



## Rancho Santiago Community College District District Council Meeting

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### MINUTES

May 2, 2022

Members:	Marvin Martinez	Absent
	Enrique Perez	Present
	Iris Ingram	Present
	Cheng Yu Hou	Absent
	Annebelle Nery	Present
	Pamela Ralston	Present
	Jesse Gonzalez	Present
	Jim Isbell	Present
	Craig Rutan	Present
	Monica Zarske	Present
	Corinna Evett	Present
	Tara Kubicka-Miller	Present
	Sheryl Martin	Present
	Ambar Nakagami	Present
	Zina Edwards	Present
	Avinash Ramaswamy	Present
	Elisabeth Neely	Present
Guests:	Alistair Winter, Sil Han Jin, Adam O'Connor, Nga Pham	

1. Call to Order/Update
  - a. Vice Chancellor Enrique Perez convened the meeting via Zoom Conference at 1:33 p.m. and conducted a roll call vote of members.
2. Approval of Minutes
  - a. It was moved by Mr. Rutan, seconded by Ms. Evett and, by roll call vote, carried with abstentions by Ms. Zarske, Ms. Kubicka and Ms. Neely to approve the minutes of the April 4, 2022 meeting.
3. Approval of Revisions to Budget Allocation Model
  - a. Asst. Vice Chancellor Adam O'Connor presented revisions to the Budget Allocation Model as recommended by the Fiscal Resources Committee. Discussion ensued. It was moved by Mr. Rutan, seconded by Mr. Isbell and carried unanimously to approve the revisions to the Budget Allocation Model.

4. Approval of People & Culture Items

- a. Job Description – Division Administrative Assistant – Vice Chancellor Perez announced that this item had been pulled from the agenda for further review and discussion. The job description will be brought back at a later date.

5. District Mission Statement – Feedback from Staff

- a. Vice Chancellor noted that this item was being brought forward for discussion and action, which had not been noted on the agenda.
- b. It was moved by Mr. Gonzalez, seconded by Ms. Edwards to reaffirm the district mission statement without revision. Discussion ensued. District Council members suggested that the mission statement should be in a more active voice, that the district's commitment to equity should be reflected in the statement and that mention of the district's commitment to career preparation be added. It was agreed that Nga Pham, Executive Director Research, Planning and Institutional Effectiveness chair a subcommittee of District Council to draft revisions to the District Mission Statement for District Council's review and approval at the June 6, 2022 District Council meeting. Mr. Jesse Gonzalez, Ms. Corinna Evett, Ms. Zina Edwards and Ms. Monica Zarske volunteered to serve on the subcommittee.

6. Approval of 2022-2023 District Council Meeting Schedule

- a. It was moved by Mr. Rutan, seconded by Ms. Zarske and carried unanimously to approve the 2022-2023 District Council Meetings.
- b. It was noted that District Council meetings would be conducted via Zoom. Any changes to this modality may require adjustment to the meeting time of 1:30 p.m.

7. Committee Reports

- a. Planning and Organizational Effectiveness Committee (POEC)  
Mr. Perez reported on the April 27, 2022 meeting. The next meeting is scheduled to be held May 25, 2022. Mr. Rutan inquired about whether or not the district's participatory governance committees are Brown Act committees. Mr. Perez stated he would confirm the district's understanding that they are not Brown Act committees, but are run as if they were as a best practice.
- b. Human Resources Committee (HRC)  
Asst. Vice Chancellor Alistair Winter reported on the April 13, 2022 meeting. The next meeting will be held on May 11, 2022.
- c. Fiscal Resources Committee (FRC)  
Mr. O'Connor reported on the April 20, 2022 meeting. The next meeting will be held on May 19, 2022.
- d. Physical Resources Committee (PRC)  
Mr. O'Connor reported that the next meeting will be held on May 4, 2022. The PRC does not meet during the summer.
- e. Technology Advisory Group (TAG)  
Asst. Vice Chancellor Jesse Gonzalez reported on the April 14, 2022 meeting. The next meeting will be held on May 5, 2022.

8. 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. Edwards stated there was no report.
- d. Student Government/SAC: Mr. Ramaswamy reported on the SAC ASG activities.
- e. Student Government/SCC: Ms. Neely reported on the SCC ASG activities.

9. Other

- a. Professor Tara Kubicka-Miller reported that a number of students were absent from her class today because of the religious holiday Eid al Fitr. She inquired about a policy to accommodate student's absence on these holidays that are no a school holiday. Mr. Winter will look into this matter and get back to Ms. Kubicka-Miller.

Next Meeting:                      The next meeting will be held on Monday, June 6, 2022.

Meeting Adjourned:              2:21 p.m.

Approved:                          June 6, 2022