Rancho Santiago Community College District
District Council Meeting

December 2, 2013
Executive Conference Room
3:00 – 5:00 p.m.

Agenda

1. Approval of Minutes of November 4, 2013 Meeting

2. Committee Reports
   a. Planning & Organizational Effectiveness Committee  Didion
   b. Human Resources Committee  Didion
      i. Reorganizations
   c. Fiscal Resources Committee  Hardash
   d. Physical Resources Committee  Hardash
   e. Technology Advisory Group  LeTourneau

3. Constituent Representative Reports
   a. Academic Senate - SAC  Zarske
   b. Academic Senate – SCC  Evett
   c. Classified Staff  Small
   d. Student Government – SAC  Sandoval
   e. Student Government – SCC  Pham

4. Other

Next Meeting:  February 3, 2014

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.
1. **Approval of Minutes of October 7, 2013**
   It was moved by Mr. Vázquez, seconded by Dr. DeCarbo and carried unanimously to approve the minutes of the October 7, 2013 meeting with one correction.

2. **Committee Reports**
   A. **Planning and Organizational Effectiveness Committee (POE)**
      Ms. Evett reported that the Comprehensive Master Plan was approved by the board and copies were being ordered for accreditation purposes. At its last meeting a discussion of the budget planning processes took place and it was agreed that the Fiscal Resources Committee would make a recommendation on the process to be used for budget augmentation outside the normal planning and budgeting cycle. At its meeting of November 20, the committee will review a streamlined functional map.

   B. **Human Resources Committee (HRC)**
      Assistant Vice Chancellor Chitlik presented the HRC recommendation for allocation of full time faculty vacancies (attached). Discussion ensued.
2. Committee Reports (continued)
   B. Human Resources Committee (HRC) (continued)

   The following recommendation was accepted by District Council:
   
   *The HR Committee recommends Option #1, with the caveat that the college presidents be given the latitude to shift vacancies between the colleges in any given year provided that each college’s obligation is restored in the following year to reflect the current FTES split. In subsequent years each college will be responsible for maintaining its FON by replacing vacancies created through retirement/resignation, etc. Increases in the FON (due to funded credit growth) will be allocated between the colleges in proportion to the growth generated by each college.*

   Ms. Chitlik presented the following reorganizations:
   
   - Intermediate Clerk – Global Trade & Logistics Grant
   - Business Services Coordinator – Deputy Sector Navigator-Retail, Hospitality and Tourism Grant
   - Assistant Director – Small Business Initiative/SBDC

   It was moved by Mr. Zarske, seconded by Mr. Vazquez and carried unanimously to approve the reorganizations.

   C. Fiscal Resources Committee (FRC)

   Vice Chancellor Hardash reported that a subcommittee has been tasked with developing a process to be used for budget augmentation outside the normal planning and budgeting cycle. The process will be forwarded to POE for review. Mr. Hardash reported the district is closely watching the state budget shortfall of its apportionment funding and alternative sources of income that may be available to offset the shortfall.

   D. Physical Resources Committee (PRC)

   Mr. Hardash reported that the next meeting will be held on November 6, 2013. A presentation of the allocation of Measure E funds and sequencing of Measure Q projects will be presented to the Board of Trustees at their meeting of November 12, 2013.

   E. Technology Advisory Group (TAG)

   Assistant Vice Chancellor LeTourneau reported that TAG would be meeting the week of November 4 where a presentation of “cloud” technology will be made and a discussion of computer replacement plans for the district will take place.

3. Constituent Representative Reports

   A. Academic Senate/SAC: Academic Senate President Zarske reported that the academic senates from both colleges had been involved with the Open Educational Resource (OER) event held on October 29 and that they would be attending the State Senate Plenary session this week. Mr. Zarske also reported on topics of discussion at the last meeting.
3. **Constituent Representative Reports** (continued)
   
   B. Academic Senate/SCC: Academic Senate President Corinna Evett reported that the faculty request list had been approved and forwarded to the President and the next meeting will be held on November 5. Ms. Evett invited everyone to the Faculty Excellence Presentation on November 21.

   C. CSEA: Tom Andrews reported that special effort is being made to encourage committee representatives to report back to the classified staff about committee discussions and actions. Mr. Andrews sought clarification on the approval process for positions. It was explained that requests for new college positions go through the college council.

   D. Student Government – SCC: Director-at-Large Kevin Pham reported on the ASG activities at SCC.

   E. Student Government – SAC: ASG President Jorge Sandoval reported on the ASG activities at SAC and on the recent Student Senate of the California Community Colleges (SSCCC) conference attended by representatives from both SAC and SCC associated student governments.

4. **Other**

   Chancellor Raúl Rodríguez reported that members of the Board of Trustees and representatives from both SAC and SCC on November 1. At the meeting Trustees responded to questions relating to Standard IV.

   Dr. Rodríguez also reported that the Public Safety Task Force held its first meeting and work is being done by Interim Director of Safety and Security Alistair Winter and a consultant to develop a plan for the committee’s review. A discussion of threat assessment teams also took place.

5. **Next Meeting:** The next meeting of the District Council will be held on Monday, December 2, 2013 in the Executive Conference Room (#114).

   Meeting Adjournment: 4:10 p.m.
On October 9, 2013, the Human Resources Committee met to review the District’s Fall 2013 FON report and consider two options to restore the District’s FON by Fall 2014. Option #1 allocated the projected faculty vacancies along the current FTES split in the Budget Allocation Model (BAM). Option #2 allocated the projected faculty vacancies to resemble Fall 2008 levels, which was the last year that the District was in compliance with the FON.

### Option #1 -- Restoration to Current FTES Split

<table>
<thead>
<tr>
<th></th>
<th>TOTAL</th>
<th>SAC</th>
<th></th>
<th>SCC</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>FON</td>
<td>FTES %</td>
<td>FON</td>
<td>FTES %</td>
</tr>
<tr>
<td>Fall 2008 Count (Last Year of FON Compliance)</td>
<td>336</td>
<td>232</td>
<td>69.0%</td>
<td>104</td>
<td>31.0%</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>70.3%</td>
<td></td>
<td>29.7%</td>
</tr>
<tr>
<td>Fall Full-time Faculty 2012 Count</td>
<td>315</td>
<td>216</td>
<td>68.6%</td>
<td>99</td>
<td>31.4%</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>70.8%</td>
<td></td>
<td>29.2%</td>
</tr>
<tr>
<td>Fall 2013 Full-time Faculty Estimate</td>
<td>317</td>
<td>217</td>
<td>68.5%</td>
<td>100</td>
<td>31.5%</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>70.8%</td>
<td></td>
<td>29.2%</td>
</tr>
<tr>
<td>Fall 2014 Projection (without additional hiring)</td>
<td>306</td>
<td>209</td>
<td>68.3%</td>
<td>97</td>
<td>31.7%</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>70.8%</td>
<td></td>
<td>29.2%</td>
</tr>
<tr>
<td>Fall 2014 FON Obligation (334.80)</td>
<td>335</td>
<td>237</td>
<td>70.8%</td>
<td>98</td>
<td>29.2%</td>
</tr>
</tbody>
</table>

**New Full-time Positions Needed**: 28

### Option #2 -- Restoration to 2008 Level

<table>
<thead>
<tr>
<th></th>
<th>TOTAL</th>
<th>SAC</th>
<th></th>
<th>SCC</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>FON</td>
<td>FTES %</td>
<td>FON</td>
<td>FTES %</td>
</tr>
<tr>
<td>Fall 2008 Count (Last Year of FON Compliance)</td>
<td>336</td>
<td>232</td>
<td>69.0%</td>
<td>104</td>
<td>31.0%</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>70.3%</td>
<td></td>
<td>29.7%</td>
</tr>
<tr>
<td>Fall Full-time Faculty 2012 Count</td>
<td>315</td>
<td>216</td>
<td>68.6%</td>
<td>99</td>
<td>31.4%</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>70.8%</td>
<td></td>
<td>29.2%</td>
</tr>
<tr>
<td>Fall 2013 Full-time Faculty Estimate</td>
<td>317</td>
<td>217</td>
<td>68.5%</td>
<td>100</td>
<td>31.5%</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>70.8%</td>
<td></td>
<td>29.2%</td>
</tr>
<tr>
<td>Fall 2014 Projection (without additional hiring)</td>
<td>306</td>
<td>209</td>
<td>68.3%</td>
<td>97</td>
<td>31.7%</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>70.8%</td>
<td></td>
<td>29.2%</td>
</tr>
<tr>
<td>Fall 2014 FON Obligation (334.80)</td>
<td>335</td>
<td>231</td>
<td>69.0%</td>
<td>104</td>
<td>31.0%</td>
</tr>
</tbody>
</table>

**New Full-time Positions Needed**: 22

### HR Committee Recommendation:
The HR Committee recommends Option #1, with the caveat that the college presidents be given the latitude to shift vacancies between the colleges in any given year provided that each college’s obligation is restored in the following year to reflect the current FTES split. In subsequent years, each college will be responsible for maintaining its FON by replacing vacancies created through retirement/resignation, etc. Increases in the FON (due to funded credit growth) will be allocated between the colleges in proportion to the growth generated by each college.