

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT (RSCCD)
Board of Trustees (Regular meeting)
Monday, October 9, 2017
Santiago Canyon College
8045 E. Chapman Ave., Room H-106
Orange, CA 92869

This meeting will include a teleconference location:
12 East Erie Street, 9th Floor Conference Room, Chicago, Illinois

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.

The mission of Santa Ana College is to be a leader and partner in meeting the intellectual, cultural, technological, and workforce development needs of our diverse community. Santa Ana College provides access and equity in a dynamic learning environment that prepares students for transfer, careers and lifelong intellectual pursuits in a global community.

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 accessible, transferable, and engaging education to a diverse community.

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.

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1.5 Approval of Minutes – Regular meeting of September 25, 2017

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 Faculty by Board of Trustees

1.8 Presentation on National Council of Examiners for Engineering and Surveying (NCEES) 2017 Surveying Education Award

1.9 Presentation on Santiago Canyon College (SCC) Water Program

1.10 Presentation on Santiago Canyon College Marketing Plan

2.0 INFORMATIONAL ITEMS AND ORAL REPORTS

2.1 Report from the Chancellor

2.2 Reports from College Presidents

- Enrollment
- Facilities
- College activities
- Upcoming events

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

- Board Policy Committee

3.0 INSTRUCTION

*3.1 Approval of Clinical Affiliation Agreement with Illumination Foundation Action

The administration recommends approval of the clinical affiliation agreement with the Illumination Foundation located in Irvine, California, as presented.

*3.2 Approval of Clinical Affiliation Agreement with Doctor's Ambulance Action

The administration recommends approval of the clinical affiliation agreement Doctor's Ambulance located in Laguna Hills, California, as presented.

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

- *3.3 Approval of Renewal of Hope Builders Instructional Services Agreement for Construction Action
The administration recommends approval of the renewal of the Hope Builders Instructional Services Agreement for program year 2017-2018.
- 3.4 Approval of Memorandum of Understand (MOU) between Hope Builders, Santa Ana College (SAC) School of Continuing Education, Southwest Carpenters Training Fund, and Santiago Canyon College Apprenticeship Program Action
The administration recommends approval of the MOU between Hope Builders, SAC School of Continuing Education, Southwest Carpenters Training Fund, and SCC Apprenticeship program for academic year 2017-2018.

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 September 13-25, 2017.
- *4.3 Approval of 2016-2017 CCFS-311 Annual Budget and Financial Report, including Gann Appropriation Limit Action
The administration recommends approval of the 2016-2017 Annual Budget and Financial Report as presented pending any audit adjustments and establishing the district's 2017-2018 Gann Limit in the amount of \$264,469,343.
- *4.4 Acceptance of Completion of Bid #1331 for Barrier Removal Path of Travel Improvements at Santiago Canyon College and Approval of Recording of 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.
- *4.5 Approval of Agreement with Ghatoade Bannon Architects, LLP for Professional Design Services for new Safety and Security Offices at Santiago Canyon College Action
The administration recommends approval of the agreement with Ghatoade Bannon Architects, LLP for professional design services for the new Safety and Security Offices at SCC as presented.

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

- *4.6 Approval of Change Order #1 for SJD & B, Inc. for Bid #1328 for American with Disabilities Act (ADA) Improvements at 1937 West Chapman Avenue, Orange, California, for Orange Education Center (OEC) Action
The administration recommends approval of change order #1 for SJD & B, Inc. for Bid #1328 for ADA improvements at 1937 West Chapman Avenue, Orange, California, for OEC as presented.
- *4.7 Acceptance of Completion of Bid #1328 for ADA Improvements at 1937 West Chapman Avenue, Orange, California, for the Orange Education Center and Approval of Recording of 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 Independent Contractor Action
The administration recommends approval of the following independent contractor: Codestorm to support the Los Angeles/Orange County Regional Consortium (LAOCRC) in achieving its goals to modernize and improve user experience of the LAOCRC website by designing and developing a modern website. Dates of service are October 10, 2017, through June 30, 2018. The fee is estimated at \$21,800.
- *4.9 Approval of Independent Contractor Action
The administration recommends approval of the following independent contractor: Nicholas Kremer to perform Chair activities within specified timelines as part of the Vocational Education Research and Accountability Technical Advisory Committee (VERATAC) that advises the California Community College Chancellor's Office on the implementation of the accountability provisions in the Carl D. Perkins Act. Dates of service are October 10, 2017, through June 30, 2018. The fee is estimated at \$16,025.
- *4.10 Approval of Independent Contractor Action
The administration recommends approval of the following independent contractor: Nueva Vista Media, Inc. to produce innovative media resources and website to raise Career Technical Education awareness among students, their influencers, key stakeholders and others about the variety of career pathways available through CTE programs at the Orange County region's nine community colleges. Dates of service are October 10, 2017, through June 30, 2018. The fee is estimated at \$49,950.
- *4.11 Approval of Reappointments for the Measure Q Citizens' Bond Oversight Committee Action
The administration recommends approval of the reappointments of the Measure Q Citizens' Bond Oversight Committee for the 2018 calendar year 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:
- California Career Pathways Trust – Orange County Careers Pathways Partnership (CCPT-OCCPP) – Year 4 (SAC) \$ 45,500
 - California Career Pathways Trust – Orange County Careers Pathways Partnership (CCPT-OCCPP) – Year 4 (SCC) \$ 76,431
 - Innovation and Effectiveness Grant (SCC) \$200,000
 - Upward Bound Math & Science Program II – Year 1 (SCC) \$263,938
 - Urban Agriculture Community-Based Research Experience (U-ACRE 3.0) – Year 2 (SAC) \$ 16,500
 - Veterans Upward Bound Program II – Year 1 (SAC) \$263,938
- *5.2 Approval of Sub-Agreement between RSCCD and City of Santa Ana for Community Colleges Basic Skills and Student Outcomes Transformation Program (#DO-17-2058-01) 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 Fourth Amendment to Sub-Agreement between RSCCD and Project Tomorrow for California Career Pathways Trust Grant – Year 3 Action
The administration recommends approval of the 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 Fifth Amendment to Sub-Agreement between RSCCD and Project Tomorrow for California Career Pathways Trust Grant – Year 4 Action
The administration recommends approval of the 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.

- *5.5 Approval of First Amendment to Sub-Agreement between RSCCD and South Orange County Community College District for the Career Technical Education (CTE) Data Unlocked 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 Service Agreement with Economic Modeling, LLC aka Economic Modeling Specialists International (EMSI) for Strong Workforce Program – Regional Funds Initiative (Project 1) 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.
- *5.7 Approval of Service Agreement with Economic Modeling, LLC aka Economic Modeling Specialists International for Strong Workforce Program – Regional Funds Initiative (Project 2) 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.
- 5.8 First Reading of Board Policies Action
The following policies are presented for a first reading as an information item:
- Board Policy (BP) 3310 Records Retention and Destruction
 - BP 3821 Gift Ban Policy
 - BP 6330 Purchasing
 - BP 6332 Competitive Bidding, and Quotations and Contracts Policies
 - BP 6505 Inventory Order Quantity and Storage Contracts
 - BP 7330 Communicable Disease
 - BP 7340 Leaves
- 5.9 Adoption of Board of Trustees Annual Self-Evaluation Instrument, List of Designated Recipients, and Self-Evaluation Timeline Action
It is recommended that the board adopt the self-evaluation survey instrument, list of designated individuals who will receive the survey, and self-evaluation timeline.
- 5.10 Board Member Comments Information

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

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
 - e. Professional Experts
 - g. Other Educational and Classified Administrators
 - (1) Internal Audit Manager

RECONVENE

Issues discussed in Closed Session (Board Clerk)

Public Comment

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6.0 HUMAN RESOURCES

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|-----|---|----------------------|
| 6.1 | <u>Management/Academic Personnel</u> | <u>Action</u> |
| | <ul style="list-style-type: none">• Approval of Appointments• Approval of 2017-2018 Contract Extension Days• Approval of 2017-2018 Contract Stipends• Approval of Beyond Contract/Overload Stipends• Approval of Part-time New Hires/Rehires | |
| 6.2 | <u>Classified Personnel</u> | <u>Action</u> |
| | <ul style="list-style-type: none">• Approval of New Classifications• Approval of New Appointments• Approval of Hourly Ongoing to Contract Assignments• Approval of Longevity Increments• Approval of Out of Class Assignments• Approval of Changes in Position | |

6.2 Classified Personnel

- Approval of Changes in Salary Placements
- Approval of Temporary to Hourly Ongoing Assignments
- 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 Community Service Presenters and Stipends
- Approval of Volunteers
- Approval of Student Assistant Lists

6.3 Approval of Fringe Benefit Providers for Calendar Year 2018

Action

It is recommended that the board approve the renewal of the insurance programs at the negotiated rates, add Kaiser as an additional health benefit provider, and authorize the chancellor or his designee to enter into the appropriate agreements with the fringe benefit providers from January 1, 2018 to December 31, 2018.

7.0 ADJOURNMENT - The next regular meeting of the Board of Trustees will be held on October 23, 2017, at Santa Ana College, 1530 W. 17th Street, Santa Ana, California.