

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT (RSCCD)**  
**Board of Trustees (Regular meeting)**  
**Monday, November 26, 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 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 October 29, 2018

**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 Presentation to Student Veterans

## **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
- 2.6 Report from the Chancellor
- 2.7 Reports from Board Committee Chairpersons and Representatives of the Board
  - Board Facilities Committee
  - Board Fiscal/Audit Committee
  - Orange County Community Colleges Legislative Task Force

## **3.0 INSTRUCTION**

- \*3.1 Approval of Concurrent Enrollment Program (CEP) Agreement with Grand Canyon University Action

The administration recommends approval of the CEP Program Agreement with Grand Canyon University based in Phoenix, Arizona, as presented.
- \*3.2 Approval of Standard Professional Services Agreement with City of Oceanside Action

The administration recommends approval of the standard professional services agreement with the City of Oceanside located in Oceanside, California, as presented.
- \*3.3 Approval of Educational Affiliation Agreement with Ontario-Montclair School District Action

The administration recommends approval of the educational affiliation agreement with Ontario-Montclair School District located in Ontario, California, as presented.
- \*3.4 Approval of Educational Affiliation Agreement Renewal with Vibra Hospital of San Bernardino, LLC, d/b/a Ballard Rehabilitation Hospital Action

The administration recommends approval of the educational affiliation agreement renewal with Vibra Hospital of San Bernardino, LLC, d/b/a Ballard Rehabilitation Hospital located in San Bernardino, California, as presented.

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

- \*3.5 Approval of Educational Affiliation Agreement Renewal with Etiwanda School District Action  
The administration recommends approval of the educational affiliation agreement renewal with Etiwanda School District located in Etiwanda, California, as presented.
- \*3.6 Confirmation of Santa Ana College (SAC) Associate Degrees and Certificates for Summer 2018 Action  
The administration recommends confirmation of the list of recipients of SAC associate degrees and certificates for Summer 2018 as presented.
- \*3.7 Confirmation of Santiago Canyon College (SCC) Associate Degrees and Certificates for Summer 2018 Action  
The administration recommends confirmation of the list of recipients of SCC associate degrees and certificates for Summer 2018 as presented.
- \*3.8 Approval of Proposed Revisions for 2018-2019 Santa Ana College Catalog Addendum Action  
The administration recommends approval of the proposed revisions for the 2018-2019 SAC catalog.
- \*3.9 Approval of Proposed Revisions for 2019-2020 Santa Ana College Catalog Action  
The administration recommends approval of the proposed revisions for the 2019-2020 SAC catalog.
- \*3.10 Approval of Proposed Revisions for 2018-2019 Santiago Canyon College Catalog Addendum and/or 2019-2020 Catalog Action  
The administration recommends approval of the proposed revisions for the 2018-2019 SCC catalog addendum and/or 2019-2020 catalog.
- \*3.11 Approval of Santa Ana College Community Services Program for Spring 2019 Action  
The administration recommends approval of the proposed SAC Community Services Program for Spring 2019.
- \*3.12 Approval of Santiago Canyon College Community Services Program for Spring 2019 Action  
The administration recommends approval of the proposed SCC Community Services Program for Spring 2019.
- \*3.13 Approval of Travel Tour Service Agreement with Good Times Travel Action  
The administration recommends approval of the Travel Tour Service Agreement, including renewals, with Good Times Travel to provide educational travel tours as presented.

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

- \*3.14 Approval of Career Education Website Proposal from Interact Communications, Inc. Action  
The administration recommends approval of the career education website proposal from Interact Communications, Inc. as presented.
- \*3.15 Approval of Vital Link Contract for Santiago Canyon College Senior Day Action  
The administration recommends approval of the contract with Vital Link for the SCC Senior Day as presented.
- \*3.16 Approval of Amendment #1 to Lease with Affordable Housing Specialists Group Action  
The administration recommends approval of Amendment #1 to the lease with Affordable Housing Specialists Group to extend the existing lease for an additional two years effective February 1, 2019, through January 3, 2021.
- \*3.17 Approval of Oracle Academy Institution Membership Agreement Action  
The administration recommends approval of the Oracle Academy Institution Membership Agreement with SCC 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 October 18, 2018, to November 13, 2018.
- \*4.3 Acceptance of 2017-2018 Measure Q Citizens' Bond Oversight Committee Annual Report to Community Action  
The administration recommends acceptance of the Measure Q Citizens' Bond Oversight Committee Annual Report to the Community for 2017-2018 as presented.
- \*4.4 Approval of Appointment to Measure Q Citizens' Bond Oversight Committee Action  
The administration recommends approval of the appointment of the Santa Ana College student representative to the Measure Q Citizens' Bond Oversight Committee as presented.
- \*4.5 Approval of Change Order #1 for RT Contractor Corporation for Bid #1349 for Mailroom at District Operations Center Action  
The administration recommends approval of change order #1 for RT Contractor Corporation for Bid #1349 for mailroom at district operations center as presented.

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

- \*4.6 Approval of Agreement with McCarthy Building Companies, Inc. for Lease-Leaseback Construction Services for Johnson Student Center at Santa Ana College Action  
The administration recommends approval of the agreement with McCarthy Building Companies, Inc. for lease-leaseback construction services for the Johnson Student Center at SAC as presented.
- \*4.7 Approval of Agreement with Sandy Pringle Associates Inspection Consultants for Project Inspector Services for Johnson Student Center at Santa Ana College Action  
The administration recommends approval of the agreement with Sandy Pringle Associates Inspection Consultants for project inspector services for the Johnson Student Center at SAC as presented.
- \*4.8 Approval of Amendment to Agreement with Cumming Construction Management, Inc. for Planning and Project Management Services for Russell Hall Replacement (Health Sciences Building) at Santa Ana College Action  
The administration recommends approval of the amendment to the agreement with Cumming Construction Management, Inc. for planning and project management services for Russell Hall Replacement at SAC as presented.
- \*4.9 Approval of Amendment to Agreement with Sandy Pringle Associates Inspection Consultants for Project Inspector Services 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.
- \*4.10 Approval of Amendment to Agreement with Sindoni Consulting & Management Services, Inc. for Commissioning Services for Fan Coil Unit Replacement for Building D at Santiago Canyon College Action  
The administration recommends approval of the amendment to the agreement with Sindoni Consulting & Management Services, Inc. for commissioning services for the fan coil unit replacement project at Building D at SCC as presented.
- \*4.11 Ratification of Award of Bid #1355 for Building B Interior Improvements at Santiago Canyon College Action  
The administration recommends ratification of the award of Bid #1355 for Building B interior improvements at SCC as presented.

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

- \*4.12 Ratification of Award of Bid #1356 for Barrier Removal Exterior Stair Treads at Santiago Canyon College Action  
The administration recommends ratification of the award of Bid #1356 for the barrier removal exterior stair treads at SCC as presented.
- \*4.13 Award of Bid #1347 for Integrated Waste Management Services Action  
The administration recommends award of Bid #1347 for integrated waste management services including renewals to Ware Disposal, Inc. as presented.
- \*4.14 Approval of Independent Contractor Action  
The administration recommends approval of the following independent contractor: Welding Certification Center to provide assessment, development, implementation and evaluation of the current welding education program at SAC. Dates of service are November 27, 2018, to June 1, 2019. The fee is \$26,000.
- \*4.15 Approval of Purchase Orders Action  
The administration recommends approval of the purchase order listing for the period September 23, 2018, through October 20, 2018.

## 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:
- Disabled Students Programs & Services (DSPS) (SAC) \$1,099,035
  - Governor's Office of Business & Economic Development (GOBiz) Small Business Technical Assistance Expansion Program (TAEP) Grant (District Office) \$ 100,000
- \*5.2 Approval of Sub-Agreements between RSCCD and San Mateo, Chaffey, South Orange County, MiraCosta, Southwestern, Allan Hancock Joint and Santa Clarita Community College Districts to award 2018-2019 Deputy Sector Navigator Grants to Host Colleges/Districts in State of California 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.

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

- \*5.3 Approval of Sub-Agreements between RSCCD and Chaffey, Los Rios, MiraCosta, Mt. San Antonio, San Francisco, Ventura, and Yosemite Community College Districts to Award Centers of Excellence (COE) for Labor-Market Research Grants to Host Colleges/Districts in State of California 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.
- \*5.4 Approval of Sub-Agreement between RSCCD and Sequoias Community College District for Industry Sector Projects in Common (ISPIC) for Ensuring Safe Food Production and Distribution Project Funded by Career Technical Education (CTE) Data Unlocked Initiative 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 California Workforce Association for California Apprenticeship Initiative 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 Sub-Agreement between RSCCD and Mt. San Antonio Community College District for Technical Assistance Providers for Contract Education Funded by Fiscal Agent Key Talent Administration and Sector Strategy 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.
- \*5.7 Approval of First Amendment to Sub-Agreement between RSCCD and Santiago Canyon College Foundation for National Science Foundation Scholarships in Science, Technology, Engineering, and Mathematics (S-STEM) Grant Action  
The administration recommends approval of the first 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 Approval of Agreement between RSCCD and San Bernardino Community College District to Provide Training Funded by California Employment Training Panel (ETP) Action  
The administration recommends approval of the 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.
- \*5.9 Approval of Software License Service Agreement with Alteryx Designer Action  
The administration recommends approval of the 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.
- \*5.10 Approval of the Contract with Cambridge West Partnership, LLC (CWP) Action  
The administration recommends approval of the contract and authorization be given to the Vice Chancellor, Business Operations/Fiscal Services or his designee to sign and enter into a related agreement on behalf of the district.
- 5.11 Board of Trustees Express Interest in Board Officer Positions Information  
The board president shall solicit expressions of interest from board members regarding service as president, vice president, and clerk for 2018-2019, as well as any committee assignments.
- 5.12 Review and Discussion of Self-Evaluation Responses from Community and Staff Information  
The survey responses from community and staff are presented to the board for review and discussion
- 5.13 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. Other Educational and Classified Administrators
    - (1) Associate Dean

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



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 Negotiators: Tracie Green, Vice Chancellor, Human Resources  
Employee Organizations: Faculty Association of Rancho Santiago Community College District (FARSCCD)  
California School Employees Association (CSEA), Chapter 579  
California School Employees Association (CSEA), Chapter 888  
Continuing Education Faculty Association (CEFA)  
Unrepresented Management Employees
4. 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 Revised Job Descriptions
- Approval of Appointments
- Approval of Interim Assignments
- Ratification of Resignations/Retirements
- Approval of 2018-2019 CEFA Permanent Hourly Salary Schedule
- Approval of Changes of Assignment
- Approval of Leaves of Absence
- Approval of Beyond Contract/Overload Stipends
- Approval of Part-time/Hourly New/Rehires
- Approval of Non-paid Intern Service

- 6.2 Classified Personnel Action
- Approval of 2018-2019 CSEA Permanent Salary Schedule
  - Approval of New Appointments
  - Approval of Hourly Ongoing to Contract Assignments
  - Approval of Professional Growth Increments
  - Approval of Out of Class Assignments
  - Approval of Return to Regular Assignments
  - Approval of Leaves of Absence
  - Approval of Voluntary Furloughs
  - Approval of Temporary to Hourly Ongoing Assignments
  - 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 Student Assistant Lists
- 6.3 Public Disclosure of Collective Bargaining Agreement between California School Employees Association, Chapter 579 and Rancho Santiago Community College District Action
- It is recommended that the board approve the collective bargaining agreement with CSEA, Chapter 579 for the period of July 1, 2018, through June 30, 2019.
- 6.4 Ratification of Agreement between Rancho Santiago Community College District and PPL, Incorporated Action
- It is recommended that the board ratify the agreement between RSCCD and PPL, Incorporated as presented.
- 6.5 Authorization for Board Travel/Conferences Action
- It is recommended that the board authorize the submitted conference and travel by a board member.
- 7.0 **ADJOURNMENT** - The next regular and annual self-evaluation meeting of the Board of Trustees will be held on December 10, 2018.