EPOC Thursday, May 11, 2020 • 3:00pm – 5:00pm • Via Zoom

	Members	Liaisons/Admin./Staff/Guests
x	Kathleen Sell, *Faculty Chair*	Casandra Greene
x	Kristine Di Memmo *Administrative Chair*	Rachel Weiss
	Angel Contreras-Fregoso, *ASRCC President*	Scott Blair
x	Gloria Aguilar, *SAS Staff Chair*	Sandy Baker
x	FeRita Carter, *SAS Administrative Chair*	Kyla O'Connor
x	Eddie Perez, *SAS Faculty Chair*	Mark Sellick
x	Mary Legner, *T & L Faculty Chair*	Lisa Webb
x	Carol Farrar, *T & L Administrative Chair*	Hayley Ashby
x	Akia Marshall, *T & L Staff Chair*	Thomas Cruz-Soto
x	Tucker Amidon, *RDAS/ Faculty*	Kristi Woods
x	Chip West, *RDAS Administrative Chair*	Monique Greene
x	Stephen Ashby, *RDAS Staff Chair*	
x	Debbie Cazares, *GEMQ Faculty Chair*	
x	Malika Bratton, *GEMQ Staff Chair*	
x	Hayley Ashby, *Accreditation*	
	Marc Sanchez, *Student Equity*	
x	Cynthia Morrill, *Faculty Chair Program Review*	
x	Gregory Anderson, *Ex Officio*	
x	Garth Schultz, *Ex Officio*	

I. Approval of Agenda - M/S/C Legner/Anderson approved by consent

II. Approval of April 9, 2020 minutes M/S/C Legner/Anderson approved by consent

III. Chairs Report – K. Sell; K. Di Memmo

- The strategic plan will be presented at DSPC on Friday.
- Give feedback on the professional development plan/slides from Tammy to Kristi by Wednesday 5/13.
- In the process of looking at the priorities for the 2nd round of CARES act funds
- 2nd part is the institutional support to develop a college plan, focus on guided pathway principles. Will look at how to provide software to students, PPE for students, OER resources, labs.
- Kristi will reach out to leads to meet and discuss, want to have this in place by June 5th.

IV. Continuing Business

a. Revised 2020-2025 Strategic Plan at DSPC this week
   - Let your councils and senate know that the plan is posted on the website.

b. PRT virtual visits being scheduled for the fall
   - Will be virtual in the fall. Farrar will reach out with more info.

c. Update Emergency Equity Funds
   - There are a lot of students' ineligible. Undocumented students are ineligible. These students would qualify for equity funds.
   - PLT worked on timeline for the funds to get funds out by the end of May.
   - Kyla sent announcements out regarding the applications, Jeannine at the district has worked with district IT to make sure everything is in place online
   - Identifying equity funds instead of CARES.
   - Student life sent an email to students notifying students and have been receiving emails from students.
   - The other colleges have not thought of using equity funds. We are the leader in taping into these funds.
   - Is there wording already written out to give to faculty to reiterate information about the funds.

V. New Business/ Discussion

a. Thinking ahead to how to navigate Fall work online – discussion

   - Reach out to councils to give them heads up. Meetings will be held in the online format. Moving forward prioritization will be tough with the budget and new format. Let subcommittees know how to move forward.
   - The 3-5pm meeting time was approved, and everyone notified. Make sure classified staff works with other staff to check that they will stay on committees in fall.
   - It was asked if compensation for staff would be given for hours that extend beyond normal working hours.
   - Identify membership, find out vacancies, begin next year with a full committee for the upcoming strategic plan work ahead.

VI. Reports

a. Accreditation – H. Ashby
    - Post accreditation survey was sent out and given until May 20th to complete.
    - Survey was discussed with GEMQ leadership, Wendy gave suggestions, GEMQ vetted it then survey was distributed.
    - Results will go into a report and sent out to everyone.
    - 60 responses to the survey so far.

b. Guided Pathways – M. Greene
    - Virtual site visit was well attended. Will spend time putting together documents and feedback from breakout groups.
    - Working on next steps, sent out to the groups waiting for feedback.

c. Student Equity – M. Sanchez or designee
    - Working on the emergency funds. 2 on line trainings with Hotep.
    - Elections for student equity chair for upcoming term.
    - Ongoing discussions regarding impact on equity students, seems to be delayed reactions as to students that can handle things during the pandemic.
    - Ongoing concern with resources needed, child care, housing, job loss, etc.

d. Program Review – C. Morrill
    - Deadline has passed, still working with staff this week.
    - Asked faculty to send pdf to department chairs.
    - Losing a few committee members to retirements. Need faculty to join to have more voices.
    - Discussed engagement centers in program review.
    - Need program reviews for creating division level plans.

e. Leadership Council Updates/Report Outs

i.SAS
    - Met w/ Lisa from student life for a plan for goals moving forward.
    - Reviewing membership and goals.

ii. TL

- Working on understanding the charges of subcommittees. Spent time talking about membership and structure.

Kathleen suggested TL to use college goals and objectives to help with the focus, what your council needs to be on top of. TL principles are what drives success rates.

iii. GEMQ

- Worked on the flow chart and GEMQs role in prioritization process, reflecting where we stand as a leadership council. Hoping to bring something to EPOC for a process flow chart.
- Discussed strategic and operational responsibilities. Discussion on assessment, making sure SLOs are assessed and whose role is it to make sure assessment is happening. What is the charge of the assessment committee?
- Accreditation survey discussed.

iv. RDAS

- Established a physical/life science renovation committee.
- Waiting for May revised budget, next steps.
- Hoping for August funding timeline to move forward.

❖ Need charges spelled out for all sub committees. Need the layout and focus of subcommittee as well as the charge. Need to be able to publish it and be transparent.
❖ Expectations are listed in the goals and strategies.

VII. Other – Open Forum

- Debbie:
  With the latest information from Cameron Kaiser that colleges can proceed with normal restrictions do we know what to expect?
  - Does not impact summer. Continue to evaluate for the fall. We will continue to follow the direction from Governor and follow state restrictions that mirror the county. Riverside county is committed to following the state.

- Chancellor set up taskforce to begin to examine re opening the campus. Proceed under Chancellor and Board of Trustees. Some may happen over the summer. Certain programs in hybrid form. Three colleges are leading the charge of re-opening. Nothing has changed yet.
- Will faculty be allowed to use their office? There is a current procedure with providing legitimate reason for need. Will begin to think about whether allowing faculty to enter offices.
- Plan is to hold hybrid labs with appropriate social distancing protocols.
- President's open office hours: students participated during the first few weeks, has slowed down. Will try one in the evening Thursday at 6:30pm. This will be a non-zoom setting.
- Office hours are not recorded but all questions raised are posted on RCCD website.

Next EPOC meeting June 8, 2020

VIII. Adjourn – 3:56pm

Minutes submitted by Melinda Miles