

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT (RSCCD)**

**Board of Trustees (Regular meeting)**

**Monday, September 27, 2021**

**2323 North Broadway via Zoom**

**Santa Ana, CA 92706**

Pursuant to Governor Newsom’s Executive Order N-29-20, dated March 17, 2020, members of the Board of Trustees of the Rancho Santiago Community College District, staff, and the public will participate in the September 27, 2021, meeting via a teleconference. No in-person attendance will be accommodated or permitted. To avoid exposure to COVID-19 this meeting will be held via teleconference by calling **(669) 900-6833, 560964295# (please use \*9 to raise your hand using your phone if you’d like to speak during public comments) or by using this link: <https://cccconfer.zoom.us/j/560964295>**. Additionally, you may submit your comments electronically by emailing [Gerard\\_Debra@rsccd.edu](mailto:Gerard_Debra@rsccd.edu).

Should you wish to participate in **public comments** or request to “speak” to an agenda item, you may speak when authorized by the Board President of the meeting or submit your comments electronically by emailing [Gerard\\_Debra@rsccd.edu](mailto:Gerard_Debra@rsccd.edu). Submissions by email must be received prior to 3:00 p.m. on September 27, 2021. Please include in the subject line of the email: **COMMENTS FOR THE MEETING OF SEPTEMBER 27, 2021**. Please indicate if you are addressing a specific agenda item or are making a “Public Comment.” Members of the public who attend the meeting via web browser or telephone who have not submitted comments in advance but wish to address the governing board should listen for instructions provided during the meeting about using the Zoom chat feature or responding audibly when prompted by the Board President. Comments are limited to three minutes per person. The Board President may, at his discretion, limit the total number of speakers addressing a particular subject and/or reduce the minutes allowed per person below three minutes. If a **translator** for the speaker is needed, please contact the executive assistant to the board of trustees at [Gerard\\_Debra@rsccd.edu](mailto:Gerard_Debra@rsccd.edu) or leave a message at 714-480-7450, on the Friday prior to the meeting so appropriate accommodations may be made.

**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

Should you wish to participate in **public comments** or request to “speak” to an agenda item, you may speak when authorized by the Board President of the meeting or submit your comments electronically by emailing [Gerard\\_Debra@rscgd.edu](mailto:Gerard_Debra@rscgd.edu). Submissions by email must be received prior to 3:00 p.m. on September 27, 2021. Please include in the subject line of the email: **COMMENTS FOR THE MEETING OF SEPTEMBER 27, 2021**. Please indicate if you are addressing a specific agenda item or are making a “Public Comment.” Members of the public who attend the meeting via web browser or telephone who have not submitted comments in advance but wish to address the governing board should listen for instructions provided during the meeting about using the Zoom chat feature or responding audibly when prompted by the Board President. Comments are limited to three minutes per person. The Board President may, at his discretion, limit the total number of speakers addressing a particular subject and/or reduce the minutes allowed per person below three minutes.

1.5 Approval of Minutes – Regular meeting of September 13, 2021 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 on Workforce Development

1.8 Presentation on Conflict of Interest/Brown Act Training

**2.0 INFORMATIONAL ITEMS AND ORAL REPORTS**

2.1 Report from the Chancellor

2.2 Reports from College Presidents

2.3 Report from Student Trustee

2.4 Reports from Student Presidents

2.5 Reports from Academic Senate Presidents

2.6 Reports from Board Committee Chairpersons and Representatives of the Board

- Board Institutional Effectiveness Committee
- Ad Hoc Board Committee on Redistricting

**3.0 INSTRUCTION**

\*3.1 Approval of Educational Affiliation Agreement between RSCGD on Action

behalf of Santa Ana College (SAC) and MDRS Spine & Sport, Inc.

The administration recommends approval of the educational affiliation agreement between RSCGD on behalf of SAC and MDRS Spine & Sport, Inc. located in San Diego, California, as presented.

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

- \*3.2 Approval of Affiliation Agreement between RSCCD on behalf of Santa Ana College and Orange County Global Medical Center, Inc. Action  
The administration recommends approval of the affiliation agreement between RSCCD and behalf of SAC and Orange County Global Medical, Inc. located in Santa Ana, California, as presented.
- \*3.3 Approval of License Agreement between RSCCD on behalf of Santa Ana College and CLO Virtual Fashion, LLC Action  
The administration recommends approval of the license agreement between RSCCD on behalf of SAC and CLO Virtual Fashion, LLC, located in New York, New York, as presented.
- \*3.4 Approval of Rancho Santiago Community College District Professional Services Agreement between RSCCD on behalf of Santa Ana College with Michelle Parolise Action  
The administration recommends approval of the RSCCD professional services agreement between RSCCD on behalf of SAC with Michelle Parolise located in Huntington Beach, California, as presented.
- \*3.5 Approval of COVID-19 Addendum to Agreements between RSCCD on behalf of Santa Ana College and Theragen, LLC Action  
The administration recommends approval of the COVID-19 addendum to agreements between RSCCD on behalf of SAC and Theragen, LLC located in Santa Ana, California, as presented.
- \*3.6 Approval of Purchase of Annual Campus/Full Site Licenses for GMetrix Practice and Certification Exams for MOS (Microsoft Office Specialist), Adobe Pro, Intuit (QuickBooks) and MTA Practice Test Site Licenses from Certiport, a Subsidiary of NCS Pearson, Inc. for RSCCD on behalf of Santa Ana College Action  
The administration recommends approval of the purchase of the annual campus license for GMetrix Practice and certification exams for MOS, Adobe Pro Certified Associate and Intuit (QuickBooks) certified user, and MTA from Certiport, a subsidiary of NCS Pearson, Inc., for RSCCD on behalf of SAC, as presented.
- \*3.7 Approval of Purchase of Explorer 2.0 Trailer by Beaverfit for RSCCD on behalf of Santa Ana College Action  
The administration recommends approval of the purchase of Explorer 2.0 Trailer by Beaverfit, located in Reno, Nevada, for RSCCD on behalf of SAC, as presented.

- \*3.8 Approval of Proposed Revisions for 2022–2023 Santa Ana College Catalog and/or 2021-2022 Catalog Addendum Action  
The administration recommends approval of the proposed revisions for the 2022–2023 SAC catalog and/or 2021-2022 catalog addendum, as presented.
- \*3.9 Ratification of Agreement Addendum 2 between RSCCD on behalf of Santa Ana College and Point and Click Solutions, Inc. for SAC Student Health and Wellness Center Action  
The administration recommends ratification of the agreement addendum 2 between RSCCD on behalf of SAC and Point and Click Solutions, Inc. for the SAC Student Health and Wellness Center, as presented.
- \*3.10 Ratification of Agreement Addendum 1 between Point and Click Solutions, Inc. and Rancho Santiago Community College District for Santiago Community College (SCC) Action  
The administration recommends ratification of the agreement addendum 1 between Point and Click Solutions, Inc. and RSCCD for SCC, as presented.
- \*3.11 Approval of Five-Year Clinical Affiliation Agreement Renewal between RSCCD on behalf of Santiago Canyon College and California State University Fullerton (CSUF) Action  
The administration recommends approval of the five-year clinical affiliation agreement renewal between RSCCD on behalf of SCC and California State University Fullerton.

#### **4.0 BUSINESS 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 September 14, 2021.
- \*4.3 Approval of the 2020-2021 CCFS-311 Annual Budget and Financial Report, Including the Gann Appropriations Limit Action  
The administration recommends approval of the 2020-2021 CCFS-311 annual budget and financial report as presented pending any audit adjustments and establishment of the District’s 2021-2022 Gann appropriations limit in the amount of \$265,553,208.

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

- \*4.4 Approval of Agreement with SVA Architects, Inc. for Architectural and Engineering Services for Temporary Village Phase 5A Projects at Santa Ana College Action

The administration recommends approval of the agreement with SVA Architects, Inc. for architectural and engineering services the Temporary Village Phase 5A projects at SAC as presented.

- \*4.5 Ratification of Professional Service Agreement with ARDA Demographics for Redistricting Services Action

The administration recommends ratification of the professional services agreement with ARDA Demographics for districting services as presented.

- \*4.6 Approval of Purchase Orders Action

The administration recommends approval of the purchase order listing for the period July 18, 2021, through September 04, 2021.

## 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 Services or her designee to enter into related contractual agreements on behalf of the district for the following:

- Los Angeles/Orange County Regional Consortium – \$ 100,000  
(District Office)
- Student Support Services Regular Program – \$ 348,002  
Year 1 (SAC)
- Student Support Services Regular Program – \$ 261,888  
Year 2 (SCC)
- Student Support Services Veterans Program – \$ 261,888  
Year 2 (SAC)
- Student Support Services Veterans Program – \$ 261,888  
Year 2 (SCC)
- Upward Bound – Year 5 (SAC) \$ 314,096
- Upward Bound Math & Science Program – \$ 297,601  
Year 5 (SCC)
- Workforce Innovation and Opportunity Act, \$2,741,947  
Title II – Adult Education and Family Literacy Act  
(SAC & SCC)

- \*5.2 Approval of Second Amendment Lease between RSCCD and St. Peter Evangelical Lutheran Church Action

The administration recommends approval of the lease with St. Peter Evangelical Lutheran Church and authorization be given to the Vice Chancellor, Business Services or her designee to sign and enter into a related agreement on behalf of the district.

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

- \*5.3 Approval of Five-Year Agreement with Ellucian Inc. for Cloud Application Hosting Services Action  
The administration recommends approval of the five-year agreement with Ellucian Inc. for cloud application hosting services as presented.
- \*5.4 Approval of Professional Services Agreement with J Anguiano Action  
The administration recommends approval of the professional services agreement and authorization be given to the Vice Chancellor, Business Services or her designee to sign and enter into a related agreement on behalf of the district.
- \*5.5 First Reading of Board Policies Information  
The following policies are presented for a first reading as an information item:
  - Board Policy (BP) 7132 Management Medical/Dental Insurance Benefits
- 5.6 Adoption of Board of Trustees Annual Self-Evaluation Instrument, List of Designated Recipients and Self-Evaluation Timeline Action  
The administration recommends adoption of the self-evaluation survey instrument, the list of designated individuals who will receive the survey and the self-evaluation timeline as presented.
- 5.7 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. Management Staff
  - d. Classified Staff
  - e. Student Workers
  - f. Professional Experts

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: Cheng Yu Hou, 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/Confidential Employees
4. Liability Claim (pursuant to Government Code Section 54956.95)  
Rejection of Claim – File #2108261

## **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 Extensions of Interim Assignments
- Approval of Contract LHE Workload Adjustments
- Approval of Changes of Location/Site
- Approval of Banked Leaves of Absence
- Approval of Part-time Hourly New Hires/Rehires
- Approval of Adjusted Effective Dates
- Ratification of Step Increases
- Approval of Non-paid Intern Services

6.2 Classified Personnel Action

- Approval of Longevity Increments
- Approval of Professional Growth Increments
- Approval of Out of Class Assignments
- Approval of Changes in Position
- Approval of Leaves of Absence
- Approval of New Appointments
- Approval of Ratification of Resignations/Retirements
- Approval of Short Term Assignments
- 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 Approval of Professional Service Agreement with Shaw HR Consulting, Incorporated Action

It is recommended that the board approve the professional services agreement with Shaw HR Consulting, Inc., and authorization be given to the Vice Chancellor, Human Resources or his designee to enter into the appropriate agreements with the vendor.

6.4 Approval of Fringe Benefit Providers for Calendar Year 2022 Action

The administration recommends approval of the insurance programs recommended by the Joint Benefits Committee and authorization be given to the Chancellor or his designee to enter into the appropriate agreements with the above companies for January 1, 2022 – December 31, 2022.

6.5 Rejection of Claim Action

The district's claims administrator recommends the board authorize the Chancellor or his designee to reject claim # 2108261.

**7.0 ADJOURNMENT** - The next regular meeting of the Board of Trustees will be held on October 11, 2021.