



Rancho Santiago Community College District District Council Meeting

MINUTES

January 29, 2024

Members:	Marvin Martinez	Absent
	Sarah Santoyo for Enrique Perez	Present
	Iris Ingram	Present
	Alistair Winter	Present
	Annebelle Nery	Absent
	Jose Vargas for Jeannie Kim	Present
	Jesse Gonzalez	Present
	Claire Coyne	Present
	Craig Rutan	Present
	Matthew Beyersdorf	Present
	Corinna Evett	Present
	Adam Morgan	Present
	Tyler Johnson	Present
	Zina Edwards	Present
	Ambar Nakagami	Present
	Raven Cantoran	Absent
	Gabriel Lopez	Present
Guests:	Adam O'Connor	
	Dave Waters	
	Kennethia Vega	

1. Call to Order/Update

- a. Vice Chancellor Iris Ingram convened the meeting via Zoom Conference at 1:31 p.m.

2. Approval of Minutes

- a. It was moved by Mr. Winter, seconded by Ms. Coyne and carried unanimously, with abstentions by Jose Vargas, Craig Rutan and Tyler Johnson, to approve the minutes of the November 6, 2023 meeting. Adam Morgan and Zina Edwards were not present at the vote.

3. Comprehensive Master Plan

- a. It was moved by Ms. Coyne, seconded by Mr. Rutan and carried unanimously to consider this a first and second reading and approval of the Strategic Directions developed in the Comprehensive Master Plan process as presented.

4. Approval of Board Policies

- a. It was moved by Ms. Coyne and seconded by Mr. Beyersdorf to postpone action on the following board policy revisions to the April 4, 2024 District Council meeting:
 - i. BP 3502 Networked Video Cameras (NEW)
 - ii. BP 3515 Reporting of CrimesDiscussion ensued. The motion passed unanimously.

5. Approval of Administrative Regulations

- a. It was moved by Ms. Coyne and seconded by Mr. Beyersdorf to postpone action on all administrative regulations to the April 4, 2024 District Council meeting. Discussion ensued. The motion was amended by Mr. Vargas and seconded by Ms. Coyne to postpone action on all administrative regulations with the exception of AR 3750.1 Data Governance and AR 7600 Whistleblower Protection to the April 4, 2024 District Council meeting. The motion passed unanimously. The following administrative regulations will be placed on the April 4, 2024 District Council meeting agenda:
 - i. AR 3500 Campus Safety
 - ii. AR 3502 Networked Video Cameras (NEW)
 - iii. AR 3505 Emergency Response Plan
 - iv. AR 3515 Reporting of Crimes
 - v. AR 3516 Registered Sex Offender Information
 - vi. AR 6100 Delegation of Authority, Business & Fiscal Affairs
 - vii. AR 6200 Budget Preparation
 - viii. AR 6250 Budget Management
 - ix. AR 6300 Fiscal Management
 - x. AR 6303 Fiscal Accountability
 - xi. AR 6305 Reserves
 - xii. AR 6320 Investments
 - xiii. AR 6400 Financial Audits
 - xiv. AR 6450 Wireless or Cellular Telephone Use
 - xv. AR 6750 Vehicle Operation and Parking
 - xvi. AR 7600 Campus Security Officers (NEW)
- b. It was moved by Mr. Rutan and seconded by Ms. Coyne to approve AR 3750.1 Data Governance. Discussion ensued. The motion passed unanimously.
- c. It was moved by Mr. Winter and seconded by Mr. Vargas to approve AR 7700 Whistleblower Protection. Discussion ensued. The motion passed unanimously with the understanding that the references would be updated if required.

6. Approval of Job Descriptions

- a. It was moved by Mr. Winter and seconded by Mr. Gonzalez to approve revisions to the Senior Human Resources Analyst job description. Discussion ensued. The motion passed unanimously.
- b. It was moved by Ms. Coyne and seconded by Ms. Evett to consider this a first reading of revisions to the Manager Human Resources Operations job description. Discussion ensued. The motion passed unanimously with a nay by Ms. Edwards.
- c. It was moved by Mr. Winter and seconded by Mr. Rutan to approve revisions to the Director Human Resources. Discussion ensued. The motion was amended by Ms. Evett and seconded by Ms. Coyne to consider this a first reading. The motion passed unanimously with a nay by Ms. Edwards.
- d. It was moved by Ms. Evett and seconded by Ms. Coyne to consider this a first reading of revisions to the Manager Employee Relations and District Investigations job description. Discussion ensued. The motion passed unanimously with nays by Ms. Edwards and Mr. Morgan.
- e. It was moved by Ms. Coyne and seconded by Ms. Evett to consider this a first reading of the District Investigator (NEW) job description. Discussion ensued. The motion passed unanimously with nays by Ms. Edwards and Mr. Morgan.
- f. It was moved by Mr. Rutan and seconded by Ms. Evett to consider this a first reading of the Principal Investigator (NEW) job description. Discussion ensued. The motion passed unanimously with nays by Ms. Edwards and Mr. Morgan.
- g. IT was moved by Ms. Evett and seconded by Mr. Rutan to consider this a first reading of revisions to the Principal Human Resources Analyst job description. Discussion ensued. The motion passed unanimously with nays by Ms. Edwards and Mr. Morgan.

7. Committee Reports

- a. Planning and Organizational Effectiveness Committee (POEC)
SCC Academic Senate President and Co-Chair Craig Rutan reported on the January 17, 2024 meeting. The next meeting will be held February 28, 2024.
- b. Human Resources Committee (HRC)
Acting Vice Chancellor Winter reported there was no January meeting. The next meeting will be held on February 14, 2024.
- c. Fiscal Resources Committee (FRC)
Asst. Vice Chancellor Adam O'Connor reported on the October 18, 2023 meeting. The next meeting will be held on November 15, 2023.
- d. Physical Resources Committee (PRC)
PRC Co-Chair Ambar Nakagami reported on the January 24, 2024 meeting. The next meeting will be held on February 21, 2024.
- e. Technology Advisory Group (TAG)
Asst. Vice Chancellor Gonzalez reported on last meeting. The next meeting will be held on February 25, 2024.

8. Constituent Representative Reports

- a. Academic Senate/SAC: Ms. Coyne reported on the SAC Academic Senate activities.
- b. Academic Senate/SCC: Mr. Rutan reported on the SCC Academic Senate activities.
- c. CSEA: Mr. Johnson provided a report on CSEA activities.
- d. Student Government/SAC: No report.
- e. Student Government/SCC: Mr. Lopez reported on SCC ASG activities.

Next Meeting:	The next meeting will be held on Monday, March 4, 2024
Meeting Adjourned:	3:04 p.m.
Approved:	March 4, 2024