



# Rancho Santiago Community College District District Council Meeting

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## MINUTES

March 30, 2020

Members:	Marvin Martinez	Present
	Peter Hardash	Present
	Enrique Perez	Present
	Tracie Green	Present
	Linda Rose	Present
	John Hernandez	Present
	Jesse Gonzalez	Present
	Roy Shahbazian	Present
	Michael DeCarbo	Present
	Monica Zarske	Present
	Michael Taylor	Present
	Sheryl Martin	Present
	Zina Edwards	Present
	Mary Mettler	Present
	Mariano Cuellar	Present
	Jio Gallardy	Present
Guests:	Adam O'Connor	
	Chief Michael Toledo	
	Narges Rabii-Rakin	
	Rudy Carrion	
	Morrie Barembaum	
	Anita Lucarelli	

Chancellor Marvin Martinez convened the meeting via Zoom Conference at 3:07 p.m. and took roll call of District Council members in attendance.

### 1. Chancellor's Update

- a. Chancellor Martinez provided an update on the coronavirus COVID-19 response.

He reported:

- the Federal government extended the social distancing requirement through the end of April 30
- Governor Newsom's Executive Order N-39-20 established the California Health Corps to allow "aspiring medical professionals" to help the public
- there was a small number of cases in Orange County compared to other areas, which was fortunate

1. Chancellor's Update (continued)

- to allow STEM faculty to facilitate lab work for students during Temporary Remote Instruction (TRI), the State Chancellor's office is establishing a "virtual lab" that should be available soon
  - the Board of Trustees approved an emergency resolution at its March 23, 2020 meeting to allow the district the ability to respond during this crisis
  - Essential Key Personnel have been identified who may be on campus to work as needed
  - the transition of instructional programs to TRI was a monumental effort and he congratulated all involved. RSCCD began on March 18 and many are just starting today. This is a testament to the incredible team at RSCCD.
  - as the district is informed of confirmed positive cases, the goal is to act quickly to alleviate risks to employee and to take every caution possible
- b. Chancellor Martinez proposed the district make the decision to continue TRI through the spring semester and summer session. A decision must be made soon so that students can be advised and staff can prepare. Understanding it is a major decision, and because it affects everyone, he would like to hear from everyone and make a final decision by Friday, April 3, 2020.

He further advised that the both college administrations were working with faculty on how to do this in the most effective way and consulting with the campus constituents. The Chancellor then solicited input from the constituents in attendance. Discussion ensued.

It was agreed that the Academic Senate Presidents would contact their faculty about extension of TRI through spring semester and advise the Chancellor of the response by Wednesday, April 1. It was further agreed that a survey would be sent to faculty to solicit input on the extension of TRI through summer session. A decision on summer session would be made after the survey responses are received.

2. Approval of Minutes

a. **March 2, 2020 Meeting**

It was moved by Mr. Shahbazian, seconded by Ms. Edwards and carried unanimously with one abstention from Jesse Gonzalez.

3. Reorganizations

- a. **#1192/DO – Safety and Security** – It was moved by Mr. DeCarbo and seconded by Ms. Martin to approve Reorg #1192. Discussion ensued about the reorg and questions from District Council members were addressed. The motion carried unanimously.

4. Board Policies and Administrative Regulations

- a. **AR 7400 Travel** – It was moved by Ms. Zarske and seconded by Mr. Perez to approve revisions to AR 7400 Travel. Discussion ensued and questions from District Council members were addressed. The motion carried unanimously.

5. Committee Reports

- a. Planning and Organizational Effectiveness Committee (POEC)  
Vice Chancellor Perez reported that the March 25, 2020 meeting was cancelled and the next meeting will be held on April 22, 2020.
- b. Human Resources Committee (HRC)  
Vice Chancellor Green reported on the March 11, 2020 meeting. The next meeting will be held on May 13, 2020 via Zoom.
- c. Fiscal Resources Committee (FRC)  
Vice Chancellor Hardash reported that the March 19, 2020 meeting was cancelled and meeting materials prepared for the meeting were sent out with the cancellation notice. The next meeting will be held on April 15, 2020 via Zoom.
- d. Physical Resources Committee (PRC)  
Mr. Hardash reported on the March 4, 2020 meeting noting that all meeting materials are posted on the PRC website. The next meeting will be held May 6, 2020.
- e. Technology Advisory Group (TAG)  
Assistant Vice Chancellor Gonzalez reported on the March 5, 2020 meeting. The next meeting will be held on April 2, 2020. District Council members acknowledged and conveyed their appreciation for the efforts provided by ITS during the past weeks under the leadership of Mr. Gonzalez.

6. Constituent Representative Reports

- a. Academic Senate/SAC: Mr. Shahbazian reported on the Academic Senate meeting held this week.
- b. Academic Senate/SCC: Mr. DeCarbo reported on the Academic Senate meeting held this week.
- c. CSEA: Ms. Martin requested a list of key essential personnel that the district has developed. She reported that many classified staff are standing by ready to do whatever is asked of them.
- d. Student Government/SAC: Mr. Cuellar reported on how TRI was working for the students.
- e. Student Government/SCC: Mr. Gallardy reported on how TRI was working for the students.

7. Other

- a. Dr. Rose and Dr. Hernandez shared activity in support of the students during TRI. Both colleges sent surveys to their students to obtain feedback and data on what can be improved upon and what is needed to support students.
- b. Mr. Perez shared that Resource Development was meeting on Friday, April 3, to develop a plan to assist the colleges with grants. He also asked for suggestions on items to be included in district-wide communication.
- c. A request for the recording of the meeting was made. Debra Gerard will advise attendees how to access the recording.

8. Next Meeting: The next meeting will be held on Monday, May 4, 2020.

Meeting Adjourned: 4:33 p.m.  
Approved: May 4, 2020