

Rancho Santiago Community College District (RSCCD)  
2323 North Broadway, Room #103  
Santa Ana, California

## **BOARD POLICY COMMITTEE MEETING**

**Monday, February 16, 2016**

### **MINUTES**

#### **1.0 PROCEDURAL MATTERS**

##### 1.1 Call to Order

The meeting was called to order at 4:39 p.m. by Mr. John Hanna. Other member present: Ms. Arianna Barrios.

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

Student Representative Present: Mr. Oscar Cortés, Student President, Santa Ana College (SAC)

##### 1.2 Pledge of Allegiance to the United States Flag

The pledge of allegiance was led by Mr. Cortés.

##### 1.3 Public Comment

Mr. Cortés reminded the committee that SAC students are hosting a Black History celebration at The Spot from 9 a.m. to 1 p.m. on February 17, 2016.

##### 1.4 Approval of Minutes

It was moved by Ms. Barrios and seconded by Mr. Hanna to approve the minutes of January 25, 2016. The motion carried with the following vote: Aye – Ms. Barrios and Mr. Hanna. In reference to Item 2.13 BP 6400 Financial Audits, Ms. Barrios recalled that at the first Board Fiscal/Audit Committee she attended as a new member to the committee, it was discussed that the district recruit an independent auditor every three (3) years, or more frequently if the board deems necessary.

#### **2.0 REVIEW OF BOARD POLICIES & RELATED ITEMS**

##### 2.1 Review of Memorandum of Understanding (MOU)/Master Agreement between RSCCD and RSCCD Foundation

Dr. Rodríguez indicated staff is still working on an MOU/Master Agreement between the district and the district foundation. In addition, he stated staff is reviewing a Community

**2.0 REVIEW OF BOARD POLICIES & RELATED ITEMS** – (cont.)

2.1 Review of Memorandum of Understanding (MOU)/Master Agreement between RSCCD and RSCCD Foundation (contd.)

College League of California (CCLC) administrative regulation on auxiliary organizations that may address some of the issues related to the district/foundation operations. The committee asked when the CCLC recommended the updates to its administrative regulation since it's an extensive update.

2.2 Review of BP 2305 Annual Organization Meeting

The committee reviewed the policy and recommended it be forwarded to the board for a first reading.

2.3 Review of BP 3510 Workplace Violence

The committee reviewed the policy and recommended it be forwarded to the board for a first reading.

2.4 Review of BP 3821 Gifts to Employees (New)

The committee reviewed the policy and recommended it be forwarded to the board for a first reading.

2.5 Review of BP 5030 Fees

The committee reviewed the policy and recommended it be forwarded to the board for a first reading.

2.6 Review of BP 6400 Financial Audits

The committee reviewed the policy and recommended it be forwarded to the board for a first reading.

2.7 Review of BP 7001 Code of Ethics and BP 2715 Code of Ethics/Standards of Practice

The committee reviewed the policy and recommended it be forwarded to the board for a first reading.

2.8 Review of BP 7330 Communicable Disease

The committee reviewed the policy and recommended it be forwarded to the board for a first reading.

**2.0 REVIEW OF BOARD POLICIES & RELATED ITEMS – (cont.)**

2.9 Review of AR 2365 Recording

The committee reviewed the policy, asked that the length of time be changed from 30 days to two years, and recommended it be forwarded to the board for a first reading.

2.10 Review of District Programs

The committee did not discuss this item.

2.11 Review of Trustee Communication

The committee asked the chancellor to provide the Long Beach City College's Trustee Ad Hoc Committee on Communication Report to the Board of Trustees dated January 26, 2016, to RSCCD's board of trustees as an informational item.

2.12 Proposal of Future Agenda Items

The committee asked that the following items be included on a future Board Policy Committee agenda:

- a. Review of Campaign Contribution Limitations
- b. Review of Memorandum of Understanding (MOU)/Master Agreement between RSCCD and RSCCD Foundation
- c. Review of District Programs

The committee recommended the district conduct a study session on district programs prior to the March 28, 2016, board meeting, and an ethics training sometime in the spring, depending on the presenter's availability.

**2.0 ADJOURNMENT**

Chairperson Hanna declared this meeting adjourned at 5:30 p.m.

Minutes Approved: March 28, 2016