

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT (RSCCD)**  
**Board of Trustees (Regular meeting)**  
**Tuesday, April 16, 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 March 25, 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 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
  - 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

## **3.0 INSTRUCTION**

- \*3.1 Approval of Memorandum of Understanding (MOU) No. C-8-1662 by and between Orange County Transportation Authority (OCTA) and Rancho Santiago Community College District Action  
The administration recommends approval of MOU No. C-8-1662 by and between OCTA and RSCCD as presented.
- \*3.2 Approval of Chapman University Conference Agreement between Chapman University and Rancho Santiago Community College District on behalf of Santa Ana College (SAC) for Academic Talent Search Program – Senior Summer Academy Action  
The administration recommends approval of the Chapman University Conference agreement between Chapman University and RSCCD on behalf of SAC for the Academic Talent Search Program – Senior Summer Academy as presented.
- \*3.3 Approval of Chapman University Conference Agreement between Chapman University and Rancho Santiago Community College District on behalf of Santa Ana College for Upward Bound 2019 Summer Residential Program Action  
The administration recommends approval of the Chapman University Conference Agreement between Chapman University and RSCCD on behalf of SAC for the Upward Bound 2019 Summer Residential Program as presented.

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

- \*3.4 Approval of Chapman University Conference Agreement between Chapman University and Rancho Santiago Community College District on behalf of Santiago Canyon College for Upward Bound Math and Science Summer 2019 Residential Program Action  
The administration recommends approval of the Chapman University Conference Agreement between Chapman University and RSCCD on behalf of SCC for the Upward Bound Math and Science Summer 2019 Residential Program 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 for March 13-25, 2019.
- \*4.3 Approval of Amendment to Agreement with Hammel, Green and Abrahamson, Inc. for Professional Design Services for Science Center Project at Santa Ana College Action  
The administration recommends approval of the amendment to the agreement with Hammel, Green and Abrahamson, Inc. for professional design services for the Science Center project at SAC as presented.
- \*4.4 Rejection of All Bids for Bid #1365 for Emergency Blue Phone and Accessible Path of Travel at Santa Ana College Action  
The administration recommends rejection of all bids for Bid #1365 for emergency blue phone and Americans with Disabilities Act (ADA) path of travel at SAC as presented.
- \*4.5 Award of Bid #1364 for Safety Department Portable Offices at Santiago Canyon College (SCC) Action  
The administration recommends approval of awarding Bid #1364 to R2Build dba R2B Engineering for Safety Department portable offices at SCC as presented.
- \*4.6 Approval of Agreement with Leighton Consulting, Inc. for Materials Testing and Special Inspection Services for Safety Department Portable Offices at Santiago Canyon College Action  
The administration recommends approval of the agreement with Leighton Consulting, Inc. for materials testing and special inspection services for the Safety Department portable offices at SCC as presented.

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

- \*4.7 Approval of Agreement with Southwest Inspection and Testing, Inc. for Geotechnical Consulting Services for Safety Department Portable Offices at Santiago Canyon College Action  
The administration recommends approval of the agreement with Southwest Inspection and Testing, Inc. for geotechnical consulting services for the Safety Department portable offices at SCC as presented.
- \*4.8 Approval of Agreement with H.B.I. Inspections for Project Inspector Services for Safety Department Portable Offices at Santiago Canyon College Action  
The administration recommends approval of the agreement with H.B.I. Inspections for project inspector services for Safety Department portable offices at SCC as presented.
- \*4.9 Approval of California Multiple Award Schedule (CMAS) Contract #4-18-71-0130C to Nova Solutions, Inc. Action  
The administration recommends approval of the District's use of CMAS Contract #4-18-71-0130C including renewals, supplements and extensions on an as needed basis awarded to Nova Solutions, Inc. as presented.
- \*4.10 Approval of Surplus Property Action  
The administration recommends approval of declaring the list of items as surplus property and utilizing The Liquidation Company to conduct an auction as presented.
- \*4.11 Approval of Independent Contractor Action  
The administration recommends approval of the following independent contractor: Jamie R. Mulkey to provide consulting services to the Director and Sector Navigator for Information Communications Technologies and Digital Media in the development of a best practice guide for implementing Information Technology (IT) Certification program exam testing through campus testing centers. Dates of service are April 17, 2019, through June 30, 2019. The fee is estimated at \$20,000.
- \*4.12 Receive and Acceptance of Reissued District Audit Report for Fiscal Year ended June 30, 2018 Action  
It is recommended that the board receive and accept the reissued RSCCD Audit Report for the fiscal year ended June 30, 2018, as presented.
- \*4.13 Approval Agreement with TBWB Strategies Action  
It is recommended that the board approve the agreement with TBWB Strategies for bond measure strategy and communications consulting services and grant authorization to the Chancellor or his designee to execute the agreement 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:  
- Certified Nursing Assistant Expansion Grant (SCC) \$90,000
- \*5.2 Approval of First Amendment to Sub-Agreement between RSCCD and Sequoias Community College District for 2018-2019 Deputy Sector Navigator Grant (#DO-18-2565-09.01) 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.
- \*5.3 Approval of First Amendment to Agreement between San Bernardino Community College District and Rancho Santiago Community College District Action  
The administration recommends approval of the first amendment to 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.
- 5.4 Board of Trustees Cast Ballot for California Community College Trustees (CCCT) Board of Directors Election – 2019 Action  
It is recommended that the board cast their ballot for the CCCT Board of Directors election for 2019.
- 5.5 Adoption of Resolution No. 19-06 in Support of Declaring April California Community College Month Action  
It is recommended that the board adopt Resolution No. 19-06 in support of declaring April as Community College Month.
- 5.6 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)*

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

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
2. Public Employment: Chancellor (pursuant to Government Code Section 54957)
3. Conference with Legal Counsel: Anticipated/Potential Litigation (pursuant to Government Code Section 54956.9[b]-[c]) (2 cases)
4. Public Employee Discipline/Dismissal/Release (pursuant to Government Code Section 54957[b][1])
5. 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
6. Personnel Matter: Employee Appeal of Administration Determination (pursuant to Government Code Section 59338[a])

## **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 Revised Job Descriptions
- Ratification of Resignations/Retirements
- Approval of Appointment of State Teachers' Retirement System (STRS) Retirees as Temporary Long-term Substitute

6.1 Management/Academic Personnel (cont.)

- Approval of Leaves of Absence
- Approval of Part-time/Hourly New Hires/Rehires
- Approval of Non-paid Intern & Service Agreements

6.2 Classified Personnel

Action

- Approval of Miscellaneous Pay Schedule 2018-2019 Revised 4-16-19
- Approval of New Appointments
- Approval of Hourly Ongoing to Contract Assignments
- Approval of Professional Growth Increments
- Approval of Out of Class Assignments
- Approval of Changes in Position
- Ratification of Resignations/Retirements
- Approval of Temporary to Hourly Ongoing Assignments
- Approval of Leaves of Absence
- 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 Volunteers
- Approval of Student Assistant Lists

6.3 Approval of Master Services Agreement with Permission Click

Action

The administration recommends approval of the Master Services Agreement with Permission Click as presented.

6.4 Presentation of Continuing Education Faculty Association (CEFA) Initial Bargaining Proposal to Rancho Santiago Community College District

Action

It is recommended that the board receive the bargaining proposal and schedule a public hearing for April 29, 2019.

6.5 Adoption of Resolution No. 19-05 authorizing payment to Trustee Absent from Board Meetings

Action

This resolution requests authorization of payment to Lawrence "Larry" R. Labrado for his absence from the March 25, 2019, board meeting due to illness.

6.6 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 meeting of the Board of Trustees will be held on April 29, 2019.