



Rancho Santiago Community College District District Council Meeting

MINUTES

August 30, 2021

Members:	Marvin Martinez	Absent
	Enrique Perez	Present
	Iris Ingram	Present
	Cheng Yu Hou	Present
	Marilyn Flores	Present
	Pamela Ralston	Present
	Jesse Gonzalez	Present
	Jim Isbell	Present
	Craig Rutan	Present
	Monica Zarske	Present
	Michael Taylor	Present
	Susan Hoang	Absent
	Sheryl Martin	Present
	Ambar Nakagami	Present
	Zina Edwards	Present
	Julio Luna	Present
	Elisabeth Neely	Present
Guests:		
	Adam O'Connor	
	Jennifer De La Rosa	
	Rudy Carrion	

1. Call to Order
 - a. Vice Chancellor Enrique Perez convened the meeting via Zoom Conference at 1:32 p.m.
2. Approval of Minutes
 - a. It was moved by Dr. Flores, seconded by Mr. Hou and, by roll call vote, carried to approve the minutes of the August 2, 2021 meeting with abstentions by Ms. Zarske and Ms. Edwards.

3. Approval of 2021-2022 Adopted Budget
 - a. Ms. Ingram presented an overview of the adopted budget which is being recommended by the Fiscal Resources Committee. The adopted budget will be placed on the September 13, 2021 board meeting agenda for approval.
 - b. It was moved by Mr. Rutan, seconded by Ms. Ingram, and, by roll call vote, carried unanimously to approve the 2021-2022 adopted budget as presented.

4. Approval of Human Resources Items
 - a. Job Description – Assistant Vice Chancellor, People and Culture/Human Resources – Learning, Innovation, Wellness, and Equity – it was moved by Mr. Isbell, seconded by Dr. Ralston and, by roll call vote, carried unanimously to approve the job description.
 - b. Job Description – Manager, People and Culture/Human Resources – Employee Relations and District Investigations – it was moved by Dr. Ralston, seconded by Dr. Flores and, by roll call vote, carried unanimously to approve the job description.
 - c. Job Description – Director of Grants – this job description was removed from the agenda for revision.

5. Administrative Regulations
 - a. AR 6330 Purchasing – Ms. Ingram explained the updates to the AR and answer questions relating to the revision. It was moved by Mr. Hou, seconded by Ms. Ingram and, by roll call vote, carried unanimously to approve the revision to AR 6330.
 - b. AR 7325 Vaccination and Immunization Program (NEW) – Mr. Hou presented the new AR in support of BP 7325 recently adopted by the board of trustees. In response to an inquiry, Mr. Hou shared he would check how this AR may affect the district’s insurance. The AR will become effective September 1, 2021. It was moved by Dr. Ralston, seconded by Mr. Gonzalez and, by roll call vote, carried unanimously to approve AR 7235.

6. Data Governance
 - a. BP 3750 Data Governance (NEW) – Mr. Gonzalez provided the background to the development of the board policy which was begin recommended by the Technology Advisory Group (TAG). It was moved by Mr. Hou, seconded by Mr. Isbell and, by roll call vote, carried unanimously to approve BP 3750 Data Governance and forward to the Board Policy Committee for consideration of adoption by the board of trustees.
 - b. AR 3750.1 Data Governance (NEW) – Mr. Gonzalez explained the AR created in support of BP 3750. It was moved by Mr. Rutan, seconded by Ms. Zarske and, by roll call vote, carried unanimously to approve AR 3750.1 Data Governance to be effective upon adoption of the BP by the board of trustees.

7. Colleague Cloud Hosting Activities
 - a. Mr. Gonzalez provided an update to the September 2020 presentation to District Council regarding cloud hosting activities. It was reported that the district will continue on a path of services with Ellucian for cloud hosting and take time over the next five years to explore cloud hosting internally.

8. Committee Reports

- a. Planning and Organizational Effectiveness Committee (POEC)
Mr. Perez reported on the August 25, 2021 meeting.
- b. Human Resources Committee (HRC)
Mr. Hou reported that the first meeting of the fall semester will be held on September 15, 2021.
- c. Fiscal Resources Committee (FRC)
Ms. Ingram reported on the August 18, 2021 meeting.
- d. Physical Resources Committee (PRC)
Ms. Ingram reported that the next meeting will be held on September 1, 2021.
- e. Technology Advisory Group (TAG)
Mr. Gonzalez reported that the first meeting of the fall semester will be held September 2, 2021.

9. Constituent Representative Reports

- a. Academic Senate/SAC: Mr. Isbell reported on the activities of the SAC Academic Senate.
- b. Academic Senate/SCC: Mr. Rutan reported on the activities of the SCC Academic Senate.
- c. CSEA: Ms. Martin provided an update on CSEA activities.
- d. Student Government/SAC: Mr. Luna reported on the activities of the SAC ASG.
- e. Student Government/SCC: Ms. Neely reported on the activities of the SCC ASG.

10. Other

- a. Mr. Perez reported that future District Council meetings will continue to be held via Zoom.

11. Next Meeting: The next meeting will be held on Monday, October 4, 2021.

Meeting Adjourned: 2:45 p.m.

Approved: October 4, 2021