



Rancho Santiago Community College District
Sustainable RSCCD Committee

Meeting Notes

November 19, 2025

Members:	Carri Matsumoto	Present
	Bart Hoffman	Present
	Arleen Satele	Present
	Linda Melendez	Absent
	Joanne Armstrong	Absent
	Jim Kennedy	Present
	Tae Kim	Present
	Kelvin Leeds	Present
	Craig Ursuy	Absent
	Vanessa Engstrom	Present
	Daniel Oase	Absent
	Alejandro Alcala	Present
	Ambar Nakagami	Present
	Simone Wolfe	Present
Connor Tsai	Present	
Guests:	Hugo Curiel	Present
	Joe Melendez	Present
	David Nakagami	Present
	Lisa Imai	Present
	Conor McKenzie	Present
	Francisco Gonzalez	Present

Assistant Vice Chancellor, Carri Matsumoto convened the meeting at 3:02 p.m.

1. Introductions

Committee members and guests introduced themselves.

2. Meeting Notes of September 17, 2025

Ms. Matsumoto noted the meeting notes from the September 17, 2025 meeting were attached to the agenda for today's meeting and asked the committee if they had any questions, comments or edits. There were no changes.

3. Biennial Report Covering FY23-25

Ms. Matsumoto shared and noted the draft report was attached to the agenda for today's meeting and items highlighted in green were the revised sections based on the previous

meetings feedback. A motion to approve the biennial report was made by Mr. Hoffman and seconded by Ms. Satele.

4. Sustainability Plan 2025

Ms. Matsumoto provided an update on the sustainability master plan and informed the committee that it was approved by the Board of Trustees on November 10, 2025.

5. Sustainable RSCCD Committee Field Trips

Mr. Alcala shared a recap of the previous sustainability field trip to the OC Sanitation Wastewater Facility. Ms. Engstrom and Mr. Hoffman shared their feedback from the field trip and thanked the committee for setting up the field trip.

6. Communication Updates

Mr. Alcala shared a draft template of a sustainability newsletter with the committee and opened discussion for comments and feedback.

7. Earth Day Planning

Ms. Matsumoto asked each college for their Earth Day plans. Ms. Satele confirmed that SCC will be having their event on April 23rd, 2026, but is waiting for a student rep to be assigned to begin coordinating. Mr. Hoffman did not have a date scheduled and is also waiting for a student rep to be assigned to begin the event coordination.

8. College Updates

Ms. Satele asked about a possible composting bin to have on campus rather than hauling away. Committee members offer some feedback and tip to consider for composting.

Mr. Hoffman did not have any other updates to share.

9. Other

Ms. Matsumoto asked the committee if they had any other items for discussion, questions or comments. There were none.

10. Next Meeting Date

The next meeting will be held on Wednesday, March 18, 2026, at 3:00 p.m. via Zoom.

Meeting Adjournment: 3:31 p.m.