



**Rancho Santiago Community College District
District Council Meeting**

May 5, 2025

1:30 p.m.

Via Zoom

<https://rsccd-edu.zoom.us/j/83725723729>

669-444-9171 / 837 2572 3729

Agenda

- | | |
|--|----------------|
| 1. Call to Order/Update | Martinez |
| 2. Approval of April 21, 2025 District Council Meeting Minutes - ACTION | Martinez |
| 3. Review and Reaffirmation of District Mission Statement - ACTION | Martinez |
| 4. Approval of 2025-2026 District Council Meeting Schedule – ACTION | Martinez |
| 5. Committee Reports – INFORMATION | |
| a. Planning & Organizational Effectiveness Committee | Perez |
| b. Human Resources Committee | Olson |
| c. Fiscal Resources Committee | Ingram |
| d. Physical Resources Committee | Ingram |
| e. Technology Advisory Group | Gonzalez |
| 6. Constituent Representative Reports - INFORMATION | |
| a. Academic Senate - SAC | Coyne |
| b. Academic Senate - SCC | Kubicka-Miller |
| c. Classified Staff | Johnson |
| d. Student Government - SAC | Velez |
| e. Student Government – SCC | Cudal |

Next Meeting:
June 2, 2025



Rancho Santiago Community College District District Council Meeting

MINUTES April 21, 2025

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

1. Call to Order/Update

- a. Chancellor Martinez convened the meeting via Zoom Conference at 1:35 p.m.

2. Approval of Minutes

- a. It was moved by Ms. Kubicka Miller, seconded by Ms. Cudal to approve the minutes of the March 3, 2025 meeting. The motion did not carry due to the lack of votes. Later in the meeting prior to Committee Reports, another vote was taken after the late arrival of some District Council members. At that time the motion carried with abstentions by Ms. Matsumoto, Mr. Gonzalez, Mr. Johnson and Ms. Velez.

3. Approval of Reorg #1451 – DO/ITS

- a. It was moved by Ms. Coyne, seconded by Mr. Johnson and carried unanimously to approve Reorg #1415 – DO/ITS. Dr. Kim and Ms. Hernandez were not present for the vote.

4. Review of Revisions to Board Policies

- a. BP 3550 Drug Free Environment and Drug Prevention Program – Ms. Olson presented revisions to BP 3550 that were reviewed and recommended by the Human Resources Committee. District Council members accepted the board policy as an informational item. The board policy will now move to the Board Policy Committee for review and approval.
- b. BP 7340 Leaves – Ms. Olson presented revisions to BP 7340 that were reviewed and recommended by the Human Resources Committee. District Council members accepted the board policy as an informational item. The board policy will now move to the Board Policy Committee for review and approval.

5. Approval of Administrative Regulations

- a. AR 3300 Public Records – it was moved by Mr. Perez and seconded by Dr. Nery to approve the AR. Discussion ensued. The motion passed unanimously. Dr. Kim and Ms. Hernandez were not present for the vote.
- b. AR 7110 Delegation of Authority – Human Resources– it was moved by Ms. Coyne and seconded by Ms. Kubicka Miller to approve the AR. Discussion ensued. The motion passed unanimously. Ms. Hernandez was not present at the vote.
- c. AR 7145 Personnel Files (NEW) – it was moved by Ms. Coyne and seconded by Dr. Nery to adopt the AR. Discussion ensued. The motion passed unanimously contingent upon the approval by SCC College Council at its meeting on April 22, 2025.
- d. AR 7340 Leaves (NEW) – it was moved by Ms. Coyne and seconded by Dr. Kim to adopt the AR. Discussion ensued. The motion passed unanimously contingent upon the approval by SCC College Council at its meeting on April 22, 2025..
- e. AR 7340.1 Maternity Leave (Delete) – it was moved by Dr. Kim and seconded by Ms. Hernandez to approve deletion of the AR. Discussion ensued. The motion passed unanimously.
- f. AR 7340.2 Vacation for Management Employees (Delete) – it was moved by Dr. Kim and seconded by Ms. Hernandez to approve deletion of the AR. Discussion ensued. The motion passed unanimously.
- g. AR 7340.3 Sick Leave for Management/Confidential Employees (Delete) – it was moved by Dr. Kim and seconded by Ms. Hernandez to approve deletion of the AR. Discussion ensued. The motion passed unanimously.
- h. AR 7340.4 Industrial Accident or Illness Leave (Delete) – it was moved by Dr. Kim and seconded by Ms. Hernandez to approve deletion of the AR. Discussion ensued. The motion passed unanimously.

5. Approval of Administrative Regulations (continued)

- i. AR 7345 Catastrophic Leave Program (NEW) – it was moved by Dr. Kim and seconded by Ms. Kubicka Miller to adopt the AR. Discussion ensued. It was agreed to add “or psychological” to the second paragraph of Section 1 on Page 1 to read: “‘Catastrophic illness or injury’ is defined as a serious, debilitating physical or psychological illness or injury, as certified by a licensed physician, that:” The motion passed unanimously contingent upon the approval by SCC College Council at its meeting on April 22, 2025.
- j. AR 7346 – Employees Called to Military Duty – it was moved by Dr. Kim and seconded by Ms. Coyne to adopt the AR. Discussion ensued. The motion passed unanimously contingent upon the approval by SCC College Council at its meeting on April 22, 2025.

6. Committee Reports

- a. Planning and Organizational Effectiveness Committee (POEC)
Mr. Perez reported on the March 26, 2025 meeting.
- b. Human Resources Committee (HRC)
Ms. Olson reported on the April 2, 2025 meeting.
- c. Fiscal Resources Committee (FRC)
Ms. Thao Nguyen reported on the February 19, 2025 meeting.
- d. Physical Resources Committee (PRC)
Ms. Matsumoto reported on the March 5, 2025 meeting.
- e. Technology Advisory Group (TAG)
Mr. Gonzalez reported on the February 13, 2025 meeting.

7. 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. Tyler Johnson reported on CSEA 579 activities.
- d. Student Government/SAC: Ms. Jessica Velez reported on SAC ASG activities.
- e. Student Government/SCC: Ms. Flo Cudal reported on SCC ASG activities.

8. General

- a. Chancellor Martinez announced that the Board Facilities Committee meeting will be held on April 22, 2025 and the Board Institutional Effectiveness Committee will be held on April 24, 2025.
- b. Chancellor Martinez also announced that the next Board meeting will be held at Santiago Canyon College on April 28, 2025. A pre-board meeting reception will be held on the first floor of Building E at 4:00 p.m.

Next Meeting:	The next meeting will be held on Monday, May 5, 2025
Meeting Adjourned:	2:37 p.m.
Approved:	May 5, 2025

Mission Statement Review
Feedback Received
April 2025

RSCCD Mission Statement

The Rancho Santiago Community College District aspires to provide equitable, exemplary educational programs and services in safe, inclusive, and supportive learning environments that empower our diverse students and communities to achieve their personal, professional, and academic goals.

Shereen Siddiqui, Associate Professor – SCC

The Rancho Santiago Community College District ~~aspires to provide~~ provides equitable, exemplary ~~educational~~ programs and services in safe, inclusive, and supportive learning environments that empower our diverse students and communities to achieve their ~~personal, professional, and academic~~ academic, professional, and personal goals.

- Stronger opening verb – affirms a commitment to action rather than just intention. It positions the District as a present-tense leader, not just a future-focused aspirant.
- Removing “educational” – it’s implied and this change enhances readability and flow without changing the meaning.
- Reordered goal types – placing “academic” first aligns more clearly with the institution’s primary function. The progression from academic to personal creates a logical flow from structured learning to broader life outcomes.

Janet Deusenberry, Dir Special Programs/Apprenticeship Programs – SAC

The Rancho Santiago Community College District aspires to provide equitable, and exemplary educational programs and services within safe, inclusive, and supportive learning environments. We are committed to empowering that empower our diverse students and communities to achieve their personal, professional, and academic goals.

- Minor revision for clarity and flow.
- Rather than combining thoughts in one sentence, recommend beginning a new sentence that maintains the original meaning while enhancing readability.

Rachel Petrocelli, Professor and Chair, Department of History – SCC

The Rancho Santiago Community College District ~~aspires to provide~~ delivers equitable, exemplary high-quality educational programs in stimulating, inclusive environments and services in safe, inclusive, and supportive learning environments that empower our diverse students and communities to achieve their personal, professional, and academic goals academic, personal, and professional success. We distinguish ourselves through innovative teaching, responsive workforce preparation, and a commitment to social mobility and intellectual growth that strengthens our community.

- I would propose this revised mission statement.

Jaime Munoz – SCE

The Rancho Santiago Community College District ~~aspires to provide equitable,~~ is committed to providing exemplary educational programs and services in safe, ~~inclusive,~~ and supportive ~~learning~~ environments that empower ~~our~~ diverse students ~~and communities~~ to achieve their personal, professional, and academic goals.

- Reduces redundancy and improves clarity.

Jessica Avalos, Student Services Coordinator, Career Ed & Dual Enrollment – SAC

The Rancho Santiago Community College District aspires to provide equitable, exemplary educational programs and services in safe, inclusive, and supportive learning environments that empower our diverse students and communities ~~to achieve their personal, professional, and academic goals~~ while fostering the growth, development, and well-being of our dedicated faculty, classified professionals, and administrators.

- Acknowledging the contributions of classified professionals, faculty, and administrators aligns with the district's values of inclusion, respect, and equity. Recognizing the workforce within the mission statement promotes a culture of institutional pride, collaboration, and professional excellence, which ultimately strengthens student success.

Jennifer Hoeger, Assoc. Dean, Instruction & Student Service - SCE

~~The~~ At Rancho Santiago Community College District we transform lives through education. We open doors to opportunity by providing accessible, high-quality learning experiences, personalized support, and clear pathways to success. Our diverse community thrives in an environment where every student's journey matters and where dreams become achievements. ~~aspires to provide equitable, exemplary educational programs and services in safe, inclusive, and supportive learning environments that empower our diverse students and communities to achieve their personal, professional, and academic goals.~~

- Uses active, direct language
- Wording is a little more accessible
- Feels a bit more authentic and avoids institutional jargon

Kathy Silvey, English Instructor – SCC

I think our mission statement should reflect that our colleges are Hispanic Serving Institutions.

Kim Smith, Paralegal Instructor – SAC

The Rancho Santiago Community College District ~~aspires to provide equitable, exemplary educational programs and services in safe, inclusive, and supportive learning environments that empower our diverse students and communities to achieve their personal, professional, and academic goals.~~ will support Santa Ana College and Rancho Santiago [sic] College students, faculty, classified, and administrators with administrative and operational services, technical assistance, and Board of Trustees oversight in an economically prudent and collaborative manner so that both colleges can create and maintain educational environments where students seeking a diversity of outcomes can flourish.

Scott James, Professor, Distance Education Coordinator – SCC

- Think the mission is solid.
- I would suggest that the verb “aspires” suggests intention rather than action or commitment; **stronger action verbs might convey more certainty** about the mission fulfillment.

Song Hong, ESL Assistant Professor – SCC

- I **support** the RSCCD’s current mission statement, which includes diversity, equity, inclusion and achieving personal, professional, and academic goals.

Carin Jacobs, Interim Assoc Dean Fine & Performing Arts – SAC

- I **agree** with the mission statement. I especially like the inclusivity and diversity portions of the statement.



Rancho Santiago Community College District 2025 - 2026 District Council Meetings

District Council meetings are generally held on the first Monday of the month from 1:30 to 3:00 p.m. via Zoom. Meeting participants include Chancellor's Cabinet members, Presidents of the district governance groups, and the Chairs and Co-Chairs of the district's five participatory governance committees. The Executive Assistant to the Chancellor provides administrative support to the committee.

Fall 2025

July 21

August 25

October 6

November 3

December 1

Spring 2026

January 26

March 2

April 13

May 4

June 1

Note: Spring 2026 meeting dates subject to change after 2026 Board Meeting calendar is approved