



Rancho Santiago Community College District
District Council Meeting
October 5, 2015
Executive Conference Room
3:00 – 5:00 p.m.

Agenda

1. Approval of Minutes of September 21, 2015 Meeting
2. October 12 Board of Trustees Meeting Agenda Rodríguez
3. District Mission Statement Review Rodríguez
4. Budget Allocation Model Language Change O'Connor
5. Use of One Time Funds Evelt
6. Committee Reports
 - a. Planning & Organizational Effectiveness Committee Evelt
 - b. Human Resources Committee Perez
 - c. Fiscal Resources Committee O'Connor
 - d. Physical Resources Committee O'Connor
 - e. Technology Advisory Group
7. Constituent Representative Reports
 - a. Academic Senate - SAC Jones
 - b. Academic Senate – SCC Evelt
 - c. Classified Staff Salas
 - d. Student Government – SAC Cortes
 - e. Student Government – SCC Pham
8. Other

Next Meeting: October 19, 2015

Mission Statement

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.



Rancho Santiago Community College District District Council Meeting

MINUTES September 21, 2015

Members:	Raúl Rodríguez	Absent
	John Didion	Present
	Peter Hardash	Present
	Erlinda Martinez	Absent
	John Hernandez for John Weispfenning	Present
	Elliott Jones	Present
	Corinna Evett	Absent
	Sarah Salas for Tom Andrews	Present
	Oscar Cortes	Present
	Kevin Pham	Present
	Lee Krichmar	Present
	Bonnie Jaros	Present
	Ray Hicks	Present
	Jim Granitto	Absent
	Victoria Williams	Absent

- Approval of Minutes of August 31, 2015
It was moved by Mr. Hardash, seconded by Ms. Krichmar and carried unanimously to approve the minutes of the August 31, 2015.
- Response to Recommendation from District Council
Executive Vice Chancellor Didion explained that the Chancellor intends to formally respond to recommendations from District Council. The Chancellor accepted the following:
 - 2015-2016 Adopted Budget Assumptions
 - Revision to Budget Allocation Model regarding Institutional Costs
 - 2015-2016 Adopted Budget
- Administrative Regulations
Mr. Didion presented the following administrative regulations:
 - AR 2340-Agendas: new.
 - AR 2360-Minutes: new.
 - AR 3420-Equal Employment Opportunity: new.
 - AR 3430-Prohibition of Harassment: technical changes.
 - AR 3510-Workplace Violence Plan: change to reflect current practice.
 - AR 7110-Delegation of Authority, Human Resources: new
 - AR 7160-Professional Development: new.

3. Administrative Regulations (continued)

It was moved by Mr. Hardash, seconded by Mr. Cortes and carried unanimously to approve the Administrative Regulations as presented.

4. Committee Reports

A. Planning and Organizational Effectiveness Committee (POE)

Mr. Didion reported that the next meeting will be held on September 23 where discussion will take place on the mission statement and planning for the December 9 Governance Summit.

B. Human Resources Committee (HRC)

Mr. Didion reported that HRC met earlier this month where the hiring regulations for Administrators was discussed.

C. Fiscal Resources Committee (FRC)

Vice Chancellor Hardash reported that the next scheduled meeting is September 23. The budget center reserves and deficits language amendment for the budget allocation model disapproved by District Council at the August 31, 2015 meeting will be on the agenda for discussion. Mr. Hardash also reported that a final closeout of 2014-2015 resulted in a \$400,000 deficit for SCC that has been forgiven by the Chancellor by using the budget stabilization fund.

D. Physical Resources Committee (PRC)

Mr. Hardash reported that the next meeting is scheduled for October 7. Measure E and Measure Q Citizens' Bond Oversight Committees will be meeting on September 24 and October 1, respectively.

E. Technology Advisory Group (TAG)

Assistant Vice Chancellor Krichmar reported the next meeting of TAG is scheduled for October 1. Ms. Krichmar also reported that new A/V equipment for classrooms was being tested, the mobile app is being "fine-tuned" and ways to improve credit card processing are being explored.

5. Constituent Representative Reports

- a. Academic Senate/SAC: Academic Senate President Jones reported on Academic Senate activities.
- b. Academic Senate/SCC: In her absence, Academic Senate President Evett sent a written report to all members.
- c. CSEA: No report.
- d. Student Government/SAC: ASG President Omar Cortes reported on the SAC 100th Birthday Party which took place on September 19.
- e. Student Government/SCC: ASG President Kevin Pham reported on the ASG activities at SCC.

6. Next Meeting: The next District Council meeting will be held on Monday, October 5, 2015 in the Executive Conference Room (#114).

Meeting Adjournment: 3:40 p.m.

Approved:



3. **District Mission Statement Review**

Mission Statement

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.

Suggestions for Modification

The mission of the Rancho Santiago Community College District is to provide quality **and equitable** educational programs and services that address the needs of our diverse students and communities.

The mission of the Rancho Santiago Community College District is to **anticipate, develop, and** provide quality educational programs and services that address the needs of our diverse students and communities.



4. **Budget Allocation Model Language Change**

The following recommendation is being made to District Council by the Fiscal Resources Committee (FRC) to change language in the Budget Allocation Model as outlined below:

Budget Center Reserves and Deficits

It is strongly recommended that the **each** colleges and District Services budget centers set aside at least a 1% contingency reserve to handle unplanned and unforeseen expenses. If **the contingency reserve is** unspent by year end, this reserve falls into the **college's** year-end balance and is included in the ~~Budget Centers'~~ **college's** beginning balance for the following fiscal year. **The District Services and Institutional Cost allocations are budgeted as defined in the model for the appropriate operation of the District and therefore are not subject to carryover. The Chancellor and Board of Trustees reserve the right to augment the budget as deemed necessary.**



5. **Use of One-Time Funds**

The following recommendation is being made to District Council by the Planning and Organizational Effectiveness Committee (POE) regarding the use of one-time funds:

POE recommends that a necessary sum of the state Mandated Cost reimbursement be set aside for ADA, OEC, and Marketing liabilities and that all remaining funds be distributed to the colleges based upon the FTES revenue model. Any unspent funds set aside for the previously stated district liabilities should also be distributed to the colleges based upon the FTES revenue model.