

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT (RSCCD)
Board of Trustees (Regular meeting)
Monday, February 25, 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.

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 February 4, 2019 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 Recognition of Santa Ana College Men's Wrestler and Santiago Canyon College Women's Soccer Team

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 Facilities Committee
 - Board Safety & Security Committee
 - Orange County Community Colleges Legislative Task Force

3.0 INSTRUCTION

- *3.1 Approval of Professional Services Agreement for Filming, Editing, and Creation of Online Orientation and Probation Workshop Videos with Substance Media, Inc. for Santa Ana College (SAC) Counseling Division Action

The administration recommends approval of the professional services agreement for filming, editing, and creation of online orientation and probation workshop videos with Substance Media, Inc. for the SAC Counseling Division as presented.
- *3.2 Approval of Dual Enrollment Agreement between Rancho Santiago Community College District and Orange County School of the Arts Action

The administration recommends approval of dual enrollment agreement between RSCCD and Orange County School of the Arts located in Santa Ana, California, as presented.
- *3.3 Approval of Standard Clinical Affiliation Agreement with Mater Dei High School Action

The administration recommends approval of the standard clinical affiliation agreement with Mater Dei High School located in Santa Ana, California, as presented.
- *3.4 Approval of Software As A Service Subscription License Agreement with curriQunet Action

The administration recommends approval of the Software As A Service subscription license agreement with curriQunet located in Idaho Falls, Idaho, as presented.

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

- *3.5 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.
- *3.6 Approval of Classroom Lease Renewal with Orange Unified School District (OUSD) Action
The administration recommends approval of Santiago Canyon College (SCC) Orange Education Center (OEC) classroom lease renewal with OUSD for the period of July 1, 2018, through June 30, 2019, 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 January 23, 2019, to February 11, 2019.
- *4.3 Approval of Agreement with Cambridge West Partnership, LLC Action
The administration recommends approval of the agreement with Cambridge West Partnership, LLC as presented.
- 4.4 Approval of Development Option for Orange Education Center Project Action
It is recommended that the board consider and approve a development option to provide staff direction to proceed with the OEC project.
- *4.5 Approval of Amendment to Agreement with Southwest Inspection and Testing, Inc. for On-Call Materials Testing and Inspection Consulting Services for Various Facility Improvement Projects Action
The administration recommends approval of the amendment to the agreement with Southwest Inspection and Testing, Inc. for on-call materials testing and inspection consulting services for various facility improvement projects as presented.
- *4.6 Approval of Change Order #2 for GMS Elevator Services, Inc. for Bid #1336 for Elevator Pump, Motor and Cylinder Replacement at District Operations Center Action
The administration recommends approval of change order #2 for GMS Elevator Services, Inc. for Bid #1336 for elevator pump, motor and cylinder replacement at the District Operations Center as presented.

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

- *4.7 Acceptance of Completion of Bid #1336 for Elevator Pump, Motor and Cylinder Replacement 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 Amendment to Agreement with Alta Environmental for Hazardous Material Construction Monitoring Services for Johnson Student Center (Building U) Demolition at Santa Ana College Action
The administration recommends approval of the amendment to the agreement with Alta Environmental for hazardous material construction monitoring services for the Johnson Student Center demolition at SAC as presented.
- *4.9 Ratification of Award of Bid #1362 for Proposition 39 Year 5 Lighting Occupancy Sensor Retrofit at Santa Ana College Action
The administration recommends ratification of the award of Bid #1362 for Proposition 39 Year 5 lighting occupancy sensor retrofit at SAC as presented.
- *4.10 Approval of Change Order #1 for Patriot Contracting and Engineering, Inc. for Bid #1342 for Barrier Removal Exterior Parking (Phase 1) at Santiago Canyon College Action
The administration recommends approval of change order #1 for Patriot Contracting and Engineering, Inc. for Bid #1342 for barrier removal exterior parking (Phase 1) at SCC as presented.
- *4.11 Acceptance of Completion of Bid #1342 for Barrier Removal Exterior Parking (Phase 1) 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 Acceptance of Completion of Bid #1356 for Barrier Removal Exterior Stair Treads 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.
- *4.13 Award of Bid #1363 for Proposition 39 Year 5 U Portables Heating, Ventilation and Air Conditioning (HVAC) Upgrades at Santiago Canyon College Action
The administration recommends award of Bid #1363 to Allison Mechanical, Inc. for Proposition 39 Year 5 U Portables HVAC upgrades at SCC as presented.

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

- *4.14 Ratification of Award of Bid #1361 for Barrier Removal Drinking Fountain Repairs and Replacement at Santiago Canyon College Action
The administration recommends ratification of the award of Bid #1361 for barrier removal drinking fountain repairs and replacement at SCC as presented.
- *4.15 Approval of Contract with Shade Structures, Inc. dba USA Shade & Fabric Structures Action
The administration recommends approval of the Fullerton Joint Union High School District Bid #1516-15 to Shade Structures dba USA Shade & Fabric Structures for the purchase and installation of Division of State Architects (DSA) preapproved shade structures as presented.
- *4.16 Approval of Purchase Orders Action
The administration recommends approval of the purchase order listing for the period December 9, 2018, through January 19, 2019.

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:
- | | |
|---|------------|
| - Hunger Free Campus Support (SAC) | \$165,686 |
| - Mental Health Support Program (SAC & SCC) | \$ 244,731 |
| - Transitioning Math Majors into Teaching (SAC) | \$ 75,000 |
- *5.2 Approval of Sub-Agreement between RSCCD and California State University, Fullerton Auxiliary Services Corporation for Strong Work-force Program Regional Funds 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.
- *5.3 Approval of Sub-Agreements between RSCCD and Allan Hancock Joint, Cerritos, Contra Costa, Long Beach, Los Angeles, MiraCosta, Peralta, San Diego, San Francisco, Santa Clarita, Solano, Ventura, Yosemite and Yuba County Community College Districts to Award Industry-Sector Projects in Common Projects Funded by Key Talent Administration and Sector Strategy Fiscal Agent Grant 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 Foundation for California Community Colleges for Data Science Tools 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 Approval of First Amendment to Sub-Agreement between RSCCD and California Workforce Association for California Apprenticeship Initiative 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 WestEd 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.
- *5.7 Approval of Second 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 second 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 Professional Services Agreement between RSCCD and Ana Aguayo Action
The administration recommends approval of the professional services 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 Service Agreement between RSCCD and Education Workforce Alliance Action
The administration recommends approval of the service 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 1.6.

- *5.10 Approval of Research Contract with Cambridge West Partnership, LLC 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 contractual agreement on behalf of the district.

- 5.11 Adoption of Board Policies Action
It is recommended that the board adopt the following revised policies:
- 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

- 5.12 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
2. 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
3. Liability Claim (pursuant to Government Code Section 54956.95)
 - a. File #1805624

RECONVENE

Issues discussed in Closed Session (Board Clerk)

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Public Comment

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6.0 HUMAN RESOURCES

6.1 Management/Academic Personnel

Action

- Approval of Revised Job Descriptions
- Approval of Revised Job Descriptions/Title Changes
- Approval of Employment Agreements
- Approval of Appointments/Changes of Assignment
- Approval of Short-term/Interim Managers
- Approval of Extensions of Interim Assignment
- Approval of Adjusted Workload Percentage for California State Teachers' Retirement System (CalSTRS) Reduced Workload Participants
- Approval of Adjusted Leaves of Absence
- Approval of Leaves of Absence
- Approval of Beyond Contract/Overload Stipends
- Approval of Column Changes
- Approval of Part-time/Hourly New/Rehires
- Approval of Non-paid Instructors of Record
- Approval of Non-paid Interns

6.2 Classified Personnel

Action

- Approval a of New Appointments
- Approval of Professional Growth Increments
- Approval of Out of Class Assignments
- Approval of Voluntary Furloughs
- Approval of Temporary to Hourly Ongoing Assignments
- Approval of Leaves of Absence
- Ratification of Resignations/Retirements
- Approval of Temporary Assignments
- Approval of Changes in 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 Student Assistant Lists

6.3 Approval of Non-Credit Instructional Calendar 2019-2020 Action
It is recommended that the board approve the 2019-2020 Non-Credit Instructional Calendar as presented.

6.4 Approval of an Increase in Costs for Services of Job Elephant Action
It is recommended that the board approve an increase in costs to support the services of Job Elephant for posting of job vacancies through June 30, 2019, as presented.

6.5 Rejection of Claim Action
The district's claims administration recommends the board authorize the chancellor or his designee to reject claim #1805624.

7.0 ADJOURNMENT - The next regular meeting of the Board of Trustees will be held on March 11, 2019.