

Rancho Santiago Community College District
2323 North Broadway, #103
Santa Ana, California

BOARD POLICY COMMITTEE MEETING

Tuesday, March 29, 2011

MINUTES

1.0 PROCEDURAL MATTERS

1.1 Call to Order

The meeting was called to order at 3:25 p.m. by Mr. John Hanna. Other members present: Mr. Larry Labrado and Mr. Nathan Selvidge.

Staff present: Mr. John Didion, Dr. Raúl Rodríguez, and Ms. Anita Lucarelli as record keeper.

1.2 Pledge of Allegiance to the United States Flag

The pledge of allegiance was led by Mr. Selvidge.

1.3 Public Comment

There was no public comment.

1.4 Approval of Minutes

It was moved by Mr. Labrado, seconded by Mr. Selvidge, and carried unanimously to approve the minutes of February 17, 2011. After discussion, the committee asked the full board to consider the student member privileges listed in BP9006 (Student Trustee) prior to May 15 as stated in the policy.

2.0 REVIEW OF BOARD POLICIES

2.1 Review of BP9002.1 – Conflict of Interest

The committee reviewed BP9002.1 – Conflict of Interest. After discussion, the committee recommended the following changes be made and this policy brought to the full board for approval:

Board members are encouraged to *confer with the Board President* in every case where any question arises *regarding a potential conflict of interest*. *The Board President and Chancellor may seek counsel* from the District's legal advisor *if necessary*.

2.2 Review of BP9005 – Vacancies

The committee reviewed BP9005 – Vacancies. After discussion, the committee recommended the following changes be made and this policy brought to the full board for approval :

The Chancellor shall establish administrative procedures to solicit applications that assure ample publicity to and information for prospective candidates. The Board will determine the schedule and appointment process. ~~which may include interviews at a public meeting.~~

2.3 Review of BP9008 – Duties of the Officers

The committee reviewed BP9008 – Duties of the Officers. After discussion, the committee recommended the following changes be made and this policy brought to the full board for approval:

At the annual organizational meeting, the Board shall elect from among its members a President of the Board, Vice President, Clerk.

A. President: It shall be the duty of the president to preside at all meetings and to represent the district at official functions. ~~The president shall perform such other duties as are imposed by law or by action of the Board.~~

- Preside over all meetings of the Board;
- Represent the district at all official functions;
- Serve as the official spokesperson for the Board;
- Call emergency and special meetings of the Board as required by law;
- Consult with the Chancellor on board meeting agendas;
- Communicate with individual Board members about their responsibilities;
- Participate in the orientation process for new Board members;
- Assure Board compliance with policies on board education, self-evaluation and CEO evaluation;
- Represent the Board at official events or ensure board representation.

D. Secretary: The Chancellor shall serve as Secretary to the Board.

It shall be the duty of the secretary to:

- Notify members of the Board of regular, special, emergency and adjourned meetings;
- Attend all Board meetings and closed sessions, unless excused, and in such cases to assign a designee;
- Conduct the official correspondence of the Board;
- Certify as legally required all board actions;
- Sign, when authorized by law or by Board action, any documents that would otherwise require the signature of the Secretary or the Clerk of the Board.

2.3 Review of BP9008 – Duties of the Officers – (cont.)

The terms of officers shall be for one year.

The Board does not have an official system of rotation of officers; it elects the officers each year from among all its members.

2.4 Review of BP9014 – Public Participation at Board Meetings

The committee reviewed BP9014 – Public Participation at Board Meetings. After discussion, the committee recommended the following changes be made and this policy brought to the full board for approval:

Members of the public may bring matters directly related to the business of the District to the attention of the Board in one of two ways:

- There will be a time at each regularly scheduled board meeting for the general public to discuss items not on the agenda. Members wishing to present such items shall submit a written request at the beginning of the meeting to the Chancellor that summarizes the item and provides his or her name, *address or college of attendance*, and organizational affiliation, if any. No action may be taken by the Board on such items.

2.5 Review of BP9014.1 – Speakers

The committee reviewed BP9014.1 – Speakers. After discussion, the committee recommended bringing this policy to the full board for approval.

2.6 Review of BP9014.2 – Decorum

The committee reviewed BP9014.2 – Decorum. After discussion, the committee recommended the following changes be made and this policy brought to the full board for approval:

Signs, placards or other items that create noise or cause an obstruction of view that constitutes or would constitute a persistent disruption of the proceedings will not be permitted.

2.7 Review of BP9015 – Agendas

The committee reviewed BP9015 – Agendas. After discussion, the committee recommended the following changes be made and this policy brought to the full board for approval:

Replace CEO with Chancellor throughout the policy.

2.7 Review of BP9015 – Agendas – (cont.)

Individual Board members who wish to place matters on the agenda shall consult with the Board President, who shall confer with the Chancellor on the request.

2.8 Review of BP9026 – Closed Sessions

The committee reviewed BP9026 – Closed Session. After discussion, the committee recommended bringing this policy to the full board for approval.

2.9 Review of BP9028 – Board Education

The committee reviewed BP9028 – Board Education. After discussion, the committee recommended bringing this policy to the full board for approval.

2.10 Review of BP9031 – Minutes

The committee reviewed BP9031 - Minutes. After discussion, the committee recommended bringing this policy to the full board for approval.

2.11 Review of BP9032 – Recording

The committee reviewed BP9032 – Recording. After discussion, the committee deferred recommendation on this policy.

2.12 Review of BP9033 – Participation in Local Decision Making

The committee reviewed BP9033 – Participation in Local Decision Making. After discussion, the committee recommended adding Associated Students Governments to this policy and bringing it to the full board for approval.

2.13 Review of BP9034 – Presentation of Initial Collective Bargaining Proposals

The committee reviewed BP90134 – Presentation of Initial Collective Bargaining Proposals. After discussion, the committee recommended bringing this policy to the full board for approval.

2.14 Review of BP9035 – Personal Use of Public Resources

The committee reviewed BP9035 – Personal Use of Public Resources. After discussion, the committee recommended bringing this policy to the full board for approval.

2.15 Review of BP9036 – Communications among Board Members

The committee reviewed BP9036 – Communications among Board Members. After discussion, the committee recommended the following changes be made and this policy brought to the full board for approval:

~~*Members of the Board shall not communicate among themselves by the use of any form of communication (e.g., personal intermediaries, e-mail, or other technological device) in order to reach a collective concurrence regarding any item that is within the subject matter jurisdiction of the Board. In addition, no other person shall make serial communications to Board Members.*~~

2.16 Review of BP9012 – Meetings-Regular

The committee reviewed BP9012 – Meetings Regular. After discussion, the committee recommended replacing Room 201 with Room 107 to this policy and bringing it to the full board for approval.

2.17 Review of BP9003 – Membership

The committee reviewed BP9003 – Membership. After discussion, the committee deferred recommendation on this policy.

2.18 Review of BP9004 – Trustee Areas

The committee reviewed BP9004 – Trustee Areas. After discussion, the committee deferred recommendation on this policy.

2.19 Proposal of Future Agenda Items

There were no items to discuss at this time.

3.0 ADJOURNMENT

Chairperson Hanna declared this meeting adjourned at 5:00 p.m.