



**COLLEGE COUNCIL MINUTES**

Wednesday, February 26, 2025, 9:00-11:00 a.m., via Zoom

<https://rscdd-edu.zoom.us/j/81208270132?pwd=vJ0zaF9mMjuvoDKX3JlgNjt7LSg45o.1>

Meeting ID: 812 0827 0132 / +1 669 444 9171 US

**College Council Voting Members Present:**

Annebelle Nery	Sarah Salas	Jennefer Boulagjame
Mark DeAsis (for Vaniethia Hubbard)	Sean Small (for Lithia Williams)	Jackie Nunez
Bart Hoffman	Claire Coyne	Jennifer De La Rosa
Jim Kennedy	Susan Hoang	Kristi Blackburn
Jeff Lamb	Steve Bautista	

**Liaisons & Guests Present:**

Michael Jensen	Kristin Olson	Chi-Chung Keung	Mary Law	Eden Andom
Maria Briseno	Brenda Estrada	Christine Galia	Shannon Kaveney	Daniel Martinez
Tina Miranda	Bill Reardon	Ethereal Reyes	Leisa Schumacher	John Steffens
Greg Toya	Mark Reynoso	Jennifer Valencia	Suzanne Freeman	Maria De La Cruz
Nichole Clark	Parisa Samaie	Matt Morin	Gilberto Cardenas	Liliana Oropeza
Refugio Rodriquez	Jennie Beltran	Pilar Traslavina	Tanisha Burrus	Chantal Lamourelle
Ernie Gomez	Paul Vernola	Matt Valerius	Lorena Chavez	Javier Galvan
Merari Weber	Maria Aguilar Beltran	Ellen Campbell	Jaki King	

**1.0 Procedural Matters**

1.1 Call to Order: Annebelle Nery called the meeting to order at 9:01 a.m.

1.2 Approval of Additions or Corrections to Agenda: It was noted Data Committee should be added under 3.0 Reporting Committees on the agenda. With the correction noted, the agenda is amended to include this edit and approved by consensus.

1.3 Approval of Minutes – Regular meetings of December 11, 2024: Bart Hoffman motioned to approve the minutes, which were seconded by Jennefer Boulagjame and approved by consensus.

1.4 Action Items:

- Reorganizations (2):
  - Auxiliary Services Director: Claire Coyne motioned to approve the reorg, which was seconded by Jennifer Dela Rosa. Discussions ensued and the request to Table this item to the March 12<sup>th</sup> meeting was approved.
  - Student Affairs (Guided Pathways)-Administrative Clerk: Jim Kennedy motioned to approve the reorg, which was seconded by Sarah Salas and approved with one note of correction and abstention.

**2.0 Informational Items**

2.1 President Report: Annebelle Nery noted her recent President’s Board Report from January 13, 2025, can be found below, and the next President’s Board report will be shared campus-wide when available.

2.2 The January 13<sup>th</sup> President’s Board Report can be found here: <https://www.youtube.com/watch?v=nJjXkuAPxIM>.

2.3 District Office Resource Requests:

- a. Educational Services/Chief Communications Office: Chi-Chung Keung shared a detailed presentation of the requested

positions and supporting materials for the requests.

- 2.4 Board Policies and Administrative Regulations (from HRC): Annabelle Nery provided a brief overview and background on these specific items following the presentation of them to Human Resources Committee. Kristin Olson then provided a thorough overview of each BP and AR below, along with the recommended revisions and supporting rationale.
- a. BPs – ARs-Updated
  - b. BP 3410 Nondiscrimination
  - c. AR 3410 Nondiscrimination
  - d. BP 3420 Equal Employment Opportunity
  - e. AR 3420 Equal Employment Opportunity
  - f. BP 3430 Prohibition of Harassment
  - g. AR 3430 Prohibition of Harassment
  - h. AR 3440 Service Animals
  - i. AR 7110 Delegation of Authority-Human Resources
  - j. AR 7145 Personnel Files
  - k. Draft Updated BP 7340 Leaves Jan 2025
  - l. DRAFT AR 7340 Leaves\_FEB\_2025
  - m. AR 7340.1 Maternity Leave\_Delete
  - n. AR 7340.2 Vacation for Management Employees\_Delete
  - o. AR 7340.3 Sick Leave for Management and Confidential Employees\_Delete
  - p. AR 7340.4 Industrial Accident or Illness Leave\_Delete
  - q. Draft AR 7345 Catastrophic Leave Program
  - r. Updated AR 7346 Employees Call to Military Duty
- 2.5 District Committee Reports: Annabelle Nery reported on the addition of these committees to the College Council agenda and noted the importance and connected relationships of these shared governance District committees to the College committees.
- a. District Council (DC) – All committees below report up to DC.
  - b. Fiscal Resources Committee (FRC) – Aligns with SAC Planning & Budget Committee.
  - c. Human Resources Committee (HRC) – Reports to DC.
  - d. Physical Resources Committee (PRC) – Aligns with SAC Facilities & Safety Committee.
  - e. Planning & Organizational Effectiveness Committee (POE) – Aligns with SAC Institutional Effectiveness & Assessment Committee.
  - f. Sustainable RSCCD Committee (SRC) – Aligns with SAC Facilities & Safety Committee.
  - g. Technology Advisory Group (TAG) – Aligns with SACTAC Committee.
- 3.0 Reporting Committees**
- 3.1 Academic Senate (AS): Claire Coyne reported on the topics of the February 25<sup>th</sup> meeting, which included upcoming AS Resolutions, Bylaw revisions, website updates, financial dashboard, School of Continuing Education reorg, and February 27<sup>th</sup> Distinguished Faculty Lecture by Professor Donato Martinez.
- 3.2 Facilities & Safety Committee (F&S): Bart Hoffman reported on the February 18<sup>th</sup> meeting, M&O dormant subcommittee, Digital Media Center facilities modification request, formation of an Unhoused/Homeless workgroup of 8 persons and next meeting scheduled on March 18<sup>th</sup>.
- 3.3 Institutional Effectiveness & Assessment (IE&A) Committee Daniel Martinez reported the first meeting is scheduled for March 5<sup>th</sup>, Standardized Meeting Minutes and Agenda training that occurred in January and included Robert’s Rules of Order and measuring the Comprehensive Educational Plan.
- 3.4 Planning and Budget Committee (P&B): Bart Hoffman had no report to share since the last meeting, noted the cancellation of the February 4<sup>th</sup> meeting, future annual Budget Allocation Model (BAM) training, and next meeting is scheduled for March 4<sup>th</sup>.

