

# President's Leadership Team Report

## June 10, 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*



## PLT reviewed the following Information items:

### **Engagement Centers - Virtual Summer Engagement Calendar**

Each of the Engagement Centers have updated the dates/times for [virtual summer](#) engagement. The student success teams came together to develop a similar experience at each Engagement Center.

### **Laptop Return and Redistribution**

Over this past week, more than 350 students who had checked out computers from RCC's Technology Support Services for use in completing their spring classes began have been returning them. PLT recognizes and thanks Eddie Quintero, warehouse supervisor, Bill Manges, TSS manager, and their respective teams for helping to facilitate this return process for our students. Students needing computers for summer 2020 classes can request a laptop for the summer term by completing and submitting the request [form](#) on RCC's website.

### **U-Pass/Go-Pass RTA Grant**

RCC is working with the Riverside Transit Agency who has applied for a grant that would subsidize 100 percent of fixed-route bus fares for college students participating in U-Pass/Go-Pass agreements from August 17, 2020 through approximately June 30, 2021. As a Go-Pass partner, students at all three RCCD colleges would qualify. RTA has tentative approval of the grant application and expects final approval this month. In preparation for a positive response

## **IELC Trade Tech partnership**

The Inland Empire Labor Council focuses on the expansion of workforce training through a partnership that provides new opportunities to build economic stability for not only the community of Riverside, but the Inland region.

- RCC is excited and ready for social justice change and support for workforce development
- Additional discussions will be scheduled to discuss the partnership, including an MOU to delineate expectations and commitments.

## **Meeting of the Managers**

The PLT discussed the latest Meeting of the Managers, bringing college leaders together to discuss topics including: online learning, student support, strategic planning, student support, program review, college website, and redefining student success. The main focus of this meeting is the need for every manager to consider equity while improving access and providing success.

## **Grants Updates**

The Office of Grants continues to actively search for funding sources that closely align with the College Priorities and Goals, and specific strategies within the Strategic Plan. Dean Weiss continues to explore new opportunities, with some quick deadlines, and encourages consistent dialogue so that RCC does not miss opportunities for funding. Faculty and staff are encouraged to suggest opportunities for exploration directly to Dean Weiss. Current grant applications and other opportunities include the following:

- Cal Humanities - \$20K- with a focus on ASL
- Library CARES - \$100K
- EDA Federal Opportunities (requiring partnership with local counties)
- Navy - submitted certification to serve Navy personnel
- Additional opportunities: College Futures, NEA and CAC - Arts Endowments, gearing up for Department of Defense and Department of Education cycle

## **Inland Economic Growth Opportunity (IEGO)**

Interim Dean Yates and Interim Associate Dean Quigley represented RCC at a virtual meeting of the [Inland Economic Growth Opportunity](#) (IEGO) Sustainable Logistics Working Group on May 29th. Workgroup members represented regional leaders from industry, education, and government. Meeting participants proposed strategies to improve regional pathways to good jobs through improved educational opportunities; focusing on Logistics, Advanced Manufacturing, Cybersecurity/IT, and Green Technology sectors. The possibility of work-based learning opportunities was discussed. RCC CTE will continue to participate with the Workgroup, fostering collaboration between RCC CTE and RCCD's Office of Economic Development.

## CARES ACT - Part I, II and III - Updates

Part I -- Student Emergency Aid funding allocated to RCC is \$5,415,766

- During the first round of application, RCC received 6,494 applications, of those 3,997 students were eligible to receive funding and 2,497 did not meet the eligibility requirements.
- Total amount of funding awarded in the first round (Spring 2020) was \$1,998,500 ( 37% of RCC's total allocation).
- There are \$3,417,266 to be disbursed in round #2 and round #3 if there are remaining funds.
- Round #2 will take place during Summer 2020 for remaining CARES Act Part One (Student Emergency Aid) funding.
  - Application period is: June 15-26
  - Application Analysis: Week of June 29
  - Estimated Disbursement: July 9

Part II -- Institutional Support funding allocated to RCC is \$5,415,766

- Funds can be used for:
  - Emergency aid to students (above and beyond that identified above)
  - Support for students to support eligible expenses under a student's cost of attendance, such as course materials, technology, health care, childcare, food, and housing.
  - Refunds to students for housing, food, and other fees, as well as reimbursement to colleges for refunds given to students
  - Costs associated with significant changes in instructional delivery, such as:
    - Professional development, mentoring, support for faculty/staff
    - Hardware, software, technology licenses, and other technology to enable students to transition to online classes and services
    - Development/expansion of remote learning programs
- EPOC/ASC, along with additional members in Integrated Academic Support, Counseling, and Professional Development served to identify institutional priorities associated with the CARES ACT Part II and Part III funding. Each member volunteered to participate or lead the conversations within five different workgroups (Academic Support, Service Area Support, Facilities and Safety, Institutional Technology and Software, and Student Resources and Teaching).
- The Institutional priorities from each workgroup were combined into one document, with a discussion about similar items that crossed over into multiple workgroups. Estimate costs were added to each item for the overall budget allocation.
- The District had COVID-19 related expenses that were allocated to the three colleges.
- The workgroups recommended items to include:
  - Providing laptops and mobile Wi-Fi hotspots for our students, and also providing drive-up Wi-Fi in the Parking structure, in the Parking lot of Kane, and in Parking Lot E by Automotive.
  - Substantial support was identified for Student Care Packages (which include Facemasks, earbuds, webcams, school supplies, vouchers for food and housing, as well as other items).

- Additional support identified for Integrated Academic Support in the General LRC, Writing Lab, Math Lab and additional embedded tutors and Student/Peer support. Also included is the development of videos for students on the “how-to” of online education at RCC.
- Safety needs including PPE, plexiglass, safety supplies, handwashing and hand sanitizing stations, kiosks and outdoor spaces, along with campus signage.
- Professional Development for faculty and staff.
- Technology and software updates – including Live Chat and ChatBot expansion, a replacement for CI Track for attendance tracking, discipline specific software, and investment in online electronic resource databases for free textbooks and resources for students.
- Converting classrooms to support online learning.
- Staff support for response with technology, facilities and the remote learning environment.

Part III-- Minority Serving Institution (MSI) funding allocated to RCC is - \$687,281

- Funds can be used for:
  - Defray institutional expenses, which may include
    - Lost revenue
    - Reimbursement for expenses already incurred
    - Technology costs associated with the transition to distance education
    - Faculty and staff training and payroll
  - Expand remote learning programs
    - Build IT capacity
  - Provide additional emergency aid to students (above and beyond that identified above) for eligible expenses under a student’s cost of attendance, such as:
    - Course materials
    - Technology
    - Health Care
    - Childcare
    - Food and Housing
  - This allocation was included in the total funding recommendations made in Part II.

# PLT considered the following Policy items:

## Budget Update

PLT discussed the various financial decisions presented to the Board of Trustees at the Regular Board Meeting on June 16.

- The new ERP Agreement was presented. Implementation is expected to take 1-5 years for complete integration, at a cost of approximately \$11 million.
- The BAM – Phase 2 of the updated Budget Allocation Model was also presented to the Board of Trustees. This update provided for:
  - Validating the discipline cost per FTES data; determining the base year and applying an escalation factor to derive the FY 20/21 rate
  - Identifying entity special programs
  - Determining beginning balances per college
  - Treatment of the 5% contingency reserve
- RCC's Greenhouse Project was taken to the Board and the construction contract was awarded.
- Tentative Budget for FY 20/21 was presented to the Board for review. It was also noted that RCCD's adoption of the Final Operating Budget for FY 20/21 will be completed at the October Board meeting. This timeframe has been extended due to state budget concerns related to the COVID-19 pandemic. The following are a few of the noteworthy items reported:
  - Possible State Budget reductions were conveyed as shown in the Chancellor's Office May Revise including elimination of almost all planned increases to ongoing funding; COLA and growth funding, Base Apportionment Funding; a reduction in Strong Workforce funding and a possible reduction in the SEA program funding.
  - Elimination of all one-time funding proposals, including deferred (scheduled) maintenance.
  - The May Revise also sustains support for two years of free community college fees; Student Success Completion Grants, EOPS and DSPS programs at the current funding levels; includes \$10 million of funding for immigrant legal services and includes capital outlay project funding (which includes funding for the RCC Physical Sciences/Life Sciences Renovation Project - \$27.36 million).

## Community Relations Program

District Strategic Communications is creating a Community Relations master calendar with events, meetings, activities of organizations in the RCCD service area - civic, service, foundation, and clubs with a goal of providing opportunities for College/District representatives to attend. Within the Community Relations program:

- A quarterly presentation for College representatives to use when presenting to these organizations will be produced
- A list of organizations within the District that College and District leaders should be associated with either as a member or occasional attendee will be developed
- Assignments of organizations the president, vps, deans, directors, and other college representatives currently serve on

## **Equity Leadership Alliance**

RCC, along with the other two colleges within the RCCD, is participating in the USC Race and Equity Center Equity Alliance, led by Dr. Shawn Harper. A team of 20 RCC faculty, staff and administrators attended the Equity Alliance kick-off meeting on June 15. Participation in this Equity Alliance provides 12 different e-convenings on topics such as: a focus on integrating race across curriculum, hiring, retaining and supporting staff of color, along with other requests. Each college (sending a different team of five members to each session) will develop strategic action based on each e-convening session. The Equity Alliance will not only give evidenced and practical feedback, but will provide a virtual resource portal and three climate surveys (for students in year one, faculty in year two, and staff in year three).

## **PLT took Action on the following items:**

### **Future PLT meeting time**

Moving forward, PLT will be scheduled to meet earlier on Wednesdays (10:30am - 1:00pm) in order to align with other meeting obligations throughout the District.

### **President's [panels](#)**

VP West and Dr. Anderson provided an overview of the Town Hall evening event held on June 10. Faculty members Wendy Silva and Eddie Perez, along with Dean Kristi Woods joined President Anderson to discuss issues of race, racism, equity, and social justice. Over 100 faculty and staff joined the robust discussion. Subsequent panel topics are being solicited.

### **Managerial responsibilities for athletics program and student life**

VP Carter continues to chair the committee in charge of making recommendations for RCC's next Athletic Director. The committee will be identifying an Interim Athletic Director to begin work on July 1, 2020 until an Athletic Director is hired. As a result of the resignation of the Dean of Student Life, VP Carter will assume the day-to-day management of the Student Life team.