

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT (RSCCD)
Board of Trustees (Regular meeting)
Monday, February 4, 2019
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.

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1.5 Approval of Minutes - Regular meeting of January 14, 2019 Action
- Board Retreat of January 18, 2019
- Board Retreat of January 19, 2019

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 of Santa Ana College (SAC) Shirts to New Faculty Members

2.0 INFORMATIONAL ITEMS AND ORAL REPORTS

2.1 Report from the Chancellor

2.2 Reports from College Presidents

- Enrollment
- Guided Pathways

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 Reports from Board Committee Chairpersons and Representatives of the Board

- Board Legislative Committee
- Board Policy Committee
- Rancho Santiago Community College District Foundation

3.0 INSTRUCTION

*3.1 Approval of Educational Affiliation Agreement Renewal with NextStep Fitness, Inc. Action

The administration recommends approval of the educational affiliation agreement renewal with NextStep Fitness, Inc. located in Lawndale, California as presented.

*3.2 Approval of Educational Affiliation Agreement with San Marcos Unified School District Action

The administration recommends approval of the educational affiliation agreement with San Marcos Unified School District (USD) located in San Marcos, California as presented.

*3.3 Approval of Dual Enrollment Agreement between Santa Ana College and Garden Grove Unified School District Action

The administration recommends approval of the dual enrollment agreement between SAC and Garden Grove USD located in Garden Grove, California as presented.

4.0 BUSINESS OPERATIONS/FISCAL SERVICES

*4.1 Approval of Payment of Bills Action

The administration recommends payment of bills as submitted.

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

- *4.2 Approval of Budget Increases/Decreases and Budget Transfers Action
The administration recommends approval of budget increases, decreases and transfers from January 3, 2019 to January 22, 2019.
- *4.3 Approval of Nonresident Fees for 2019-2020 Action
The administration recommends approval of establishing the nonresident tuition fee at \$265 per unit, capital outlay fee at \$35 per unit, and application fee at \$25 for 2019-2020 as presented.
- *4.4 Approval of Quarterly Financial Status Report (CCFS-311Q) for Period Ended December 31, 2018 Action
The administration recommends approval of the CCFS-311Q for the period ended December 31, 2018, as presented.
- 4.5 Quarterly Investment Report as of December 31, 2018 Information
The quarterly investment report as of December 31, 2018, is presented as information.
- *4.6 Approval of Change Order #2 for RT Contractor Corporation for Bid #1349 for Mailroom at District Operations Center Action
The administration recommends approval of change order #2 for RT Contractor Corporation for Bid #1349 for the Mailroom at the District Operations Center as presented.
- *4.7 Acceptance of Completion of Bid #1349 for Mailroom at District Operations Center and Approval of Recording a 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.
- *4.8 Approval of Agreement with Ridge Landscape Architects for On-Call Landscape Architectural Services for Various Facility Improvement Projects District-Wide Action
The administration recommends approval of the agreement with Ridge Landscape Architects for on-call landscape architectural services for various facility improvement projects district-wide as presented.
- *4.9 Approval of Amendment to Agreement with Twining, Inc. for Materials Testing and Special Inspection Services for Science Center at Santa Ana College Action
The administration recommends approval of the amendment with Twining, Inc. for materials testing and special inspection services for the Science Center at SAC as presented.

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

- *4.10 Approval of Change Order #1 for De La Torre Commercial Interiors, Incorporated for Bid #1355 for Building B Interior Improvements at Santiago Canyon College (SCC) Action
The administration recommends approval of change order #1 for De La Torre Commercial Interiors, Incorporated for Bid #1355 for Building B Interior Improvements at SCC as presented.
- *4.11 Acceptance of Completion of Bid #1355 for Building B Interior Improvements at Santiago Canyon College and Approval of Recording a 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.
- *4.12 Approval of Agreement with Comevo for Online Orientation Software for Santa Ana College and Santiago Canyon College Action
The administration recommends approval of the agreement with Comevo for online orientation software for SAC and SCC as presented.
- *4.13 Approval of Vendor Name Change Action
The administration recommends approval of the vendor CPP, Inc. name change to The Myers-Briggs Company as presented.

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:
- | | | |
|--|----|--------------|
| - California Early Childhood Mentor Program (SAC/SCC) | \$ | 1,185 |
| - Project RAISE (Regional Alliance in Science, Technology, Engineering and Math [STEM] Education) – Year 3 (SCC) | \$ | 20,000 |
| - Student Equity and Achievement Program (SAC/SCC) | | \$13,286,941 |
- *5.2 Approval of Sub-Agreements between RSCCD and Chabot-Las Positas, Foothill-DeAnza, Glendale, Palomar, San Mateo, Santa Barbara, Sonoma County Junior and State Center College 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 First Amendments to 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 first amendments to 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 First Amendment to Sub-Agreement between RSCCD and Mt. San Antonio Community College District for Technical Assistance Providers for Contract Education Funded by Fiscal Agent Talent Administration and Sector Strategy 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.
- *5.5 Approval of First Amendment to Sub-Agreement between RSCCD and Butte-Glenn Community College District Funded by Carl D. Perkins Career and Technical Education Improvement Act of 2006, Perkins IV Title I-Part B 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.
- *5.6 Approval of First Amendment to Sub-Agreement between RSCCD and Integrative Impact LLC for Sector Navigator – Information Communications Technology/Digital Media Sector 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.
- *5.7 Approval of First Amendment to Sub-Agreement between RSCCD and productOps for Strong Workforce Program K-12 Pathway Coordinators and K-14 Technical Assistance Providers 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 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 a related contractual agreement on behalf of the district.
- *5.9 Approval of Board of Trustees' Guiding Principle and Charges to Chancellor for 2019-2020 Action
It is recommended that the board approve and adopt the Board of Trustees' Guiding Principle and Charges to the Chancellor for 2019-2020.
- 5.10 First Reading of Board Policies Information
The following policies are presented for a first reading as an information item:
- Board Policy (BP) 2330 Quorum and Voting
 - BP 2735 Board Member Travel
 - BP 3550 Drug Free Environment and Drug Prevention Program
 - BP 6250 Budget Management
- 5.11 Update on Orange Education Center Information
This item is presented as an information item.
- 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
2. Conference with Legal Counsel: Anticipated/Potential Litigation (pursuant to Government Code Section 54956.9[b]-[c]) (1 case)
3. Public Employee Discipline/Dismissal/Release (pursuant to Government Code Section 54957[b][1])

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

4. Conference with Labor Negotiator (pursuant to Government Code Section 54957.6)
Agency Negotiator: 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, Chapter 888
Continuing Education Faculty Association (CEFA)
Unrepresented Management Employees

5. Liability Claim (pursuant to Government Code Section 54956.95)
 - a. 1805554

RECONVENE

Issues discussed in Closed Session (Board Clerk)

Public Comment

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6.0 HUMAN RESOURCES

6.1 Management/Academic Personnel

Action

- Approval of Employment Agreements
- Approval of Revised Job Descriptions
- Approval of Appointments of Interim to Permanent Assignment
- Approval of Appointments to Interim Assignment/Employment of Retired State Teachers' Retirement System (STRS) Member
- Ratification of Resignations/Retirements
- Approval of 2019 Spring FARSCCD Beyond Contract/Overload Hourly Step Increases
- Approval of 2019 Spring FARSCCD Hourly Step Increases
- Approval of Appointments
- Approval of Banked Leaves/Withdrawals
- Approval of Leaves of Absence
- Approval of Beyond Contract/Overload Stipends
- Approval of 2019 Spring FARSCCD Column Changes
- Approval of Part-time/Hourly New/Rehires
- Approval of Non-paid Intern Services

- 6.2 Classified Personnel Action
- Approval of Hourly Ongoing to Contract Assignments
 - Approval of Temporary to Contract Assignments
 - Approval of Professional Growth Increments
 - Approval of Changes in Position
 - Approval of Changes in Salary Placement
 - Approval of Longevity Increments
 - Approval of Voluntary Furloughs
 - Ratification of Resignations/Retirements
 - Approval of New Appointments
 - Approval of Full Time to Hourly Ongoing Assignments
 - Approval of Leaves of Absence
 - Approval of Returns from Leave
 - 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
- 6.3 Rejection of Claim Action
- The district's claims administration recommends the board authorize the chancellor or his designee to reject claim #1805554.
- 6.4 Adoption of Resolution No. 19-01 authorizing payment to Trustee Absent from Board Meetings Action
- This resolution requests authorization of payment to Arianna Barrios for her absence from the January 14, 2019, board meeting due to a business commitment.
- 6.5 Appointment of RSCCD Community Representatives to RSCCD Chancellor Search Committee Action
- It is recommended that the board select Doug Willits, Santiago Canyon College, and Max Madrid, Santa Ana College, as community representatives to serve on the RSCCD Chancellor Search Committee.
- 7.0 **ADJOURNMENT** - The next regular meeting of the Board of Trustees will be held on February 25, 2019.