

Additional Information supporting requests in the Vice President Student Services Plan regarding positions in Veterans Resource Center:

<u>Title - Increase from PT to FT</u>	<u>Grade</u>	<u>Step</u>	<u>FTE</u>	<u>Salary</u>	<u>Extra Pay</u>	<u>FC</u>	<u>H&W</u>	<u>Total</u>
Adiministrative Technician	I	2/3	0.475	34,576.20	600.00	2,216.10	-	37,392.30
Adiministrative Technician	I	2/3	1	72,792.00	600.00	28,850.40	32,559.40	134,801.80
Difference in Cost				38,215.80	-	26,634.29	32,559.40	97,409.49
<u>Title - New Position</u>	<u>Grade</u>	<u>Step</u>	<u>FTE</u>	<u>Salary</u>	<u>Extra Pay</u>	<u>FC</u>	<u>H&W</u>	<u>Total</u>
Adiministrative Technician	I	3	0.475	36,001.20	-	2,268.08	-	38,269.28

Additional information supporting requests in Vice President Academic Affairs Plan regarding positions in the School of Nursing:

Associate Dean of Health Related Sciences Position

Rationale:

Historically, the SON had an Associate Dean to support increased enrollment at an off-site location as required by regulatory body. Once the grant had ended and the off-site location reintegrated with the main campus this position was disbanded. With continued growth of all SON programs, and the addition of the Anesthesia Technology and Public Health programs, this position is a strategic necessity for program growth and student success. In the last 2 years, there has been a 15% increase in the ADN/RN enrollments, 15% increase in VN enrollments, and a 40% increase in Certified Nursing Assistant enrollment to meet the needs of our community. The School of Nursing also has ADN-to-BSN Concurrent Enrollment Programs with two California State Universities, Fullerton and San Bernardino. In addition, there are requirements and oversight that must be met by four regulatory and three accrediting bodies.

This dedicated leadership position will provide focused administrative oversight, facilitate curriculum development and regulatory and accreditation efforts, enhance clinical partnerships, and directly support faculty and students within a high-demand and critical healthcare field. The BRN requires programs to have an Assistant Director and this is currently being fulfilled by the ADN Department Chair, however, the Assistant Director duties are not currently outlined in the collective bargaining agreement. This adds additional workload to this role. This dual role ensures efficient program management and strengthens the SON's capacity to produce highly qualified nursing professionals.

Historically, the School of Nursing maintained an Associate Dean position to support expanded enrollment at an off-site instructional location, as required by regulatory agencies. When the grant funding ended and the off-site program was reintegrated into the main campus, the position was dissolved. However, the landscape of the School of Nursing has changed significantly. With sustained growth across all academic programs and the addition of the Anesthesia Technology and Public Health pathways, reinstating this leadership role is no longer optional—it is a strategic imperative for continued program expansion, regulatory compliance, and student success.

Over the last two years alone, the SON has experienced substantial enrollment increases: a 15% rise in ADN/RN admissions, a 15% increase in Vocational Nursing enrollment, and a 40% surge in Certified Nursing Assistant students to meet regional workforce demand. The School also maintains ADN-to-BSN concurrent enrollment partnerships with two California State Universities—Fullerton and San Bernardino—further expanding program complexity and oversight. The health programs have oversight by one of four regulatory and three separate accrediting bodies, each requiring meticulous documentation, curricular updates, faculty support, and continuous quality improvement.

Re-establishing this dedicated Associate Dean position will ensure focused administrative leadership, strengthen curriculum development efforts, enhance compliance with regulatory and accreditation standards, deepen clinical and community partnerships, and provide targeted support to faculty and students across our expanding portfolio of programs. While the BRN requires an Assistant Director, this responsibility is currently assumed by the ADN Department Chair—yet the Assistant Director role is not defined within the collective bargaining agreement, resulting in significant additional workload without structural support. Restoring the Associate Dean position aligns leadership responsibilities with regulatory expectations, stabilizes program operations, and enhances the School of Nursing's capacity to continue growth while preparing a highly qualified, practice-ready nursing workforce for the region.

Department Specialist, Nursing

Rationale:

The Student Enrollment and Success Team is essential to advancing Riverside City College's mission and its commitment to the Guided Pathways Framework, student equity, and comprehensive student success. Within the School of Nursing (SON), this team provides highly specialized expertise that directly supports recruitment, application processing, admissions management, program onboarding, and ongoing student navigation—functions that are foundational to meeting both college-wide and SON-specific goals.

Currently, the SON relies on three Nursing Department Specialists to manage these critical responsibilities. However, only one of these positions is funded by the college; the remaining two are sustained solely through grant funding that will expire in 2026, with no eligibility for renewal. Without institutional support, the SON will face an immediate and significant reduction in its ability to manage applications, coordinate admissions cycles, and guide students through multiple high-demand academic pathways.

The data clearly illustrate the scale and urgency of this need. Over the past two years alone, the two grant-funded Program Specialists have processed *3,940 applications* across the SON's rapidly expanding programs:

- **ADN/RN:** 1,885 applications
- **Vocational Nursing:** 386 applications
- **Nursing Assistant (NATP):** 1,372 applications
- **Anesthesia Technology:** 297 applications

Application volume continues to grow—particularly in NATP, VN, and Anesthesia Technology—reflecting both workforce demand and RCC's strong reputation in health sciences education. The SON has expanded significantly over the last five years, adding new pathways, increasing cohort sizes, and strengthening partnerships with CSUs and regional healthcare systems. During this period of rapid growth, the School has sustained these essential enrollment positions through temporary grant funding. That model is no longer viable.

To maintain compliance, ensure equitable access, and support RCC's continued program growth, the college must assume responsibility for at least one of these critical positions. Without dedicated enrollment specialists, the SON risks bottlenecks in application processing, delays in admissions decisions, reduced support for prospective students, and potential barriers to meeting regulatory and accreditation obligations tied to enrollment management.

Investing in this position is not simply a staffing decision—it is a strategic commitment to Guided Pathways, to student equity, and to sustaining RCC's role as a leading healthcare workforce pipeline for the region.