

President's Leadership Team Report

August 5 and 12, 2020

FeRita Carter
Vice President, Student Services

Carol Farrar
Vice President, Academic Affairs

Kristine Di Memmo
Interim Vice President, Planning & Development

Chip West
Vice President, Business Services

Gregory Anderson
President



Guests: Guided Pathways Coordinator Monique Green, Counselor,

Professor Green and Interim Vice President Di Memmo presented the scaling of the Guided Pathways [Plan](#) and how the framework serves as a mechanism to embrace and instill equity-minded practices in all areas of the College, both for students and the faculty and staff. The plan is directly aligned with the [10-point plan to address Anti-Blackness on Campus](#) removing institutional barriers and creating an inclusive and culturally affirming learning environment.

PLT reviewed the following information items:

Feeding Hungry Tigers Initiative

More than 45 members of the faculty, staff, and administration have volunteered to participate in the Fall 2020 Feeding Hungry Tiger Grab and Go Bag initiative. Distributions will begin on Wednesday, August 19 and be held every Wednesday from 9:30-11 am (or until supplies last) during the Fall 2020 semester.

Grants Update

The Grants office is developing protocols that enable faculty, staff, and administrators to view submitted, pending, and awarded grant submissions. These protocols will also include details on considerations of additional facilities or college future investments and how any potential grant aligns with the Guided Pathways framework and College strategic goals and priorities.

Currently, the College is awaiting a response from funding agencies on the following proposed grants:

- CARES Act - Library Electronic Database
- Title V - Professional Development focus
- SSTEM - Chemistry Student Scholarships
- NSF Grant - Social Sciences Economics focus (submitted 8/4)

Current grant submissions:

- DoD - Chemistry and Astronomy equipment - due 8/28
- NEH - CA Arts Council - Social Justice Center - due 9/1
- NSF HSI - IUSE - Innovation of Undergraduate STEM Education. Focus on Data Analytics, CCERT and relationship with UCR - due 9/15
- Active Minds - Focus on Mental Health - due 9/30

Recently Awarded Grants:

- TRIO – Disabled Student Support Services = \$261,888
- TRIO – Student Support Services (General) = \$261,880
- TRIO – Veterans Student Support Services= \$261,888

TRIO is a federal outreach and student services program designed to identify and provide services for individuals from disadvantaged backgrounds. TRIO consists of eight programs targeted to serve and assist low-income individuals, first-generation college students, and individuals with disabilities progress through the academic pipeline from middle school to post baccalaureate programs. TRIO also includes a training program for directors and staff of TRIO projects, and requires regular performance reporting. Congratulations to Cecilia Lusk and Rachel Weiss on their hard work to secure these grants.

District Grants Office Support

With the changes at the District office, especially in light of Jeannie Kim's appointment to Interim Vice Chancellor of Educational Services, the District's grants team has provided clarification on their role to the colleges. This clarification describes the processes and procedures and additional support that the District's Grants office will provide colleges to ensure that both grant development and grant implementation are efficient and effective.

Vice President Program Reviews

Interim Vice President Di Memmo provided information on deadlines for the Vice President program reviews, and an overview of the prioritization process that will occur in the fall.

Fall return to campus

Informed by the [RCCD Taskforce for Safe Return](#) recommendations and approval secured for the District from the County, RCC is able to provide face-to-face laboratory and practical skills training for the STEM and STEM-based CTE programs that contribute to the preparation of essential workers that are vital for the economic recovery of our county.

Even within those approved critical workforce sectors, the College is making every effort to limit on-campus laboratory instruction. By limiting the number of students on campus in labs, risk is reduced for students, faculty and staff. The president has reiterated with the administrative team that the safety and well-being of employees and students is our number priority. The president has asked that all managers keep finding ways to reduce risk and ensure that the highest standards are maintained.

PPE Inventory Update

Vice President West provided PLT with a PPE inventory and update for distribution in anticipation for resuming fall operations. Sean DiSalvio, college safety coordinator, will be RCC's point person coordinating collection/distribution of all PPE to departments throughout the college. PPE requests for RCC's operations should be sent to sean.disalvio@rcc.edu.

Faculty Hiring

RCC will welcome 36 new full-time faculty members this fall semester. We would not have been able to accomplish this without the tireless support of all those who contributed to these successful searches. Our thanks go out to our department chairs who collaborated to refine job postings with an equity lens and to subject matter experts and search committee members who gave of their valuable time. More details are forthcoming about the newest members of our Tiger family.

Fall Professional Development Days (Flex)

President Anderson sent a message to faculty and staff with an invitation to participate in the Fall Professional Development Days (Flex) August 19-21. The message included compliments to RCC community for prompt response to the pandemic and transition to online instruction, the full implementation of our GP initiative in this academic year, and a renewed commitment to equity.

Enrollment Management

Fall enrollments across the district are showing a slight decline relative to previous years; RCC is no exception to the trend. Deans and department chairs have been:

- analyzing enrollments
- adding sections where possible to meet student demand
- coordinating with Admissions & Records for targeted messaging to students about enrollment opportunities
- identifying lowly enrolled sections for marketing purposes.

Our Admissions & Records team is a strong partner in managing enrollment efforts; enabling connections with students via text messaging. Business Services has also been tireless in facilitating marketing and social media efforts. To that end, the marketing team mobilized quickly a media blitz, including radio advertisements that will reach a massive audience throughout the Inland Empire.

Faculty are reminded that this will be a challenging semester for students to add classes. PLT thanks faculty members in advance for their attention to student requests to enroll. If it is pedagogically sound, many of our waitlist needs can be met if faculty are willing to provide access to just one more student.

Informational Report to CCCCIO

VP Farrar reported that the statewide CIOs were asked to participate in an informal survey of spring 2020 enrollments and the impacts of COVID.

PLT considered the following policy items:

Proposed ASRCC Drive-through Event

For the time being, the College remains closed to rentals and other external activities. Only a very limited number of requests, such as the Feeding America event this summer, have been provided approval for special events. Another request that will be granted is for the Associated Students of RCC to distribute care bags with essential goods. This and other student-focused support will be considered together, and a process developed to allow distribution to happen safely for participants.

RCCD Institutional Data

As the pandemic exacerbates economic hardships and disproportionately impacts our populations of color, RCC must accelerate efforts to reform our practices and policies so that more students succeed. In order to address these needs, the California Community Colleges Chancellor's Office, with the Aspen Institute, provided District-wide RCCD data as an effort to support and advance our student success and equity work.

Higher Education Guidelines for Athletics

The determination of when RCC sports competition will begin depends on the determination of the CCCAA board and public health guidelines. The guidance below will inform athletics decisions for all institutions of higher education (IHEs):

- The College will adhere to the general guidance for institutions of higher education related to isolation and quarantine of individuals who test positive for COVID-19 and close contacts of those individuals.
- Competition between teams without spectators is permitted to begin only if IHE can provide COVID-19 testing and results within a 72 hour period in advance of competition in high contact risk sports.
- Athletics departments have considered how best to secure reasonable assurance that the same risks have been adequately considered and addressed by other teams. This includes consideration of how to share testing results and related safety assurances to opposing teams before the start of an event in a manner consistent with applicable health information and education privacy laws.
- In conjunction with local public health officials and contact tracers, schools must have in place a mechanism for notifying other schools should an athlete from one team test positive within 48 hours after competition with another team.
- Athletics departments, in consultation with institutional leadership, must evaluate the availability of, and accessibility to, local contact tracing resources. Where the availability of local contact tracing resources is inadequate, schools must train on-site personnel or procure contact tracing resources.
- Staff who complete formal training in contact tracing can be an invaluable resource with respect to institutional risk-management efforts and resources. This guidance is interim.
- These guidelines and considerations are based on the best available public health data at this time, international best practices currently employed, and the practical realities of managing operations; as new data and practices emerge, the guidance will be updated.
- Additionally, the guidelines and considerations do not reflect the full scope of issues that collegiate athletic programs will need to address.

Budget Update

PLT continued to review the state budget changes. RCC Business Services staff will be participating in the State Chancellor's Budget workshop on Friday, August 14.

CAADO Parking Structure

VP West provided PLT with the final [report](#) of the District parking structure study which was conducted in February 2020. West also met with faculty from Music and Culinary earlier in the week to go over details/recommendations included within the report. West will include items for consideration within the VPBS strategic plan for 2020.

Chemistry Diagnostic Test

The College will continue to offer the Chemistry Diagnostic Test on August 17, 19, and 21; test times are 9 am, 12 and, 3 pm with a maximum number of ten students per session. Students must make an appointment online through Booking or SARS and must wear a mask for the entire session. There will be temperature checks before entering and hand sanitizer available. Testing will resume in October prior to winter registration (schedule TBD based on demand).

PLT took action on the following items:

Holding Accounts

West provided PLT with an update on RCC's holding accounts. The District Budget Advisory Committee (DBAC) requested each college provide a short and long-term plan for use of existing holding accounts. West provided DBAC RCC's tentative plans for use (attached). This plan is consistent with past strategic planning projects and initiatives approved through the college's shared governance and strategic planning leadership councils.

Path of Life Ministries - proposed partner for the Homeless and Housing Insecure Pilot (HHIP) funding

The Memorandum of Understanding between Riverside City College (RCC) and Path of Life Ministries (POLM) to provide rapid rehousing assistance to homeless and housing insecure students will be signed soon. The College received funding to support this basic needs initiative through the Homeless and Housing Insecure Pilot program funding from the California Community Colleges Chancellor's Office. A formal internal and external intake process is being developed between RCC and POLM.

RP Group Summer/Fall 2020 Survey participation

In an effort to continue to collect and report enrollment data for the college, it was recommended to, and approved by, PLT to move forward with participation in the [CCC Statewide Enrollment Tracking Survey 2020](#). This RP Group survey provides critical information enabling our college to continue making data-informed decisions.