

RIVERSIDE CITY COLLEGE
Resources Development & Administrative Services Leadership Council (RD&AS LC)

March 22, 2021
3:00 p.m. – 5 p.m.
Via Zoom

Chair: Tucker Amidon, Faculty

Co-Chair: Dr. Chip West, Administrator

Co-Chair: Stephen Ashby, Staff

Members Present

Chip West, Tucker Amidon, Stephen Ashby, Amber Casolari, Natalie Halsell, Charles Richard, Elia Blount, Gabriel Rivera, Ismael Davila, Jennifer Lawson, Leo Truttmann, Patrick Scullin, Robert Beebe, Skip Berry, Tonya Huff, and Sydni Marquardt

Guests

Liz Tatum, Paul O'Connell

Call to Order:

3:03 p.m.

Approval of the Agenda

Robert Beebe motioned to approve and Jennifer Lawson seconded. Motion carried.

Approval of February 22, 2021 Minutes

Stephen Ashby motioned to approve and Robert Beebe seconded. Motion carried.

Action Items

IPP/FPP (PRC)

The District and each campus submits an Initial Project Proposal (IPP) (up to 10) every year to modernize or build new buildings. If the state approves your IPP, you can submit one Final Project Proposal (FPP) and compete with other campuses for approval. The Life Science/Physical Science Modernization project is one that was approved and has received funding from the state and is in process. RCC does not foresee getting state money in the next few years unless we get our own bond. The plan now is to keep all of our projects in the FPP and IPP on the first phase of our Facilities Master Plan to see how they score and see if we have an opportunity for future funding. Current projects (in no particular order): Cosmetology, Visual Arts Complex, Advanced Technology, and Martin Luther King Center (renovation).

Motion to resubmit the same projects from last year (Cosmetology, Visual Arts Complex, Advanced Technology, and Martin Luther King Center) to the state for consideration. Charles Richard motioned to approve and Robert Beebe seconded. Motion carried.

Informational Items

Optional Additional RDAS Meeting

We have CARES II, CARES III, HEERF (Higher Education Emergency Relief Fund) II and soon HRERF III funds. Dr. West would like to have a second meeting to discuss the spending of this money when all the documents are available. A doodle poll will be sent out to determine the best time and dates.

Parking Subcommittee Recommendations

The Parking Subcommittee recommendations are for the RCC parking structure to be restriped for faculty and staff use only from the hours of 7am-5pm; the top of the structure should transition to student parking after 5pm (or possibly the whole campus); signage for the new rules will be needed; and additional security for evening students and employees walking between the Fox Theater parking structure and Centennial Plaza.

In regards to security, there is only one escort available, which is not enough. Cosmetology also has security issues as students are walking to their cars at night with expensive equipment in their possession. The council can talk to Police and Safety regarding more security escorts near Cosmetology and the Centennial Plaza on specific days and times.

In current parking policies, student parking is marked in white while staff is marked in yellow. There is a worry that some of these parking recommendations would introduce a different color and different signage. There are also some logistical complications. The council should reach out to the CTA to see if these changes would be a workplace issue.

It was discussed that parking is still a problem in general, especially during the first two weeks. A parking study in 2019 stated RCC has enough parking spaces. Dr. West has put parking counters (to show if a space is available or not) in his prioritization plan for a few years but it has not been approved. The council was very supportive of this idea.

The Parking Subcommittee should send a detailed proposal with what is being requested, what the impact would be, the cost, and what the plan of implementation is to the Physical Resources Committee for approval. Then the proposal would go to RD&AS as an action item. The proposal items should be prioritized and the Chief of Police should be consulted on the proposal.

Budget Update

RCC has a lot of funds (CARES I was \$5.4 million direct aid to students; CARES II was \$5.4 million institutional funds; CARES III was \$694,000; HEERF II was \$24 million (\$5.5 in direct student aid, \$13 million was institutional, \$4 million of indirects) and HEERF III may be \$44 million) to spend on items that align with our strategic planning. The tentative budget from January was good and we are waiting for the May revise. RCC is down 15% in enrollment. The persistence and success of our students in the virtual environment has not been as strong as it is in the face-to-face environment, even though our technology has been improved.

Strategic Planning Update

The comprehensive program review is due. There have been a lot of questions and concerns regarding faculty hires.

Closing the Loop on Funded Initiatives

Dr. West and Dr. DiMemmo met and went over all strategic planning for the past two years. They were able to reconcile a few items. They will report to EPOC in the next two months. It was recommended that people closely connected to the initiative be a part of the assessment and the closing the loop process in the future.

A Conversation with Dr. Bettina Love

This event is happening March 29th from 3-5pm. This is a District-wide collaboration. RCC has 250 spots available. It will not be recorded.

Subcommittee Discussion

Financial Resources: A summary was sent out. Amber presented the FTA Workload Distribution. She recommends that Business Services send this out to deans and department chairs. The form was sent out with the PLT minutes.

Human Resources: HRC is finalizing updates to the HR plan and staffing metrics. The committee spent a lot of time on professional development and updates will be coming to RDAS. They are also looking at equity minded practices, especially in recruitment.

A lot of plans across the campus need updating, but the Resource Request Form is priority right now.

Physical Resources: No further updates.

Technology Resources: TRC has been revising their service agreement and technology plan. Nothing to present yet, but their ideas were presented at ITC and the District wants to follow RCC's lead. The laptop mobile computing initiative is moving forward.

Adjourned: 4:34 p.m.