



## Rancho Santiago Community College District District Council Meeting

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### MINUTES February 3, 2025

Members:	Marvin Martinez	Present
	Enrique Perez	Present
	Iris Ingram	Present
	Kristin Olson	Present
	Jim Kennedy for Annebelle Nery	Present
	Jason Parks for Jeannie Kim	Present
	Jesse Gonzalez	Present
	Claire Coyne	Present
	Tara Kubicka-Miller	Present
	Monica Zarske	Present
	Corinna Evett	Present
	Jason Sim	Present
	Tyler Johnson	Present
	Omelina Garcia	Absent
	Bridgette Hernandez	Present
	Jessica Velez	Absent
	Flo Cudal	Present
Guests:	Sarah Santoyo	Chi Chung Keung

1. Call to Order/Update
  - a. Chancellor Martinez convened the meeting via Zoom Conference at 1:33 p.m.
2. Approval of Minutes
  - a. It was moved by Ms. Ingram, seconded by Ms. Coyne and carried with abstentions by Dr. Kennedy and Mr. Johnson to approve the minutes of the November 4, 2024 meeting. Dr. Parks was not present for the vote.

3. Approval of Administrative Regulations

- a. AR 3720 Information Resources Acceptable Use – it was moved by Ms. Ingram and seconded by Ms. Kubicka-Miller to approve the AR. Discussion ensued. The motion passed with an abstention by Dr. Parks.
- b. AR 2100 Vacancies on the Board – it was moved by Ms. Coyne and seconded by Ms. Ingram to approve the AR. Discussion ensued and typographical errors were noted on the AR. The motion passed unanimously to approve the AR with the typographical errors corrected as discussed.
- c. AR 2325 Teleconferenced Meetings – it was moved by Mr. Perez and seconded by Ms. Kubicka-Miller to approve the AR. Discussion ensued. The motion passed unanimously.
- d. AR 2710 Conflict of Interest – it was moved by Ms. Coyne and seconded by Ms. Evett to approve the AR. Discussion ensued. The motion passed unanimously.

4. Approval of Human Resource Items

- a. Job Description – Regional Director, OC Center of Excellence – it was moved by Ms. Ingram and seconded by Ms. Coyne to approve the job description. Discussion ensued. The motion passed unanimously.
- b. Reorg #1447 – DO/Purchasing Services/Business Services – it was moved by Ms. Ingram and seconded by Mr. Gonzalez to approve the reorg. Discussion ensued. The motion passed unanimously to approve the AR with the direction to deposit excess funds from savings related to the reorg (approximately \$1,781.85) into the general fund.

5. Committee Reports

- a. Planning and Organizational Effectiveness Committee (POEC)  
Mr. Perez reported on the January 22, 2025 meeting.
- b. Human Resources Committee (HRC)  
Ms. Olson reported on the December 11, 2024 meeting.
- c. Fiscal Resources Committee (FRC)  
Ms. Ingram reported on the January 15, 2025 meeting.
- d. Physical Resources Committee (PRC)  
Ms. Ingram reported on the January 7, 2025 meeting.
- e. Technology Advisory Group (TAG)  
Mr. Gonzalez reported on the December 5, 2024 meeting. The next meeting will be held on February 13, 2025.

6. Constituent Representative Reports

- a. Academic Senate/SAC: Ms. Coyne reported on the SAC Academic Senate activities.
- b. Academic Senate/SCC: Ms. Kubicka-Miller 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: Ms. Flo Cudal reported on SCC ASG activities.

Next Meeting:	The next meeting will be held on Monday, February 3, 2025
Meeting Adjourned:	2:21 p.m.
Approved:	March 3, 2025