

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT (RSCCD)**  
**Board of Trustees (Regular meeting)**  
**Monday, January 13, 2020**  
**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 December 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.

1.7 Public Hearing – Rancho Santiago Community College District Bargaining Proposal to Child Development Centers – California School Employees Association (CSEA) Chapter 888

- 1.8 Informational Presentation on the Budget
- 1.9 Strategic Planning and Enrollment Management Update

## **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 Facilities Committee

## **3.0 INSTRUCTION**

- \*3.1 Approval of Amendment for Santa Ana College (SAC) Community Services Program Revenue Contract MA-026-20010954 between County of Orange District Attorney and Rancho Santiago Community College District on behalf of Santa Ana College Community Services Program Action

The administration recommends approval of the amendment for the SAC Community Services Program Revenue Contract MA-026-20010954 between the County of Orange District Attorney and RSCCD on behalf of SAC Community Services program as presented.
- \*3.2 Approval of Memorandum of Understanding (MOU) between Coast Community College District (CCCD) on behalf of Coastline Community College and Rancho Santiago Community College District on behalf of Santa Ana College Action

The administration recommends approval of the MOU between CCCD on behalf of Coastline Community College and RSCCD on behalf of SAC as presented.
- \*3.3 Approval of Renewal of Rancho Santiago Community College District Professional Services Agreement with PGINET Consulting Action

The administration recommends approval of the renewal of the RSCCD professional services agreement with PGINET Consulting located in Fullerton, California as presented.
- \*3.4 Approval of Proposed Revisions for 2020-2021 Santa Ana College Catalog Action

The administration recommends approval of proposed revisions for the 2020-2021 SAC catalog.

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

- \*3.5 Approval of Proposed Revisions for 2019-2020 Santiago Canyon College (SCC) Catalog Addendum and/or 2020-2021 College Catalog Action  
The administration recommends approval of the proposed revisions for the 2019-2020 SCC catalog addendum and/or 2020-2021 catalog as presented.
- \*3.6 Approval of Amended Apprenticeship Cost Agreements and Hourly Rate Increase Action  
The administration recommends approval of the amended apprenticeship cost agreements and hourly rate increase as presented.
- \*3.7 Approval of Professional Services Agreement with Plastic Surgery Studios Action  
The administration recommends approval of the professional services agreement with Plastic Surgery Studios as presented.
- \*3.8 Approval of Professional Services Agreement with Gregg D. Ander, LLC Action  
The administration recommends approval of the professional services agreement with Gregg D. Ander, LLC as presented.
- \*3.9 Approval of Professional Services Agreement with Terry A. Schmidt Action  
The administration recommends approval of the professional services agreement with Terry A. Schmidt as presented.
- \*3.10 Approval of Professional Services Agreement with Vital Link Orange County Action  
The administration recommends approval of the professional services agreement with Vital Link Orange County 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, Transfers, and Intrafund and Interfund Transfers Action  
The administration recommends approval of budget increases/decreases, transfers, and intrafund and interfund transfers from September 1, 2019, to December 17, 2019.
- \*4.3 Approval of Contract for Independent Audit Services Action  
The administration recommends approval of the contract for independent audit services for fiscal year 2019-2020 with Eide Bailly, LLP and authorization be given to the Vice Chancellor, Business Operations/Fiscal Services to enter into the agreement on the district's behalf as presented.

- \*4.4 Approval of Agreement with PBK Architects, Inc. for Architectural and Engineering Services for Safety and Security Renovations at District Operations Center, Santa Ana College and Santiago Canyon College Action  
The administration recommends approval of the agreement with PBK Architects, Inc. for architectural and engineering services for the safety and security renovations at the District Operations Center, SAC and SCC as presented.
- \*4.5 Approval of Amendment to Agreement with HL Construction Management for Cost Estimating Consulting Services for Campus Entrance Improvements Project at Santiago Canyon College Action  
The administration recommends approval of the amendment to the agreement with HL Construction Management for cost estimating consulting services for the campus entrance improvements at SCC as presented.
- \*4.6 Approval of Amendment to Agreement with Kitchell for Constructability Review Services for Campus Entrance Improvements Project at Santiago Canyon College Action  
The administration recommends approval of the amendment to the agreement with Kitchell for constructability review services for the campus entrance improvements at SCC as presented.
- \*4.7 Approval of Amendment to Agreement with Converse Consultants for Environmental Consulting Services for Orange Education Center (OEC) at Santiago Canyon College Action  
The administration recommends approval of the amendment to the agreement with Converse Consultants for environmental consulting services at OEC at SCC as presented.
- \*4.8 Approval of Amendment #2 to Agreement with Cambridge West Partnership, LLC for Information Technology (IT) Consulting Services Action  
The administration recommends approval of the amendment to the agreement with Cambridge West Partnership, LLC for IT consulting services as presented.
- \*4.9 Approval of Amendment to Agreement with Cambridge West Partnership, LLC Action  
The administration recommends approval of the amendment to the agreement with Cambridge West Partnership, LLC as presented.

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

- \*4.10 Approval of Utilization of California Multiple Award Schedule (CMAS), Contract #4-19-00-0115B to I.P.S. Group, Inc. Action  
The administration recommends approval of the utilization of CMAS Contract #4-19-00-0115B with I.P.S. Group, Inc. for parking permit dispensers, including renewals, future addendums, supplements and extensions as presented.
- \*4.11 Approval of Vendor Name Change Action  
The administration recommends approval of the vendor name change request from XInt Tint to Budget Holdings, Inc. as presented.
- \*4.12 Approval of Purchase Orders Action  
The administration recommends approval of the purchase order listing for the period November 10, 2019, through December 14, 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:
- California Work Opportunity and Responsibility to Kids (CalWORKs)/Work Study/Temporary Assistance for Needy Families (TANF) (SAC) \$ 478,116
  - Early Head Start (District Office [DO]) \$1,937,434
  - Governor’s Office of Business & Economic Development (GOBiz) Capital Infusion Program (CIP) Grant (DO) \$ 50,000
  - Governor’s Office of Business & Economic Development (GOBiz) Small Business Technical Assistance Expansion Program (TAEP) Grant (DO) \$ 300,000
  - Project RAISE (Regional Alliance in Science, Technology, Engineering and Math [STEM] Education) – Year 4 (SAC & (SCC) \$ 40,000
  - United States Small Business Administration/California State University, Fullerton – Orange County/Inland Empire Regional Small Business Development Center Network (DO) \$ 300,000
  - Urban Agriculture Community-Based Research Experience (U-ACRE 3.0) – Year 4 (SAC) \$ 16,500

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

- \*5.2 Approval of First Amendment to Sub-Agreement between RSCCD and Long Beach Community College District/Long Beach City College for Key Talent Administration and Sector Strategy Fiscal Agent 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.
- \*5.3 Approval of Professional Service Agreement with Jennifer Walsvick Action  
The administration recommends approval of the professional 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.
- 5.4 Adoption of Board Policies Action  
The administration recommends adoption of the following new and revised board policies:
- Board Policy (BP) 2710 Conflict of Interest
  - BP 3821 Gift Ban Policy
- 5.5 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
2. Conference with Legal Counsel: Existing Litigation (pursuant to Government Code Section 54956.9[a])

Loretta Jordan v. Rancho Santiago Community College District, Orange County Superior Court  
Case No. 30-2019-01072357-CU-WT-CJG

Anthony Rabiola v. Rancho Santiago Community College District, Orange County Superior Court  
Case No. 30-2019-01115249-CU-OE-CJC

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

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

3. Conference with Legal Counsel: Anticipated/Potential Litigation (pursuant to Government Code Section 54956.9[b]-[c]) (2 cases)
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, Chapter 579  
California School Employees Association, Chapter 888  
Continuing Education Faculty Association (CEFA)  
Unrepresented Management Employees
5. Public Employee Discipline/Dismissal/Release (pursuant to Government Code Section 54957[b][1])
6. Student Expulsion (pursuant to Education Code 72122)  
Student I.D. #1541047

## **RECONVENE**

### **Issues discussed in Closed Session (Board Clerk)**

#### **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.

## **6.0 HUMAN RESOURCES**

### **6.1 Management/Academic Personnel**

### **Action**

- Approval of Changes of Assignment/Interim to Permanent
- Approval of Spring 2020 Step Increases for CEFA Part-time/Hourly Faculty
- Approval of Appointments
- Approval of Hiring of Temporary Faculty Members
- Approval of Extensions of Temporary Long-term Substitute
- Approval of Adjusted Final Salary Placements
- Approval of 2019-2020 Contract Extension Days
- Approval of Leaves of Absence
- Approval of Beyond Contract/Overload Stipends
- Approval of Part-time Hourly New Hires/Rehires
- Approval of Non-paid Instructors of Record
- Approval of Non-paid Intern Services

- 6.2 Classified Personnel Action
- Approval of New Appointments
  - Approval of Hourly Ongoing to Contract Assignments
  - Approval of Temporary to Contract Assignments
  - Approval of Professional Growth Increments
  - Approval of Out of Class Assignments
  - Approval of Return to Regular Assignments
  - Approval of Changes in Position/Location
  - Approval of Leaves of Absence
  - Ratification of Resignations/Retirements
  - Approval of Temporary to Hourly Ongoing Assignments
  - Approval of Short Term 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 Presentation of Continuing Education Faculty Association (CEFA) Initial Bargaining Proposal to Rancho Santiago Community College District Action  
It is recommended that the board receive this bargaining proposal and schedule a public hearing for February 3, 2020.
- 6.4 Presentation of Rancho Santiago Community College District Initial Bargaining Proposal to Continuing Education Faculty Association (CEFA) Action  
It is recommended that the board receive this bargaining proposal and schedule a public hearing for February 3, 2020.
- 6.5 Adoption of Resolution No. 20-01 authorizing payment to Trustee Absent from Board Meetings Action  
This resolution requests authorization of payment to Arianna Barrios for her absence from the December 9, 2019, board meeting due to a business commitment.
- 7.0 **ADJOURNMENT** - The next regular meeting of the Board of Trustees will be held on February 3, 2020.