



Rancho Santiago Community College District District Council Meeting

MINUTES March 4, 2024

Members:	Marvin Martinez	Present
	Enrique Perez	Present
	Iris Ingram	Present
	Alistair Winter	Present
	Vaniethia Hubbard for Annebelle Nery	Present
	Jeannie Kim	Present
	Jesse Gonzalez	Present
	Claire Coyne	Present
	Craig Rutan	Present
	Matthew Beyersdorf	Present
	Corinna Evett	Present
	Adam Morgan	Present
	Sheryl Martin for Tyler Johnson	Present
	Zina Edwards	Present
	Ambar Nakagami	Present
	Raven Cantoran	Absent
	Gabriel Lopez	Present
Guests:	Adam O'Connor	
	Chi-Chung Keung	

1. Call to Order/Update

- a. Chancellor Marvin Martinez convened the meeting via Zoom Conference at 1:30 p.m.

2. Approval of Minutes

- a. It was moved by Mr. Rutan, seconded by Mr. Beyersdorf and carried unanimously, with abstentions by Dr. Hubbard and Ms. Martin, to approve the minutes of the January 29, 2024 meeting. Zina Edwards was not present at the vote.

3. Approval of 2024-2025 Tentative Budget Assumptions
 - a. It was moved by Ms. Evett and seconded by Mr. Winter to approve the 2024-2025 Tentative Budget Assumptions. Vice Chancellor Ingram and Asst. Vice Chancellor O'Connor presented the tentative budget assumptions. Discussion ensued and District Council members received clarification on the information provided. The motion carried unanimously.

4. Approval of Reorganizations
 - a. Reorg #1387 – DO/Info Technology Services: It was moved by Mr. Winter and seconded by Ms. Coyne to approve Reorg #1387. Mr. Winter and Mr. Gonzalez presented the reorganization. Discussion ensued and District Council members received clarification on the information provided. The motion carried unanimously.
 - b. Reorg #1388 – DO/Info Technology Services: It was moved by Ms. Coyne and seconded by Dr. Hubbard to approve Reorg #1388. Mr. Winter and Mr. Gonzalez presented the reorganization. Discussion ensued and District Council members received clarification on the information provided. The motion carried unanimously.

5. Approval of Job Descriptions
 - a. Manager Human Resources Operations: It was moved by Mr. Gonzalez and seconded by Mr. Beyersdorf to approve the job description. Discussion ensued and District Council members received clarification on the information provided. It was noted that there was an error in the Minimum Qualifications for Education and Experience and should read: “A Bachelor’s degree from an accredited college or university and five (5) years of related work experience OR Juris Doctorate from an accredited college or university and three (3) years of related work experience OR Equivalent combination of training and experience.” The motion carried unanimously with this corrected language.
 - b. Director Human Resources: It was moved by Ms. Ingram and seconded by Dr. Hubbard to approve the job description. The motion passed unanimously.
 - c. Manager Employee Relations and District Investigations: It was moved by Mr. Perez and seconded by Ms. Coyne to approve the job description. Discussion ensued and District Council members received clarification on the information provided. The motion carried unanimously.
 - d. District Investigator: It was moved by Ms. Edwards and seconded by Mr. Beyersdorf to approve the job description. Discussion ensued and District Council members received clarification on the information provided. The motion carried unanimously. Dr. Kim was not present for the vote.
 - e. Principal Investigator: It was moved by Dr. Hubbard and seconded by Ms. Coyne to approve the job description. Discussion ensued and District Council members received clarification on the information provided. The motion carried unanimously. Dr. Kim was not present for the vote.
 - f. Principal Human Resource Analyst: It was moved by Ms. Ingram and seconded by Dr. Hubbard to approve the job description. The motion carried unanimously. Dr. Kim was not present for the vote.

6. Committee Reports

- a. Planning and Organizational Effectiveness Committee (POEC)
Vice Chancellor Perez reported on the February 28, 2024 meeting. The next meeting will be held March 27, 2024.
- b. Human Resources Committee (HRC)
Acting Vice Chancellor Winter reported there on the February 14, 2024 meeting. The next meeting will be held on March 20, 2024.
- c. Fiscal Resources Committee (FRC)
Vice Chancellor Ingram reported on the February 21, 2024 meeting. The next meeting will be held on March 20, 2024.
- d. Physical Resources Committee (PRC)
Vice Chancellor Ingram reported there was no February in person meeting. The next meeting will be held on March 6, 2024.
- e. Technology Advisory Group (TAG)
Asst. Vice Chancellor Gonzalez reported on the February 15, 2024 meeting. The next meeting will be held on March 7, 2024.

7. 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: Ms. Martin provided a report on CSEA activities. Ms. Edwards reported on the efforts of the SCC classified staff creating a Classified Senate.
- d. Student Government/SAC: No report.
- e. Student Government/SCC: Mr. Lopez reported on SCC ASG activities.

8. Next Meeting

- a. It was noted that the scheduled meeting on April 2 conflicted with other district meetings and suggested the next meeting be held on Monday, April 8. A meeting notice will be sent to District Council members and an update will be posted on the website with this date change.

Next Meeting: The next meeting will be held on Monday, April 8, 2024
Meeting Adjourned: 2:51 p.m.
Approved: April 8, 2024