



Vice President of Academic Affairs 2024-2025 Program Review Summary

Updated 09/12/2024

To review the full VPAA Prioritization Nuventive plan [click here.](#)

VPAA 1:

Associate Dean for Languages, Humanities, and Social Sciences Division

The LHSS Division is by far the largest academic division, offering about 1,500 sections annually and generating 2,590 FTES (Fall 2023) or 36.9% of RCC's F23 FTES target. For comparison, the next largest division, STEM-K, generated 1,700 FTES (F23) or 24.3% of our F23 target. This means that STEM-K as the second largest academic division is about a third smaller than LHSS. For further comparison, LHSS's annual FTES is approximately 80% of our sister colleges' individual annual FTES generation. The nearly 200 full- and part-time faculty and multiple programs under LHSS (Honors, WRC, Community Action Leadership Academy, Administration of Justice Internship program, plus the anticipated growth of Ethnic Studies and Communication Studies (new CalGETC requirements), require equitable administrative attention to ensure we serve and support the constituents of the area equitably and effectively.

Requesting an Associate Dean for LHSS to support the LHSS Dean of Instruction to meet the needs of students (enrollment management (access), transfer/goal attainment (success), and FTES target generation and productivity).

Resources Needed	Resource Category	Funding Source	Amount
Associate Dean of Instruction	Administrative Position	General Fund	\$240,000
Office Space	Facilities/Space	General Fund	\$
Office Furniture/Equipment	Furniture/Equip	General Fund	\$20,000
TOTAL			\$260,000

Goal Mapping

1.0 Student Access	2.0 Student Success	3.0 Institutional Effectiveness	4.0 Resource Development and Allocation	5.0 Community Engagement
		3.3, 3.4, 3.5	4.4	

VPAA 2:

Support for Math Learning Center

Math Learning Center – Expanding Services to Students by Extending Hours of Operation

Research on the MLC indicates that students who spend more than 18 hours per semester in the MLC have a greater success rate in their math courses, and new AB 1705 mandate for STEM students to begin math at the Calculus I level will require students to have access to much support to help them succeed. The MLC needs to extend its hours of operation, expanding to evenings and Saturdays to better meet the needs of our students and their schedules.

Requesting an additional part-time (19.5 hours) Learning Center Assistant to expand our hours of operation into

weekday evenings and Saturdays. Position to cover M – Th 5 – 8 pm and Saturdays (~9 am to 4 pm).

Expanded hours of operation will also require additional funding for math tutors. Requesting \$50,000 in additional tutoring funds for math.

Resources Needed	Resource Category	Funding Source	Amount
Learning Center Assistant (PT)	Classified Professional	General Fund	\$60,000
Tutors	Student Workers	General Fund	\$50,000
TOTAL			\$110,000

Goal Mapping

1.0 Student Access	2.0 Student Success	3.0 Institutional Effectiveness	4.0 Resource Development and Allocation	5.0 Community Engagement
	2.1, 2.2, 2.4, 2.5 & 2.6			5.1

Guided Pathways Pillars 3 (stay on the path) & 4 (ensure learning)

VPAA 3:

Educational Partnerships – Growing Dual Enrollment through Outreach

Outreach Specialist

Our CCAP/Dual Enrollment program has experienced tremendous growth, inundating RCC's Outreach Services team. To meet our Strategic Plan's objectives to grow CCAP 5% each year as well as to meet the CCCCO's Vision 2030 strategic directives action item 1.1.a (and move toward fulfilling the goal of every high school student completing 12 or more units of college credit), the Office of Educational Partnerships is seeking an Outreach Specialist to serve as a liaison between RCC and the community and to provide to students and families within our local K – 12 school districts up-to-date information pertaining to our programs and services, facilitate outreach workshops, host community and K-12 activities, and provide campus tours.

Resources Needed	Resource Category	Funding Source	Amount
Outreach Specialist	Classified Professional	General Fund	\$100,000
Office furniture/equipment	Furniture/Equip	General Fund	\$25,000
TOTAL			\$125,000

Goal Mapping

1.0 Student Access	2.0 Student Success	3.0 Institutional Effectiveness	4.0 Resource Development and Allocation	5.0 Community Engagement
1.4				5.1

Pillars 1 (clarify the path) & 2 (enter the path)

VPAA 4: Chemistry Part Time Lab Technician

The Chemistry department stockroom currently has two full-time lab technicians and needs additional personnel to sustain a safe learning and working environment. The lab technicians are currently working above capacity and an additional lab technician would increase stockroom productivity and work flow. According to the American Chemical Society (ACS) guidelines for two-year colleges, “one full-time lab technician per four full-time (or full-time equivalent) chemistry faculty members is recommended.” Additionally, the guidelines explicitly state “part-time and student help are not adequate substitutes for full-time lab technicians.” As of Spring 2024, the department is staffing 10 full time + 6 part time faculty. Based on FTE taught by part-time faculty, this would equate to approximately 13.6 FTE which would leave us short by one lab tech according to the ACS guidelines.

Section 4.3

<https://www.acs.org/education/policies/two-year-college/guidelines/faculty-staff.html> (X)

Resources Needed	Resource Category	Funding Source	Amount
Lab Technician (PT)	Classified Professional	General Fund	\$40,000
TOTAL			\$40,000

Goal Mapping

1.0 Student Access	2.0 Student Success	3.0 Institutional Effectiveness	4.0 Resource Development and Allocation	5.0 Community Engagement
	2.1, 2.3			

VPAA 5: COIL/Music Support Staffing

COIL/Music Support Staffing -- Convert a 19.5 hour clerk position to a full-time Program Specialist, Music position.

Due to the growth of the Music Department and the increased number of concerts and outreach activities, a full-time classified professional is needed to coordinate these events and support evening needs for the COIL school for the Arts. The Music Department sponsors over 200 concerts/outreach events annually. These efforts raise the profile of the college in the local community as well as nationwide. It helps with recruitment and enrollment as well as the understanding of the important role RCC plays in Riverside -- City of Arts and Innovation. In total, these events bring more than 10,000 students and community members to campus each year.

We currently have a part-time Program Specialist during the day, but the current position cannot keep up with the volume of work nor address evening performance support needs of the program. A full-time position would reduce overtime and be able to fully cover the needs of the program.

Resources Needed	Resource Category	Funding Source	Amount
Program Specialist	Classified Professional	General Fund	\$125,000
TOTAL			\$125,000

Goal Mapping

1.0 Student Access	2.0 Student Success	3.0 Institutional Effectiveness	4.0 Resource Development and Allocation	5.0 Community Engagement
	2.1 & 2.2			

VPAA 6:

Cosmetology Operations Assistant

Cosmetology Operations Assistant – increase evening PT hours

Increase evening Cosmetology Operations Assistant staffing from 15 hours per week to 25 hours per week to expand weekly operations and increase efficiency. The Operations Assistant provides support to Cosmetology students in their “lab” environment as they practice their skills.

Resources Needed	Resource Category	Funding Source	Amount
Cosmetology Operations Assistant – increase evening PT hour	Classified Professional	General Fund	\$25,000
TOTAL			\$25,000

Goal Mapping

1.0 Student Access	2.0 Student Success	3.0 Institutional Effectiveness	4.0 Resource Development and Allocation	5.0 Community Engagement
	2.1 & 2.3			