

*RIVERSIDE CITY COLLEGE*  
*Resource Development & Administrative Services Leadership Council (RD&AS LC)*  
*May 16, 2019*  
*12:50-1:50 p.m.*  
*DL 409*

*Chair: Tucker Amidon, Faculty*

*Co-Chair: Chip West, Administrative*

*Co-Chair: Stephen Ashby, Staff*

**Voting Members Present:** Tucker Amidon, Stephen Ashby, Amber Casolari, Greta Cohen, Nathaniel Dominguez, Natalie Halsell, Mehran Mohtasham, Paul O'Connell, Kimberly Reimer, James Rocillo, Ward Schinke, Patrick Scullin, Leo Truttmann, and Chip West.

**Non-Voting Members Present:** Angelina Alcantar, Sandy Baker, Moninca Delgadillo, Bill Manges and Liz Tatum

**Call to Order**

The meeting commenced at 12:54 p.m.

**Approval of the Agenda**

Paul O'Connell motioned and Natalie Halsell seconded approval of the agenda. **Motion carried.**

**Approval of the April 18, 2019 Minutes**

Nathaniel Dominguez motioned and Paul O'Connell seconded approval of the April 18, 2019 minutes. **Motion carried.**

**Association of Latin Advocating for Student Success**

Two weeks ago in PLT, we had a group meet and talk about creating a new association made up of faculty, staff and students to get together around infinity groups and like associations. The goal for this group is to achieve equity. PLT recommended their funding request come up through strategic planning and recommended they start with RD&AS LC. This could be a launching pad for other groups that might want to form on campus. We can generate questions and ideas. Is there a list of resources? The list has not yet been created. They are trying to create a foundation for scholarship opportunities. The group needs to think through what resources are needed and RD&AS would need to weigh in. This is going to serve as a base model for other organizations so we want to make sure we get as much input. Monica Delgadillo would like to invite the council to provide feedback. These requests need to come through the program review process and voted on through the formal process. Might be good for this organization to process map areas that support Latinx students like La Casa and Puente and how this group will fill the gaps. During the next meeting, Association of Latin Advocating for Student Success group can present this gap analysis and bring back as a presentation. If this is going to be successful, it needs to be housed somewhere.

### **Parking**

Bobbie Grey came to today's meeting to propose a parking committee be approved where decisions are recommended. She provided a handout with suggestions. Clarification was given that District has a parking committee chaired by the Chief of Police. They discuss policy related items. They do not talk about striping, EV stations, and circulation on campus. That authority rests under physical resources. We should create this subcommittee under Physical Resources that would focus on the nuances of parking.

A food committee will be included under Physical Resources (PRC) as well as a Sustainability Committee. Could PRC include these discussion topics in their own charge? PRC should be limited to construction projects and this subcommittee will have enough work to be on its own. This summer, we can look and map out operating procedures and members. If there are other subcommittees that need to be included, co-chairs can put together and present in the fall. We can make recommendations to Senate but, they must approve membership for inclusion.

### **Proposal for Master Calendar Changes (2019-20)**

The handout provided is currently recording what meetings happen and when. The hope is to adopt this proposed schedule over fall or sooner. This will become the master calendar of when meetings meet with expectation that this can be implemented by spring 2020. The current issue is we are running into proliferation of meetings and so many college hours. The hope is when we have retreats, we can get consistency. Most department meetings will meet during the same college hour college-wide. This is conceptual and information on where we are heading. It might be good to have all subcommittees under RD&AS meet on the same Thursday. Workgroups can be on Tuesday. We would need to make sure approvals flow into EPOC in a good amount of time. Eliminating overlaps and conflicts is the main idea for this proposal.

### **Student Equity Plan**

This is an information item. This could have implication of resources. Not going through program review for resource requests. Goes through SASLC to EPOC.

### **Strategic Enrollment Management Plan**

This plan needs to include strategies and processes and feed into enrollment management. This is going through Teaching and Learning Council today then EPOC for approval. It will inform Accreditation. This is an activity the college is setting itself up to do and can measure itself. Priorities should be made clearer in the document, Leo recommended. Emphasis is more on student success. Email Tucker with any feedback.

### **Accreditation Standards III Update**

The standards are being updated. Our internal goal is July 1 to have all sections finalized and submitted. All of the information will come here in fall. Standard III & IV goes tomorrow for review at the Steering Committee. They will go page by page for feedback and comments.

### **Vision for Success NOVA Goal Alignment**

The State has come out with a Vision for Success. As RCC/RCCD develops goals, NC and MVC, can align. We are having to re-tweak our existing goals to align with the State Chancellor's Vision for Success. If you compare to last month's documents, you will see percentages are in alignment, but numbers may be a little different. Our numbers have to match State. Goals were presented at the April Board meeting and there was some contention. All three colleges approached the homework differently. The other two colleges now have to lift their goals. Ours were fine. We need to be in better alignment with other colleges and need to communicate with other colleges as we all go through the same process.

### **Committee Reports**

Financial Resources Committee- The committee met and went over the grants process to get feedback back to Grants on the intake and pre-post award process. Also discussed was how we are handling the unknown of the state funding model and budget process here at the college. The May Revise came out on the same day of the meeting.

Human Resources Committee- The committee has focused on the request from EPOC to combine management and faculty professional development plans to make them align with each other. They talked about synthesizing all plans. Tucker had some additional notes and so they decided they would send out a campus survey and use the results to write the addendum. A merged document needs to come to this group in early September. Out of the Professional Development plans came the initiative for the Professional Development Coordinator. The position is approved and Natalie is serving as interim. Sandy Baker provided Natalie links of sample websites that was sleek for the Human Resources documents/plans.

Physical Resources Committee- The committee is seeking approval to add four EV charges by lower campus lot. Existing budget can be used. The Council can do an email vote with the specific proposal. Mehran provided an update on the summer projects scheduled; Greenhouse, remove tile from Quad, parking lot E asphalt repair, scheduled maintenance- four elevators replaced and programming will start for the first phase of Master Plan. There are discussions happening now of taking old assessment and making it the Fine and Performing Arts Engagement Center. This center came out of strategic plan last year, but walls cannot be taken down at Stover as they are load bearing. The Chancellor has started talking about GO Bond. 62% of Riverside is in support of the bond. It would either go in November or March of 2020. RCCD is pushing for March. Another study will be done in August/September to back up our decision to move forward.

Technology Resources Committee- The committee did not meet.

The meeting adjourned at 1:55pm.