

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT (RSCCD)
Board of Trustees (Regular meeting)
Monday, September 23, 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 September 9, 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.

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 Report from Classified Representative
- 2.6 Reports from Academic Senate Presidents
- 2.7 Reports from Board Committee Chairpersons and Representatives of the Board
 - Board Policy Committee
 - Orange County Community Colleges Legislative Task Force

3.0 INSTRUCTION

- *3.1 Approval of Memorandum of Understanding (MOU) with Santa Ana Unified School District (SAUSD) Action

The administration recommends approval of the MOU with SAUSD as presented.
- *3.2 Approval of Standard Multi-Tenant Office Lease - Gross Lease with Santora Group LLC, a California Limited Liability Company and KET Glenoaks LLC, a California Limited Liability Company Action

The administration recommends approval of the standard multi-tenant office lease - gross lease with Santora Group LLC, a California limited liability company and KET Glenoaks, LLC, a California limited liability company located in Newport Beach, California, as presented.
- *3.3 Approval of RSCCD Professional Services Agreement with Gate Languages Action

The administration recommends approval of the RSCCD professional services agreement with Gate Languages located in Huntington Beach, California, as presented.
- *3.4 Approval of RSCCD Professional Services Agreement with The Treasury Creative Studios Action

The administration recommends approval of the RSCCD professional services agreement with The Treasury Creative Studios located in Orange, California, as presented.
- *3.5 Approval of Professional Services Agreement with Interact Communications, Inc. for Online Career Technical Education (CTE) Pathways Marketing Campaign Action

The administration recommends approval of the professional services agreement with Interact Communications, Inc. for an online CTE pathways marketing campaign as presented.

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

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 July 1, 2019, to September 10, 2019.
- *4.3 Approval of 2018-2019 CCFS-311 Annual Budget and Financial Report, including Gann Appropriation Limit Action
The administration recommends approving the 2018-2019 CCFS-311 annual budget and financial report as presented pending any audit adjustments and establishing the District's 2019-2020 Gann Appropriations Limit in the amount of \$266,450,015.
- *4.4 Approval of Agreement with SVA Architects, Inc. for Architectural Services for Campus Entrance Improvements – Phase 1 Preliminary Schematic Design Phase at Santa Ana College (SAC) Action
The administration recommends approval of the agreement with SVA Architects, Inc. for architectural services for campus entrance improvements – Phase 1 preliminary schematic design phase at SAC as presented.
- *4.5 Approval of Surplus Property Action
The administration recommends approval of declaring the list of equipment as surplus property and utilizing The Liquidation Company to conduct an auction as presented.
- *4.6 Approval of Donation of Surplus Items Action
The administration recommends approval of the donation of surplus items to Orange Unified School District and Garden Grove Unified School District as presented.
- 4.7 Adoption of Resolution No. 19-21 for Conflict of Interest Code Action
The administration recommends adoption of Resolution No. 19-21 for Conflict of Interest Code as presented.
- *4.8 Approval of Purchase Orders Action
The administration recommends approval of the purchase order listing for the period July 14, 2019, through August 17, 2019.

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

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:
- | | |
|--|-----------|
| - Nursing Program Support Grant (SAC) | \$207,358 |
| - Upward Bound – Math & Science Program – Year 3 (Santiago Canyon College [SCC]) | \$287,537 |
| - Upward Bound – Veterans Program – Year 3 (SAC) | \$287,537 |
- *5.2 Approval of Sub-Agreement between RSCCD and Orange County Business Council for Strong Workforce 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 First Amendment to Sub-Agreement between RSCCD and Sonoma County Junior Community College District for Sector Navigator – Retail/Hospitality/Tourism 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.
- *5.4 Approval of Professional Services Agreement with Dan Watanabe for Sector Navigator – Information Communication Technology (ICT)/ Digital Media – Industry Sector Projects in Common Funded by Key Talent Administration and Sector Strategy Fiscal Agent Grant Action
The administration recommends approval of the professional services Agreement with Dan Watanabe 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 Agreement between RSCCD and Economic Modeling, LLC of Moscow, Idaho (“Emsi”) for Strong Workforce Program – Regional Funds Initiative 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.

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

- *5.6 Approval of Professional Services Agreement with Altrex Performance Solutions Action
The administration recommends approval of the professional services agreement with Altrex Performance Solutions 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 Adoption of Resolution 19-22 for Support of Undocumented Students Week of Action October 14-18, 2019 Action
It is recommended that the board adopt Resolution No. 19-22 for Support of Undocumented Students Week of Action October 14-18, 2019.
- 5.8 Review of Santa Ana College and Santiago Canyon College Updated Priorities for Proposed Bond Information
It is recommended that the board review the SAC and SCC updated priorities for a proposed bond.
- 5.9 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 Legal Counsel: Existing Litigation (pursuant to Government Code Section 54956.9[a])

Alliance of Schools for Cooperative Insurance Programs (ASCIP) vs. Sandra Elizabeth Castro Palma Claim #1805554

3. 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

*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
a. Chancellor Contract
5. Public Employee Discipline/Dismissal/Release (pursuant to Government Code Section 54957[b][1])
6. Conference with Real Property Negotiators (pursuant to Government Code Section 54956.8)
Property: Centennial Education Center/Centennial Park
2900 W. Edinger Avenue, Santa Ana, California
Agency Negotiators: Marvin Martinez, Chancellor, Rancho Santiago Community College District
Negotiating Parties: City of Santa Ana
Under Negotiation: Price and Terms of Payment
7. Status of City of Santa Ana Police Department Investigation of Santa Ana College Incident (pursuant to Government Code 54957 [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 Extensions of Interim/Short-term Assignment
 - Ratification of Resignations/Retirements
 - Approval of 2019-2020 CEFA Permanent Hourly Salary Schedule Effective August 12, 2019
 - Approval of Beyond Contract/Overload & Summer Stipends
 - Approval of Leaves of Absence
 - Approval of Part-time Hourly New Hires/Rehires
 - Approval of Non-paid Instructors of Record
- 6.2 **Classified Personnel** **Action**
 - Approval of New Appointments
 - Approval of Professional Growth Increments
 - Approval of Longevity Increments
 - Approval of Out of Class Assignments

6.2 Classified Personnel (cont.)

- Approval of Changes in Salary Placement
- Ratification of Resignations/Retirements
- Approval of Short Term Assignments
- Approval of Changes in Temporary Assignments
- Approval of Additional Hours for Ongoing Assignment
- Approval of Substitute Assignments
- Approval of Miscellaneous Positions
- Approval of Volunteers
- Approval of Student Assistant Lists

6.3 Approval of Services Agreement with NEOGOV

Action

It is recommended that the board approve the services agreement with NEOGOV as presented.

6.4 Approval of Fringe Benefit Providers for Calendar Year 2020

Action

It is recommended that the board approve the renewal of the insurance programs at the negotiated rates and authorization be given to the Chancellor or his designee to enter into appropriate agreements with the list of companies for the period of January 1, 2020, to December 31, 2020.

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 meeting of the Board of Trustees will be held on October 14, 2019, at Santiago Canyon College, 8045 E. Chapman Avenue, Room H-106, Orange, California.