



Vice President of Student Services

2024-2025 Program Review Summary

To review the full nuventive plan for this initiative click [here](#).

VPSS #1:

Student Activities Office Staffing

Request \$15k funding for overload for faculty activity clerks to cover winter and summer terms. Request \$65,557 funding to increase the student activities clerk to full-time.

The inclusion of the Full-time student activities clerk duties would be responsible for the oversight of the Student Activities Office, oversee student employees, manage vendor and free speech spaces, process club and organization paperwork, coordinate scheduling activity and event space, assist with visitor information, and provide assistance for major college functions and events

Resources Needed	Resource Category	Funding Source	Amount
Increase for Faculty Activities to serve in Summer and Fall	Classified Position	General Fund	\$15,000
Full Time Student Activities Clerk	Classified Position	General Fund	\$64,557
TOTAL			\$79,557

Goal Mapping

1.0 Student Access	2.0 Student Success	3.0 Institutional Effectiveness	4.0 Resource Development and Allocation	5.0 Community Engagement
1.1, 1.2, 1.3, 1.4	2.1, 2.2, 2.4			5.1, 5.3

VPSS #2

Veteran's Resource Center Staffing

Work with Veterans Resource Center and Division to create an effective model to ensure integrated support. This Veterans Resource Center model should align functionally with RCC's Instructional Engagement Center model.

This area is in need of a director for the VRC to manage the day to day operations, student traffic, budget requirements, student work study team, and manage 2 classified professional (Coordinator / Specialist) with additional support from 1 part-time Counselor and 1 part-time administrative assistant. Riverside City College has the largest amount of Veteran / dependent students within the district (1200 Student Veterans) pre-Covid and over 840. This position would add uniformity and strategic onsite management to an areas of growth that desperately needs it.

Student Veteran numbers are expected to increase in the next 3 to 5 five years by 25%. Setting appropriate Organizational Leadership at the VRC will greatly assist in reaching a broader student base, manage operational budget funds, serve as a liaison to admission and records, and serve as an institutional leader for the district. Recruitment and Outreach to Women Veterans and Dependents will also be ongoing for this center in 2024-25.

Resources Needed	Resource Category	Funding Source	Amount
Veteran's Resource Center Director	Facilities/Space	Grant	\$ 212,896
TOTAL			\$212,896

Goal Mapping

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

VPSS #5

Student Activities Office Staffing\

Acquire and maintain 2 full-time Faculty/Coordinators with enough hours during the summer and winter to provide adequate coverage; acquire and maintain 1 full-time Student Activities Clerk; Acquire and maintain no less than 3 student work-study employees; Faculty coordinators will identify at least one conference or development opportunity that is focused on the development needs of college students including addressing equity gaps, persistence to graduation or transfer, and community college.

The inclusion of the Full-time student activities clerk duties would responsible for the oversight of the Student Activities Office, oversee student employees, manage vendor and free speech spaces, process club and organization paperwork, coordinate scheduling activity and event space, assist with visitor information, and provide assistance for major college functions and events.

Resources Needed	Resource Category	Funding Source	Amount
Student Activities Clerk (from .5 to 1.0) - Part-Time to Full-Time	Classified Position	General Fund	\$80,789
Special Projects for 2 FT Faculty (apprx. 30 hrs for Winter/Summer)	Permanent on-going budget increase	General Fund	\$9,431
TOTAL			\$90,220

Goal Mapping

1.0 Student Access	2.0 Student Success	3.0 Institutional Effectiveness	4.0 Resource Development and Allocation	5.0 Community Engagement
1.1, 1.2, 1.3, 1.4	2.1, 2.2, 2.4			5.1, 5.3

Information Only - No Prioritization Needed:

Full-Time Counselor for EPOS

In coordination with the Counseling Department, request a full-time counselor for EOPS. This position is 100% funded through the EOPS program.

Goal Mapping

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

Information Only - No Prioritization Needed:

Equity/Business Services Initiative-Now Known as Annual Maintenance Plan (Annual) \$40,000 (baseball and softball fields, gym floor, practice field/throws field maintenance, uprights)

The College/District must include a budget with Facilities for grounds and maintenance to specifically address annual field and gym maintenance concerns, along with refurbishment or replacement costs for the gym floor, football field and uprights, baseball field, softball field, Wheelock practice field, track, tennis courts, aquatics complex. Annual maintenance and upkeep was not placed into facilities budget by the District for Riverside City College.