



Rancho Santiago Community College District
District Council Meeting
September 16, 2019
Executive Conference Room #114
3:00 – 5:00 p.m.

Agenda

- | | |
|---|------------|
| 1. Approval of Minutes of August 26, 2019 Meeting - ACTION | Martinez |
| 2. Chancellor's Update – INFORMATION | Martinez |
| 3. Budget | Hardash |
| a. State Budget Update – INFORMATION | |
| 4. Reorgs - ACTION | |
| a. Reorg #1155 – DO/Ed Services | Perez |
| 5. Board Policies - INFORMATION | Hernandez |
| a. BP 4110 – Honorary and Posthumous Degrees and Certificates | |
| b. BP 5220 – Shower Access for Homeless Students (NEW) | |
| 6. Administrative Regulations – ACTION | Hernandez |
| a. AR 5220 – Shower Access for Homeless Students (NEW) | |
| 7. Committee Reports - INFORMATION | |
| a. Planning & Organizational Effectiveness Committee | Perez |
| b. Human Resources Committee | Green |
| c. Fiscal Resources Committee | Hardash |
| d. Physical Resources Committee | Hardash |
| e. Technology Advisory Group | Gonzalez |
| 8. Constituent Representative Reports - INFORMATION | |
| a. Academic Senate - SAC | Shahbazian |
| b. Academic Senate – SCC | DeCarbo |
| c. Classified Staff | Martin |
| d. Student Government – SAC | Cuellar |
| e. Student Government – SCC | Gallardy |
| 9. Other | |

Next Meeting: October 7, 2019



Rancho Santiago Community College District District Council Meeting

MINUTES

August 26, 2019

Members:	Marvin Martinez	Absent
	Peter Hardash	Present
	Enrique Perez	Present
	Tracie Green	Present
	Linda Rose	Present
	John Hernandez	Present
	Jesse Gonzalez	Present
	Roy Shahbazian	Present
	Michael DeCarbo	Present
	Monica Zarske	Present
	Michael Taylor	Present
	Sheryl Martin	Present
	Teresa Hagelbarger	Absent
	Susan Hoang	Absent
	Mariano Cuellar	Present
	Aidan Kato for Jio Gallardy	Present
Guest:	Adam O'Connor	

Vice Chancellor Peter Hardash convened the meeting at 3:02 p.m.

Self-Introductions took place.

1. Approval of Minutes of July 8 2019 Meeting
It was moved by Ms. Martin, seconded by Dr. Hernandez and the motion carried, with abstentions by Mr. DeCarbo and Ms. Zarske, to approve the minutes of the July 8, 2019.
2. Chancellor's Update
Chancellor Martinez was unable to attend the meeting, so there was no update/report.

3. Budget

- a. Vice Chancellor Hardash provided an update on the state budget. He reported that there is still a great amount of uncertainty about the funding the district will receive. The adopted budget was prepared as if RSCCD was a hold harmless district, which means there is no increased funding other than the 3.26% COLA. The adopted budget presented today was unanimously approved and recommended to District Council by the Fiscal Resources Committee.
- b. Assistant Vice Chancellor Adam O'Connor reviewed the highlights of the 2019-2020 Adopted Budget that included a review of the revisions to the budget assumptions that were approved by District Council at the July 8, 2019 meeting. With these revisions, the unrestricted general fund summary resulted in a positive \$1.8 million. Because of the anticipated changes in the current funding from the State, this money will not be immediately reallocated. Fiscal Services will be monitoring the changes in state funding on a monthly basis and adjustments will be made as appropriate. In addition, Mr. O'Connor reviewed the ending balance and carryover schedule. District Council members received clarification of the information presented.

It was moved by Mr. DeCarbo, seconded by Mr. Kato and carried unanimously to approve the 2019-2020 Adopted Budget as presented.

4. Reorgs

- a. It was moved by Mr. Kato, seconded by Mr. Gonzalez and carried unanimously to approve Reorg #1148 – DO/Safety & Security.
- b. After discussion, it was agreed that Reorg #1155 – DO/Ed Services would be revised and brought to the next District Council meeting.
- c. It was moved by Mr. Kato, seconded by Mr. Cuellar and carried unanimously to approve Reorg #1156 – DO/Ed Services.
- d. It was moved by Mr. Kato, seconded by Dr. Hernandez and carried unanimously to approve Reorg #1157 – DO/Purchasing Services.
- e. It was moved by Mr. Cuellar, seconded by Mr. Kato and carried unanimously to approve Reorg #1158 – DO/Ed Services.

5. Committee Reports

- a. Planning and Organizational Effectiveness Committee (POEC)
Vice Chancellor Perez reported that the next meeting is to be held on August 28, 2019.
- b. Human Resources Committee (HRC)
Vice Chancellor Green reported that the next meeting is to be held on September 11, 2019.
- c. Fiscal Resources Committee (FRC)
Mr. Hardash reported on the August 21, 2019 meeting and noted that the next meeting is to be held on September 18, 2019. Mr. Hardash also reported that Roy Shahbazian is the new Co-Chair of the Fiscal Resources Committee
- d. Physical Resources Committee (PRC)
Mr. Hardash reported that the next meeting is scheduled for September 4, 2019.

5. Committee Reports (continued)

e. Technology Advisory Group (TAG)

Assistant Vice Chancellor Jesse Gonzalez reported that the next meeting is scheduled for September 5, 2019. He also reported that there are new Co-Chairs for TAG – Emma Breeden for fall 2019 and Mary Mettler for spring 2020.

6. Constituent Representative Reports

a. Academic Senate/SAC: Mr. Roy Shahbazian reported on the recently held Academic Senate Retreat.

b. Academic Senate/SCC: Mr. DeCarbo reported on the recently held Academic Senate Retreat.

c. CSEA: Ms. Martin reported on activities of CSEA and that progress was being made in negotiations.

d. Student Government/SAC: Mr. Cuellar reported on the activities of the SAC ASG.

e. Student Government/SCC: On behalf of Mr. Gallardy, Mr. Eaton reported on the activities of the SCC ASG.

7. Other

No report.

8. Next Meeting: The next meeting will be held on Monday, September 16, 2019 in the Executive Conference Room (#114).

Meeting Adjourned: 4:40 p.m.

Approved:

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
REORGANIZATION REQUEST FORM

RECEIVED

Number # 1155-
 Assigned by Human Resources

Use this form and the reorganization process to make a permanent personnel change in your program or department. If proposing a new and/or change of position, please attach a cost of position worksheet.

2019 JUN 28 P 12:38

Site/Department/Division: District Office/Educational Services Division

Manager/Supervisor: Enrique Perez

HUMAN RESOURCES/RSCCD

Position(s) affected:

CURRENT POSITION	PROPOSED POSITION
Marketing Specialist, FT (12) (vacant) (delete)	
Business Services Coordinator, FT (13) (vacant) (delete)	
Administrative Clerk, FT (10) (vacant) (delete)	
Business Services Coordinator, 19 hr./12 mo. (13) (vacant) (delete)	
Administrative Clerk, 19 hour on-going (10) (vacant) (delete)	

Current annual salary/benefits cost \$ 0.00 Proposed annual salary/benefits cost \$ 0.00

Specify budget impact – include exact amounts or the best available estimate and the source of funding:

GENERAL FUNDS

RESTRICTED FUNDS

Source of funding (account numbers): 12 fund (grant-funded) projects ended

(Attach necessary budget change forms)

Reason for reorganization:

To delete CSEA vacancies positions that are defunded, categorically funded grants ended. List of positions below:

- Marketing Specialist, FT (vacant Macias) position as funded by Business Entrepreneur Center special project ended 6/30/2015
 - Business Services Coordinator, FT (vacant Fruasto Aguado) position as funded by DSN Retail/Hospitality/ Tourism special project ended 10/31/18
 - Administrative Clerk, FT (vacant - Villasenor) position as funded by Workplace Learning Resource Center special project ended 6/30/10
 - Business Services Coordinator, 19 hr./12 mo. (vacant - Palomares) position as funded by DSN - Small Business special project ended 10/31/18
 - Administrative Clerk, 19 hr./12 mo. (vacant - Madrigal) position as funded by LA/OC Regional Consortium special project, vacancy since 3/2017AI
- Also, this request is to define the reporting lines for executive secretary and administrative secretaries for LA/OC Regional Consortium department.

Will there be duties and/or responsibilities that will no longer be performed/required in this department/division?

No Yes If yes, please explain below.

Does this change affect more than one department/division?

No Yes If yes, please explain below.

Please note: You are required to attach both current and proposed organization charts (highlighting all positions affected, both current and proposed) with this form.

Submitted by (District Cabinet Member):

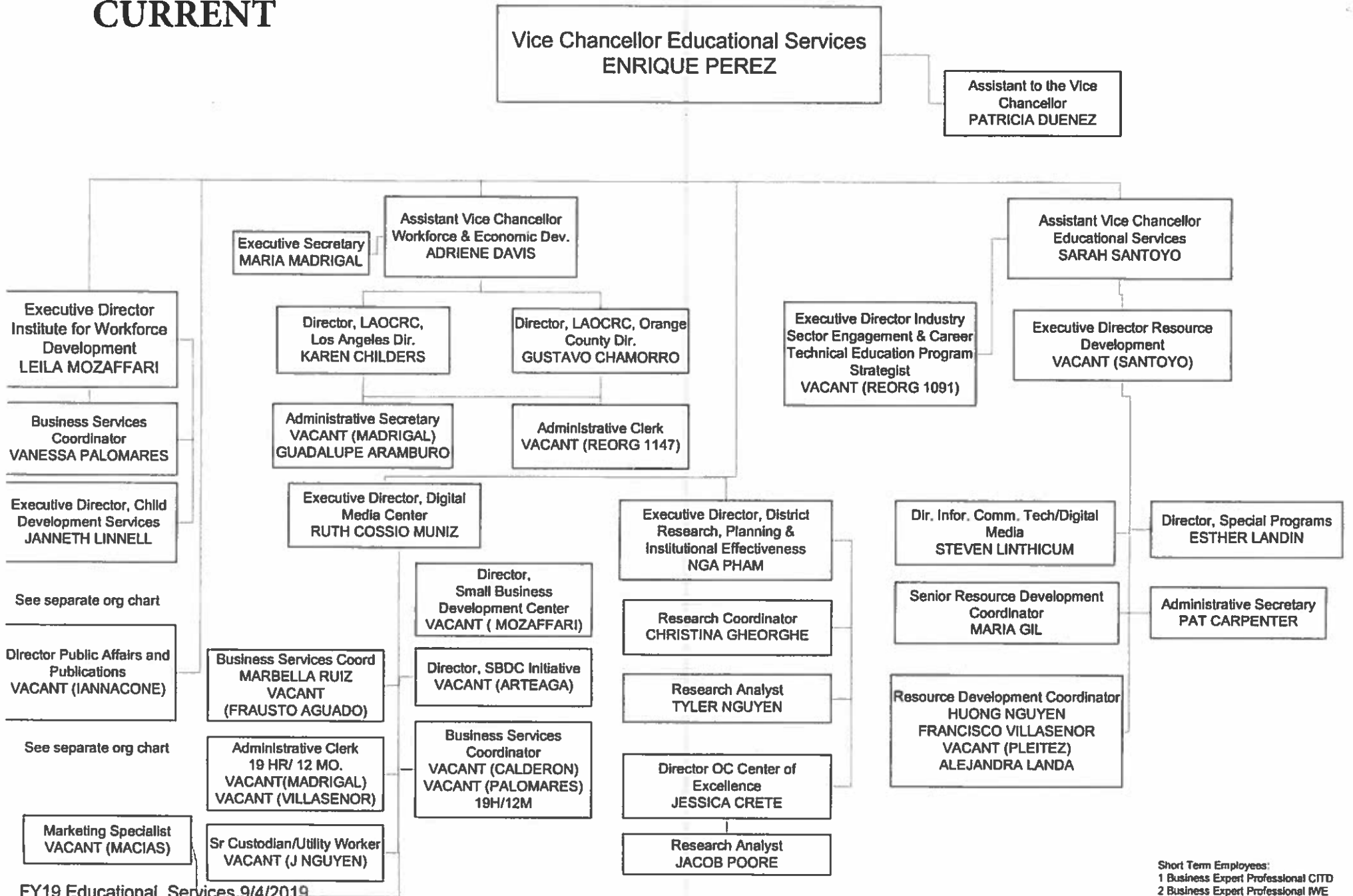
Date:

6/28/19

SIGNATURES AND/OR REVIEW DATES	
Human Resources (Signature/Date): 7/3/19	Business Operations & Fiscal Services (Signature/Date): 7/5/19
	Resource Development (Signature/Date – Only for Restricted Funds)
COLLEGE POSITIONS	DISTRICT POSITIONS
President's Council Approval (Signature/Date):	Chancellor's Cabinet Approval (Signature/Date): 7/8/19
Chancellor's Cabinet Approval (Signature/Date):	Chancellor's Council Approval (Signature/Date):
CSEA (Signature/Date):	CSEA (Signature/Date):

**Rancho Santiago Community College District
EDUCATIONAL SERVICES**

CURRENT

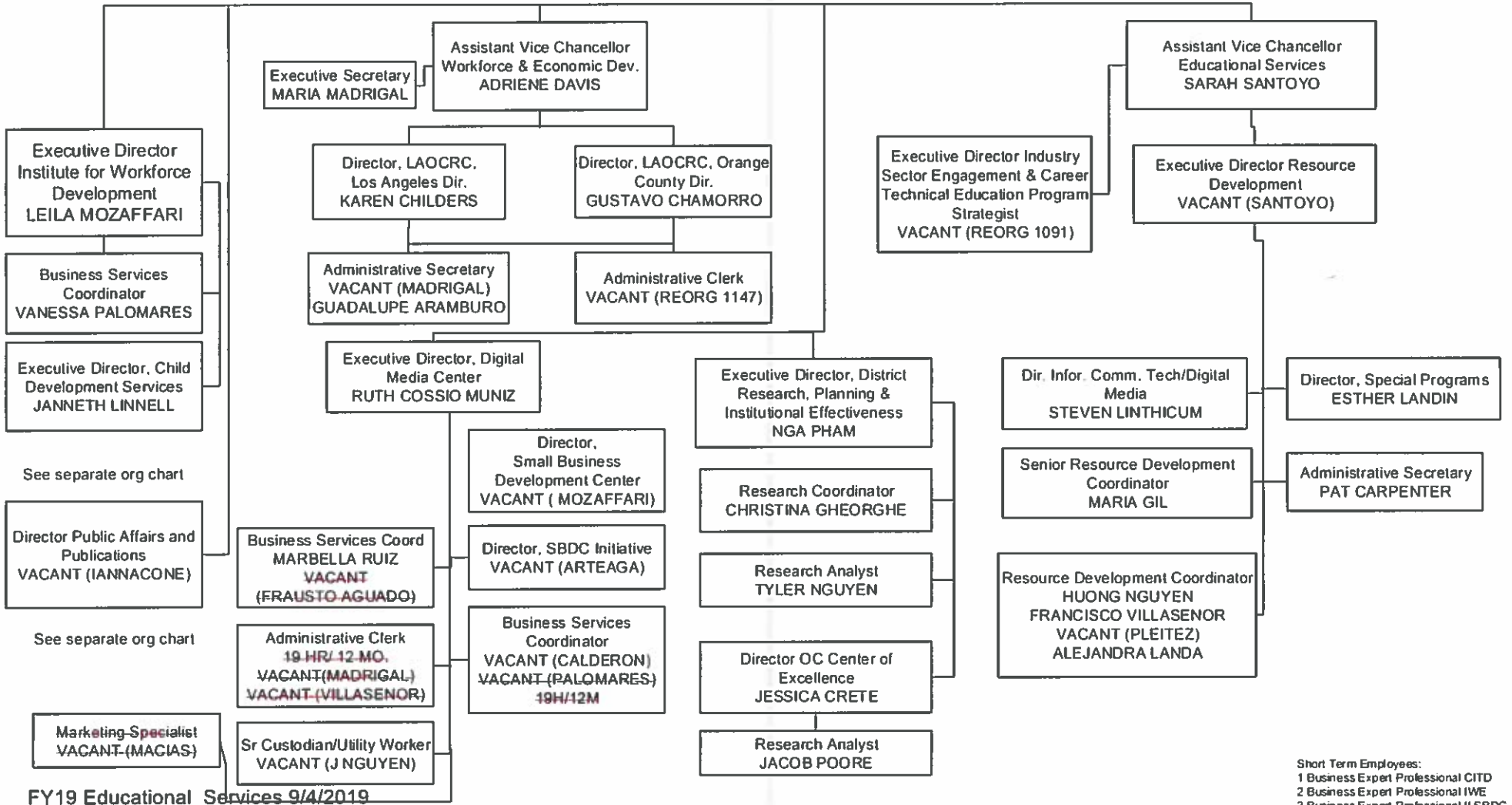


Rancho Santiago Community College District EDUCATIONAL SERVICES

PROPOSED
Updated: 9/4/2019

Vice Chancellor Educational Services
ENRIQUE PEREZ

Assistant to the Vice
Chancellor
PATRICIA DUENEZ



FY19 Educational_Services 9/4/2019

Short Term Employees:
1 Business Expert Professional CTD
2 Business Expert Professional IWE
3 Business Expert Professional II SBDC
3 Business Expert Professional SBDC

Rancho Santiago Community College District
BOARD POLICY
Chapter 4
Academic Affairs

BP 4110 Honorary and Posthumous Degrees and Certificates

Reference:

Education Code Section 72122

Honorary and posthumous degrees and certificates may be awarded at commencement or some other equally appropriate time to recognize the academic achievement of a deceased student. The names of persons receiving honorary and posthumous degrees and certificates must be approved by the Board.

The Chancellor shall establish procedures and criteria for the awarding of honorary and posthumous degrees.

Adopted: July 21, 2014
Reviewed: May 7, 2018
Revised: xxxxxxxx, 2019

Rancho Santiago Community College District
BOARD POLICY
Chapter 5
Student Services

BP 5220 Shower Access for Homeless Students (NEW)

Reference(s):

Education Code Section 76011

The Chancellor shall establish procedures necessary to make on-campus athletic shower facilities available to any identified homeless student who is enrolled in coursework, has paid enrollment fees, and is in good standing with the District.

Adopted: XXXXXX

Rancho Santiago Community College District
ADMINISTRATIVE REGULATION
Chapter 5
Student Services

AR 5220 Shower Access for Homeless Students (NEW)

Reference(s):

Education Code Section 76011

McKinney-Vento Homeless Education Assistance Improvements Act of 2001

Rancho Santiago Community College District (RSCCD) will provide shower facility access to homeless students in accordance with the law.

According to Section 725(2) of the McKinney-Vento Homeless Education Assistance Improvements Act of 2001, the term "homeless children and youth"—

- A. means individuals who lack a fixed, regular, and adequate nighttime residence (within the meaning of section 103(a)(1)); and
- B. includes:
- children and youth who are sharing the housing of other persons due to loss of housing, economic hardship, or a similar reason; are living in motels, hotels, trailer parks, or camping grounds due to the lack of alternative adequate accommodations; are living in emergency or transitional shelters; or are abandoned in hospitals;
 - children and youth who have a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings (within the meaning of section 103(a)(2)(C));
 - children and youth who are living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings; and
 - migratory children (as such term is defined in section 1309 of the Elementary and Secondary Education Act of 1965) who qualify as homeless for the purposes of this subtitle because the children are living in circumstances described in clauses (i) through (iii).

All credit and noncredit students enrolled in coursework within RSCCD, who have accounted for enrollment fees and are in good standing may utilize the on-campus athletic shower facilities at Santiago Canyon College (SCC) or Santa Ana College (SAC).

Each campus will create procedures for students to apply to use shower facilities. Each campus will identify a department that will be responsible to verifying eligibility of students, and maintaining a database of verified students. Each campus will maintain hours for students to utilize showers that are reasonable but that do not conflict with athletic activities.

Adopted: XXXXXXXX, 2019