

BOARD POLICY COMMITTEE MEETING

Monday, September 14, 2015

MINUTES

1.0 PROCEDURAL MATTERS

1.1 Call to Order

The meeting was called to order at 3:05 p.m. by Ms. Arianna Barrios. Other members present: Ms. Claudia Alvarez and Mr. John Hanna.

Staff present: Mr. John Didion, Mr. Raymond Hicks, Ms. Raquel Manriquez, Dr. Raúl Rodríguez, and Ms. Anita Lucarelli as record keeper.

1.2 Pledge of Allegiance to the United States Flag

The pledge of allegiance was led by Ms. Manriquez.

1.3 Public Comment

There were no public comments.

1.4 Approval of Minutes

It was moved by Ms. Alvarez and seconded by Mr. Hanna to approve the minutes of May 14, 2015. The motion carried with the following vote: Aye – Ms. Alvarez and Ms. Barrios, and a vote of abstention from Mr. Hanna since he was not in attendance at the May 14, 2015, meeting.

2.0 REVIEW OF BOARD POLICIES & RELATED ITEMS

2.1 Review of BP 2745 Board Self Evaluation

The committee reviewed the policy, proposed timeline, designated recipients of the self-evaluation instrument, and the survey instrument. The committee recommended the following positions be added to the designated recipient list: Chief, District Safety & Security; Lieutenants, Safety & Security; Faculty Association of Rancho Santiago Community College District (FARSCCD) Treasurer; and the following randomly selected recipients be added to the designated recipient list: 5 community members, 5 part-time faculty members, 5 full-time faculty members, 5 administrators, 5 department chairs, 5 students, and 10 members of the classified staff.

2.0 REVIEW OF BOARD POLICIES & RELATED ITEMS (contd.)

2.1 Review of BP 2745 Board Self Evaluation (contd.)

The committee recommended the following changes to BP 2745: “The board is committed to having an annual self-evaluation meeting no later than ~~November~~ December, at a date selected at the board’s annual organizational meeting.

The committee asked that the revised list and policy be forwarded to the board for a first reading. The committee did not recommend changes to the survey instrument.

2.2 Review of BP 2105 – Election of Student Member

The committee reviewed the policy and no recommendations were made. It was determined that the administrative regulation may need to be more explicit. Mr. Hanna indicated that the administrative regulation include clarification that the student member adhere to board policies. Ms. Barrios offered to assist Ms. Manriquez on updating the administrative regulation relating to a student member.

2.3 Review of BP & AR 6610 – Opportunities for Local Hires and Local Businesses on District Capital Improvement and Construction Projects (New)

The committee reviewed the policy and administrative regulation and asked when the board will be receiving the semi-annual report regarding the district’s performance towards these goals. (Reference from the policy: 4. The chancellor or his/her designee shall make a report to the board at least semi-annually regarding the district’s performance toward these goals.)

2.4 Review of Purchase Order Listing Format

The committee asked that the purchase orders be listed separately for items spent with bond monies, general fund monies, district and college foundations, etc.

2.5 Review of Docket Item Process

The committee asks the chancellor to survey the board of trustees with this question: “What are the top five pieces of information about a company that should be included in a docket coversheet?” The committee asked that this item be included on the next Board Policy Committee agenda for the committee to review the survey responses.

2.6 Review of AR 2340 – Agendas

The committee reviewed the policy and recommended the policy be forwarded to the board for a first reading.

2.0 REVIEW OF BOARD POLICIES & RELATED ITEMS (contd.)

2.7 Review of AR 2360 – Minutes

The committee reviewed the policy and recommended the policy be forwarded to the board for a first reading.

2.8 Review of AR 2365 – Recording

The committee reviewed the policy and recommended the policy be forwarded to the board for a first reading.

The committee asked if it would be possible to have audio recordings of the board meetings available on the district's website. Mr. Didion indicated that he would check to see if there was a close captioning requirement.

2.9 Review of BP 3411 Accessibility of Electronic Information Technology

The committee reviewed the policy and recommended the policy be forwarded to the board for a first reading.

2.10 Proposal of Future Agenda Items

The committee recommended the following future agenda items:

- A clear definition of how the board of trustees interacts with the RSCCD Foundation;
- Clarification in policy of status of RSCCD Foundation;
- How the Foundation programs come to fruition;
- District Programs;
- A classified representative to provide a report at board meetings; and
- Diversity in RSCCD faculty.

3.0 ADJOURNMENT

Chairperson Barrios declared this meeting adjourned at 4:35 p.m.