

# President's Leadership Team Report

## October 7 and 14, 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: Educational Advisors** Loren Overbo (Athletics), Kristopher Acevedo (Adult Education), Sharon Walker (Umoja), Rosalina Hernandez (Performing Arts), Timothy Gavilanes (STEM and Kinesiology), Benjamin Vargas (La Casa), Sharice Fox (Career and Transfer).

In the third week of this engagement series, PLT was thrilled to welcome some of the College's Educational Advisors. These individuals and their colleagues, working across campus, provide critical support to students along their path to academic and career success. They focus on actualizing students' strengths and bringing out students' greatest potentials. The VPs and president were deeply impressed with the Educational Advisors' consistent commitment to student access and their focus on strengthening equity in success through completion and transfer.

Some of the themes that emerged from the discussion with these classified professionals include:

- joy of seeing students from start to finish
- critical role in creating equity -- showing that access counts when it leads to success
- strong desire to learn from one another
- opportunity to truly listen and understand strengths and obstacles of students
- strong desire to continue positive features and capacities developed during the Pandemic
- challenging role -- wide range of tasks and roles

## **PLT reviewed the following information item:**

### **Emeritus Wall**

The Faculty Emeritus Wall project began implementation more than 2½ years ago. It was approved by RCC's Academic Senate and PLT last year. This week the long awaited installation in the Quad has begun.

- This project recognizes more than 385 faculty emeriti from RCC(D) as well as provides enough space to recognize more than 250 FUTURE emeriti for years to come
- VP West recognized the contributions of Professors Mark Sellick, Mary Legner, and Kevin Mayse for moving the project forward
- A future event to celebrate this installation is being planned

## **PLT considered the following policy items:**

### **Closing our Enrollment Gap**

Enrollment for fall term 2020 is down significantly and each VP is committed to working on addressing this decline.

- Increasing enrollment in Winter and Spring terms will create equitable access to the excellence that RCC provides
- With this in mind, as well as the need to ensure stable funding for the college, every member of the Tiger family has an interest in building enrollment and serving more students

### **Strategic Planning: Imbedding Transformation in VP Plans**

PLT reviewed the discussions that have occurred at recent meetings of the College's strategic planning councils and at EPOC meetings. Key takeaways include:

- The focus must be on transformative action
- Positions and other complex requests can be prioritized when part of a comprehensive approach and with fully developed parameters, such as the draft of a job description
- Feedback on the VP Plans continues to strengthen and refine resource requests, leading up to prioritization on October 30

### **Budget**

Colleges were asked to assess their unique programs (defined as only being offered at one college) and begin to look at reasons for costs within disciplines.

- RCC has the largest number of unique programs in the District.
- Staff will work over the coming weeks with Academic Affairs to identify components and expenses that increase costs for certain disciplines
- Documentation of these high costs disciplines will help ensure that RCC receives appropriate funding
- District-wide discussions will occur at [District Budget Allocation Committee](#)

### **Cashiering Report**

RCC Business Services staff provides a weekly report to the District office staff on accounts receivable/outstanding balances of students at the college.

- During COVID-19, student payment rates, especially non-resident, have declined significantly
- RCC is working closely to provide information to students so that they can pay their account balances and enroll in future semesters
- District staff recently approved a new “partial payment feature” which will allow students to pay down their account balances going forward

### **Supporting Student Technology Needs**

The College continues to increase capacity to meet student technological needs.

- RCC purchased an additional 150 hotspots for student use
- With a focus on serving students most in need, PLT provided the TSS department with a list of students who were vetted and qualified to receive the hotspots
- The hotspots have been cataloged and prepared for distribution to our students next week
- An additional 600 laptops will be purchased through CARES Act II funding to meet current demand and ensure full-strength upon safe return to campus
- The RCC Library team has agreed to support the centralized management and distribution of laptops to students and is currently identifying appropriate protocols to institute this plan

### **Onsite Classified Employee Recognition**

On Tuesday, October 27, and Wednesday, October 28, the President’s Leadership Team members will recognize classified professionals who have been working onsite during the pandemic onsite at a exciting (and safe!) recognition event.

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

### **Event Requests**

The desire to host events and activities to socially engage our students is understandable. Unfortunately, however, the campus has not fully reopened. Until Riverside County is out of the RED tier, only on-campus drive-through event requests will be considered.

### **Distributions to Students in College Categorical Programs**

PLT approved the request by CARE, NextUp, CalWorks, EOPS, Upward Bound, TRiO, and Foster Youth Services to distribute gas and grocery cards based on a thoughtful and safety-conscious plan.

### **Distribution to Theatre Students**

PLT approved the Theatre program to distribute lab materials needed for THE-41 and THE-44 courses. Students and faculty will follow guidelines outlined in the Safe Return to Campus plan.

## **Director of Education Pathways and Partnerships**

During the 2018-19 prioritization cycle, the College approved a new position to strengthen RCC's relations with, courses in, and pathways from our local schools. The job description for this position is now being reviewed and reconciled with similar positions in the District. Once the reviews are complete, the position will be posted. Further information will be included in the current VPAA plan.

## **Meeting of the Managers**

College administrators and other managers met this week with a primary focus of: Delivering on our promise - Equity through enrollment. Topics included:

- website launch
- marketing campaign
- classified staff participation in strategic planning/funding
- professional development/ evaluations processes
- Associate Faculty Recognition week
- strategic planning – prioritization
- inescapable student support - guided pathways
- ongoing safe return to campus - current issues and planning for Winter and Spring

## **Supporting Student Textbook Needs**

PLT reviewed data provided by Follett (RCC Bookstore) for the Fall 2020 semester and approved the use of CARES Act funding to cover the shipping cost of student textbooks for Winter 2021 and Spring 2021.

## **Equity Training Series**

PLT approved a new equity training program to be coordinated by RCC's Professional Development Coordinator, Natalie Halsell.

- This program, tentatively scheduled for November 23, is an opportunity for faculty, classified professionals, and managers to learn concrete, practical techniques on how to create culturally competent and responsive environments.
- It will feature Lee Mun Wah from Stir Fry Seminars, an internationally renowned Chinese American documentary filmmaker, author, poet, Asian folk teller, educator, community therapist and master diversity trainer.
- Participation is limited to 100 individuals. More information will follow.

## **State of the College**

The State of the College will be held during FLEX day on February 5, 2021.