration recommends approval of the 2018-2019 Adopted Budget as presented.
- *4.3 Approval of Agreement with Michael Baker International, Inc. for Topographic Land Survey Consultant Services at District Operations Center Action
The administration recommends approval of the agreement with Michael Baker International, Inc. for topographic land survey consultant services at the District Operations Center as presented.

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

- *4.4 Approval of Decertification Agency Fee(s) to Department of Transportation (Caltrans) Action
The administration recommends approval of the decertification agency fee(s) to the Department of Transportation (Caltrans) as presented.
- *4.5 Approval of Agreement with PAL id Studio, Inc. for Furniture and Equipment Consulting Services for Russell Hall Replacement (Health Sciences Building) at Santa Ana College Action
The administration recommends approval of the agreement with PAL id Studio, Inc. for furniture and equipment consulting services for the Russell Hall Replacement (Health Sciences Building) at SAC as presented.
- *4.6 Approval of Amendment to Agreement with Sandy Pringle Associates Inspection Consultants for Hammond Hall Window Replacement Project at Santa Ana College Action
The administration recommends approval of the amendment to the agreement with Sandy Pringle Associates Inspection Consultants for project inspector services for the Hammond Hall window replacement project at SAC as presented.
- *4.7 Approval of Change Order #1 for Golden Gate Steel, Inc. dba Golden Gate Construction for Bid #1341 for Barrier Removal Exterior Path of Travel (Phase 2A) at Santiago Canyon College Action
The administration recommends approval of change order #1 for Golden Gate Steel, Inc. dba Golden Gate Construction for Bid #1341 for barrier removal exterior path of travel (Phase 2A) at SCC as presented.
- *4.8 Approval of Contract with CASE Systems, Inc. Action
The administration recommends approval of the contract with CASE Systems, Inc., CMAS Contract #3-17-70-3480A for the purchase of an emergency telephone and mass notification system and related services and future addendums, as presented.
- *4.9 Approval of Contract with Cisco Systems, Inc. Action
The administration recommends approval of the contract with Cisco Systems, Inc. and its Authorized Resellers, Master Agreement #AR233, California Participating Addendum #7-14-70-04, for the purchase of Cisco data center applications, networking hardware, unified communications equipment and network security solutions and related software, devices and future addendums, as presented.

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

- *4.10 Approval of Independent Contractor Action
The administration recommends approval of the following independent contractor: Gregg D. Ander, LLC to provide strategic and tactical support to the Energy, Construction and Utilities mission and initiatives; lead the preparation of the launch of an automation program; coordinate work of advisory council members and consultants related to curriculum, lab equipment and training; and participate and advocate for work force issues and opportunities. Dates of service are October 1, 2018, through February 28, 2019. The fee is estimated at \$52,000.
- *4.11 Approval of Independent Contractor Action
The administration recommends approval of the following independent contractor: Terry A. Schmidt to serve as the Automation Project Manager for SCC, conduct and attend meetings and discussions with faculty, expand a pool of expert network advisors and industry partners for participating disciplines, coordinate review of other automation programs in the state, and prepare a building automation at one or more colleges in the region. Dates of service are October 1, 2018, through February 28, 2019. The fee is estimated at \$60,000.

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:
- | | |
|---|-------------|
| - Adult Education Program (SAC & SCC) | \$3,066,565 |
| - California Apprenticeship Initiative Fiscal Agent - Public Pathway Program Grant (District) | \$1,100,000 |
| - Early Head Start – Year 4 (District) – <i>Augmentation</i> | \$ 249,000 |
- *5.2 Approval of Sub-Agreement between RSCCD and Orange County Superintendent of Schools for Strong Workforce Program – Regional Funds Initiative (#DO-18-2225-35) 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.

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

- *5.3 Approval of Sub-Agreement between RSCCD and Friendly Center for Adult Education Program (Assembly Bill 104) (#DO-18-2238-01) 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.
- *5.4 Approval of Sub-Agreement between RSCCD and Think Together for Adult Education Program (Assembly Bill 104) (#DO-18-2238-02) 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 Approval of Sub-Agreement between RSCCD and Los Rios Community College District/American River College for California Financial Services Apprenticeship Collaborative Project funded by California Apprenticeship Initiative (#DO-18-2029-01) 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.
- *5.6 Approval of Service Agreement with Jennifer Walsvick Action
The administration recommends approval of the service agreement with Jennifer Walsvick 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.
- 5.7 First Reading of Master Agreement Template between RSCCD and its Three Auxiliary Foundations Information
The master agreement template is presented for a first reading as an information item.
- 5.8 Adoption of Board Policies Action
It is recommended that the board adopt the following revised policies:
- Board Policy (BP) 2015 Student Member
 - BP 3580 Use of Unmanned Aircraft Systems (NEW)
 - BP 4010 Academic Calendar
 - BP 4020 Program, Curriculum and Course Development
 - BP 4022 Course Approval (NEW)
 - BP 4023 Hours and Units (NEW)
 - BP 4025B Baccalaureate Degree Programs
 - BP 4070 Course Auditing and Auditing Fees (NEW)

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

- 5.8 Adoption of Board Policies (cont.)
- BP 4100 Graduation Requirements for Degrees and Certificates
 - BP 4106 Nursing Programs
 - BP 4231 Grade Changes
 - BP 4300 Field Trips and Excursions
 - BP 4410 Educational Research
- 5.9 Ad Hoc Committee to Select Chancellor's Search Consultant Information
This item is presented as an information item.
- 5.10 Nomination of Phillip Yarbrough to Association of Community College Trustees (ACCT) Public Policy and Advocacy Committee Action
Mr. Yarbrough requests approval of a letter of nomination to serve on ACCT's Public Policy and Advocacy committee during the 2019 and 2020 calendar years.
- 5.11 Nomination of Elizabeth M. Weber to Association of Community College Trustees Student Trustee Advisory Committee Action
Ms. Weber requests approval of a letter of nomination and financial support to serve on ACCT's Student Trustee Advisory Committee during her term of service during the 2018-2019 academic 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. Educational Administrator Appointments
 - (1) Dean
 - g. Other Educational and Classified Administrators
2. Conference with Legal Counsel: Anticipated/Potential Litigation (pursuant to Government Code Section 54956.9[b]-[c]) (1 case)

3. Conference with Labor Negotiator (pursuant to Government Code Section 54957.6)
Agency Negotiator: Melanie L. Chaney, J.D., Partner, Liebert Cassidy Whitmore
Tracie Green, Vice Chancellor, Human Resources
Employee Organizations: Faculty Association of Rancho Santiago Community College District (FARSCCD)
California School Employees Association, Chapter 888
Continuing Education Faculty Association (CEFA)
4. Public Employee Discipline/Dismissal/Release (pursuant to Government Code Section 54957[b][1])
5. Liability Claims (pursuant to Government Code Section 54956.95)
 - a. 1804961
 - b. 1805151

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 <u>Management/Academic Personnel</u> | <u>Action</u> |
| <ul style="list-style-type: none">• Approval of New Job Descriptions• Approval of Revised Job Descriptions• Approval of Appointments• Approval of Interim/Out-of-Class Appointments• Approval of Adjusted Effective Dates for Extensions of Interim Assignment• Approval of Adjusted Salary Placements for Appointment• Approval of CEFA Part-time Hourly Step Increases Effective Fall 2018• Approval of FARSCCD Beyond Contract/Overload Hourly Step Increases Effective Fall 2018• Approval of FARSCCD Part-time Hourly Step Increases Effective Fall 2018• Approval of Leaves of Absence• Approval of Corrected Titles/Divisions for Leaves of Absence• Ratification of Resignations/Retirements• Approval of Corrected Titles/Divisions for Ratification of Resignation/Retirement• Approval of Adjusted Final Salary Placements• Approval of Contract Stipends | |

6.1 Management/Academic Personnel (cont.)

- Approval of Beyond Contract/Overload Stipends
- Approval of Part-time Hourly Column Changes
- Approval of Part-time Hourly New Hires/Rehires
- Approval of Non-paid Instructors of Record
- Approval of Non-paid Intern Services
- Approval of Corrected Divisions/Colleges for Non-paid Intern Service

6.2 Classified Personnel

Action

- Approval of Miscellaneous Pay Schedule 2018-23019 Revised 9-10-18
- Approval of New Appointments
- Approval of Professional Growth Increments
- Approval of Out of Class Assignments
- Approval of Changes in Position
- Approval of Leaves of Absence
- Ratification of Resignations/Retirements
- Approval of Out of Class Assignments
- Approval of Temporary Assignments
- Approval of Changes in Temporary Assignment
- 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 Volunteers
- Approval of Student Assistant Lists

6.3 Request for Proposals for Selection of Executive Search Firm and Proposed Timeline

Information

The request for proposals for selection of an executive search firm and proposed timeline are presented as information only.

6.4 Adoption of Rancho Santiago Community College District's Initial Bargaining Proposal to Child Development Centers, CSEA Chapter 888

Action

It is recommended that the board adopt the district's initial bargaining proposal to the Child Development Centers, CSEA Chapter 888.

6.5 Approval of Memorandum of Understanding (MOU) between University of Redlands and Rancho Santiago Community College District

Action

It is recommended that the board approve the MOU between the University of Redlands and RSCCD.

6.6 Approval of Fringe Benefit Providers for Calendar Year 2019 Action

It is recommended that the board approve the renewal of the list of insurance programs at the negotiated rates and authorization be given to the chancellor or his designee to enter into the appropriate agreements with the list of companies for January 1, 2019 through December 31, 2019.

6.7 Rejection of Claim #1804961 Action

The district's claims administrator recommends the board authorize the chancellor or his designee to reject claim #1804961.

6.8 Rejection of Claim #1805151 Action

The district's claims administrator recommends the board authorize the chancellor or his designee to reject claim #1805151.

7.0 ADJOURNMENT - The next regular meeting of the Board of Trustees will be held on September 24, 2018.