

RIVERSIDE CITY COLLEGE
Educational Planning and Oversight Committee Meeting
EPOC

June 1, 2017 ♦ 12:50 to 1:50 p.m. ♦ Hall of Fame

AGENDA

- I. Call to Order
- II. Approval of Agenda m/s/c (Carter, Blair) 1 abstention
 - a. Add parking item
- III. Approval of Minutes – May 2017 m/s/c (no quorum)
- IV. Co-chairs Report: K. Sell/ S. Mills
 - a. District Strategic Planning—budget updates
 - i. Portal – currently all new and continuing RCC students have been migrated to the portal.
 - ii. Timeline for faculty / staff is as of fall semester. An official notification will be sent via emails as part of the rolling implementation.
 - iii. District has a line item for growth positions for classified and management. This year it is “corrected” and these positions are split as 54/23/23 with a “cut” going to the District. This is growth and is a better model.
 - iv. International student fees are going to be reallocated. They are beginning with 2010 “split” and the colleges are going to be able to keep the fees generated from International Student fees.
 - b. California Guided Pathways Project—update
 - i. Core team of 9. Five can attend and are paid and College will fund additional 2 team members (team of 7) to each conference – rotating based on need.
 - ii. Entire team of 9 is scheduled to meet in early August to go over homework in preparation for the first September convening.
 - iii. Team members will be published in the Strategic Planning newsletter.
 - iv. It will be important for the team to communicate broadly with the college. One potential method might be to create a Guided Pathways Committee under ACTPIS that can communicate, coordinate, provide additional input.
 - c. Webinar on Faculty Advising
- V. Action Items
 - 1. Annual Update Educational Master Plan (action)
 - i. Approved to post: m/s/c (Blair, O’Connell)
 - ii. Gathered project updates as well as overall updates to be included in this report. It will give us a “snapshot” of the point in time as of 2016-2017. We’d like to post it on the Strategic Planning website.
 - iii. Going forward, this document will help provide a record of progress.
 - iv. An annual update is a great idea. Could we discuss establishing KPIs, benchmarks, and metrics. The Office of Institutional Effectiveness is working on a model which can help frame this annual report. The Winter KPI updates are also a planning document containing metrics.

In order to clarify our vision, we must not turn away from what is undesirable or turn toward what is agreeable. We must stay in front of what is needed.

- v. Analysis of “what that means is” can be included – an assessment. Right now this is just a summary of achievement.
2. Community Engagement Plan (no voting action taken)
- i. Thanks for SAS for providing this draft. It is a really good start.
 - ii. There are things in the document which will be updated / revised including information on progress for AB86.
 - iii. There are a lot of additional efforts which can be included – creating a “list” of all of the different activities which the community sees as valuable.
 - iv. We need “who is the contact” as well as being able to maximize our efforts in a coordinated way.
 - v. Inventory is good – what have we done, etc. This also needs to be a plan – what are we doing going forward? Charts are a great start and we can add a planning column.
 - vi. Propose a workgroup to revise and build. Convene in early fall. Dr. Sell has some ideas for members and the SAS co-chairs can coordinate.
3. Joint Council Recommendation on Faculty Hiring (action) m/s/c (Blair, Cazares)
Amended to forward with comments. m/s/c 2 abstentions
- i. The role of EPOC for this is to look at the joint recommendation and:
 - 1. Forward as is
 - 2. Forward with comments
 - 3. Send back to Joint Councils for significant revision
 - ii. Ultimately the President has the final decision but the Council has the responsibility of providing feedback.
 - iii. Process discussion
 - 1. The process continues to be a faculty-process. As such, should it go to the Senate?
 - a. The Senate has approved the councils’ structure. Because of this, the Senate can give the authority to make the decision to the Councils. The Senate is focusing on process and making sure that the processes are effective – but aren’t necessarily involved in content because the councils, committees, etc. are the bodies which have delegated authority.
 - 2. Strategic planning is involved but a concern is that only 1 group is involved in the voting (faculty). Why are the other groups even at the meeting?
 - a. EPOC would like the voting to be more inclusive, but CTA rules govern the process.
 - b. That said, it is important and valuable to have the other voices in the room for input. There was little conversation during the Joint meeting, but having dialogue about the direction of the planning is important.
 - c. A lot of the positions which have been identified as priorities are not necessarily “FTES” generators. FTES generation is an important goal. While a breadth of offerings is important, acknowledging that we need to pay attention to – and add—high FTES courses.
 - d. Also important that we need to add based on the need for the college – including what students need to graduate.

In order to clarify our vision, we must not turn away from what is undesirable or turn toward what is agreeable. We must stay in front of what is needed.

- e. Concern that this process results in popularity ranking versus what is actually needed. The process as a ranking is not based on need, demand, cost, student success, etc.
- 3. Proposals should be vetted through the Division Deans and the voting should be based on need and alignment with Strategic Plan, Educational Master Plan, etc.
 - a. This means that each of the voting members needs to take responsibility for evaluating the requests based on a holistic take.
 - b. Engineering is an example of a position request that needed cross-divisional conversation. One of the reasons the position wasn't prioritized is because that conversation didn't occur. Do note that Engineering is included in the Educational Master Plan.
 - c. These positions are very important - and the positions are key to the long-term health of the college.
- 4. During a prior process, a data sheet was provided for each position. The Office of Institutional Effectiveness could provide it for all of the positions. It is possible that this type of process would be implemented next year.
 - a. Recommendation is to not dramatically change the process, but provide "standard" data as one piece of the evaluation. Qualitative considerations are important, too.
 - b. Would we take this out of a "vote" and into a selection methodology?
- 5. Leadership Council members need to participate - engage in discussion and help frame.

iv. Outcomes discussion

- 1. EPOC has some concerns with the process - and recommendations for how to improve it next year (see process section above). The IE-LC has been asked to take this feedback and create recommendations.
- 2. Important to note that EPOC has the responsibility to support the framing of the process in a pro-active manner. In early fall, the IE-LC can present a proposal for a revised process.
 - a. The August retreat can potentially include this discussion along with the overall discussions.
- 3. Guidance for the president will include the document as well as a cover letter:
 - a. Concern that the rankings didn't necessarily take efficiency into account. In light of the requirement to increase FTES, some of these full-time faculty will not contribute to FTES growth.
 - b. While positions are in alignment with discipline, department, and divisional plans, the position requests were not necessarily in alignment with the college plan.
 - c. The decision, ranking could have been better supported by data.

- 4. Parking - Paul O'Connell is going to bring it to the appropriate committee and then to RDAS.

VI. Discussion/ LC Reports
1. Year End Surveys

In order to clarify our vision, we must not turn away from what is undesirable or turn toward what is agreeable. We must stay in front of what is needed.

- i. A one-page handout with brief updates was distributed during the meeting. Additional items will be discussed and a formal report will be distributed at Fall FLEX.
 - ii. If you haven't received the link, look in clutter and then email Wendy McEwen.
2. Academic Career Tech Programs and Instr. Support K. Sell
3. Institutional Effectiveness D. Cazares
4. Resource Development and Administrative Services P. O'Connell
5. Student Access and Support E. Perez

VII. Adjournment

Documents for today: agenda, minutes, Annual Educational Master Plan Update, Community Engagement Plan draft, Joint Council Recommendation on Faculty Hiring

Save the Date: Final EPOC meeting of the year June 1rst

- August 23 8-12 EPOC Retreat
- September 22 8-2 College Readiness Summit
- October 13 8-12 Fall Strategic Planning Retreat; Afternoon Session for Cultural Proficiency Training

In order to clarify our vision, we must not turn away from what is undesirable or turn toward what is agreeable. We must stay in front of what is needed.