

Rancho Santiago Community College District
2323 North Broadway, Room #114
Santa Ana, California

BOARD POLICY COMMITTEE MEETING

Thursday, February 27, 2014

MINUTES

1.0 PROCEDURAL MATTERS

1.1 Call to Order

The meeting was called to order at 4:34 p.m. by Mr. John Hanna. Other members present: Mr. Larry Labrado; Ms. Claudia Alvarez arrived at the time noted.

Staff present: Mr. John Didion and Ms. Anita Lucarelli as record keeper.

1.2 Pledge of Allegiance to the United States Flag

The pledge of allegiance was led by Mr. Didion.

1.3 Public Comment

There were no public comments.

1.4 Approval of Minutes

It was moved by Mr. Labrado, seconded by Mr. Hanna, and carried unanimously to approve the minutes of December 2, 2013.

2.0 REVIEW OF BOARD POLICIES & RELATED ITEMS

Mr. Hanna asked that Item 2.5 be considered at this time.

2.5 Review of BP 5501/AR 5201.5 - Student Athlete Code of Conduct (Revised)

The committee reviewed the policy and administrative regulation. Mr. Didion explained that the code/regulation was being revised to include any team that represents the colleges in a competitive nature rather than limiting it to athletic teams. Mr. Hanna asked if there were any reports of student violations on this policy. Mr. Didion indicated he would research Mr. Hanna's request. After discussion, the committee recommended that grammatical corrections be made to the policy and the policy be forwarded to the full board for a first reading. It was noted that AR 5201.5 is an administrative regulation; therefore, approval by the board is not required.

Ms. Alvarez arrived during the discussion of Item 2.1.

2.0 REVIEW OF BOARD POLICIES & RELATED ITEMS – (cont.)

2.1 Review of BP 2746 Board of Trustees Annual Evaluation of District Goals

The committee reviewed this policy and Mr. Hanna indicated the importance of the community participating in evaluating the district goals. After discussion, the committee asked Mr. Didion to restructure the policy to reflect the change of reviewing the strategic plan every three years and district goals every ten years, and giving the community the opportunity to evaluate the district goals at the same time the district reviews the strategic plan. Mr. Labrado asked that the committee review the survey instrument at a future meeting. After discussion, the committee recommended that staff prepare a survey instrument for the committee to review. Once the committee has reviewed the instrument, it will come to the full board for approval.

2.2 Review of BP 7001 Code of Ethics/AR 2712 Conflict of Interest Code (New)

The committee reviewed this policy and administrative regulation. After discussion, the committee asked that a presentation by Mary Dowell be provided to the board regarding Conflict of Interest – Form 700. Mr. Hanna asked if staff reviewed the completed Form 700s; Ms. Lucarelli indicated that the forms were not reviewed by staff. The committee requested that staff review completed Form 700s for ethical compliance.

2.3 Review of BP 2210 Officers

The committee reviewed this policy due to concerns expressed at the December 9, 2013, board meeting regarding an officer of the board being removed from his/her post if that board member misrepresents the district during his/her term as an officer. After discussion, the committee asked Mr. Didion to include a statement in the Code of Ethics/Standards of Practice (BP 2715) relating to the board's concern to review at its next meeting.

2.4 Review of Requirement of Bond Oversight Committee members to file Form 700

Mr. Hanna stated that members of the Citizens' Bond Oversight Committee had completed Form 700s in the past, but that practice was removed years ago. The committee discussed the possibility of reinstating that requirement and asked Ms. Lucarelli to ask the following question of other college districts: "If you have a Bond Oversight Committee, are the members required to complete and sign a Form 700 (Conflict of Interest) or any other document relating to ethics?" It was noted that this committee serves in an advisory role only. Mr. Didion suggested drafting a disclosure statement for members of the Bond Oversight Committee. Mr. Hanna recommended that committee members be required to sign a disclosure statement and a statement confirming they have read the ethics policy statement.

2.0 REVIEW OF BOARD POLICIES & RELATED ITEMS – (cont.)

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

Mr. Hanna asked that the “Presentation on Local Hire for Construction Projects” given at the 11-14-13 San Bernardino Community College District board meeting be provided to committee members.

Mr. Hanna asked that the following provision be added to the policy under #6: “The district may develop by administrative regulations or may enter into contractual relations such as the community student workforce agreement in order to enforce the local policy.”

Mr. Labrado asked that this policy be included in the pre-qualification process. After discussion, the committee recommended a statement be included in the policy relating to BP 6610 being included in the pre-qualification process.

2.7 Review of BP 2015 Student Member (Revised)

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

2.8 Proposal of Future Agenda Items

The committee recommended the future agenda items include the abovementioned items the committee requested be brought back to the committee for review.

3.0 ADJOURNMENT

Chairperson Hanna declared this meeting adjourned at 5:59 p.m.