

**Riverside City College Academic Senate
April 22, 2024 • 3:00 - 5:00 PM • Hall of Fame**

- 3:00 I. Call to Order at 3 pm
Moment of silence to honor the memory of RCC student Danny Villalobos

Roll Call

Academic Senate Officers

President: Jo Scott-Coe
Vice President: Ajené Wilcoxson
Secretary-Treasurer: Micherri Wiggs

Department Senators

Applied Technology: Patrick Scullin (not present)
Art: Will Kim
Behavioral Science: Eddie Perez
Business Admin/IST: Skip Berry (not present)
Chemistry: Leo Truttmann
Communication Studies: Star Romero
Cosmetology: Peter Westbrook (not present)
Counseling: Sal Soto (not present)
Dance and Theatre: Jodi Julian (not present)
School of Education & Teacher Preparation: Emily Philippsen
Economics/Geography/Political Science: Kendralyn Webber
English: Christine Sandoval
History/Philosophy/Humanities/Ethnic Studies: Daniel Borses
Kinesiology: Dennis Rogers
Library: Sally Ellis
Life Sciences: Lisa Thompson-Eagle (not present)
Mathematics: Evan Enright
Music: Steve Mahpar
Nursing: Lee Nelson (arrived 3:57pm)
Physical Science: James Cheney
World Languages: Araceli Calderón

Associate Faculty Senator

Lindsay Weiler (not present)

Ex-Officio Senators

Teaching and Learning LC: Greg Russell (not present)
ASC: Jacquie Lesch
EPOC: Ajené Wilcoxson (interim)
Government, Effectiveness, Mission, and Quality LC: Wendy McKeen
Resource Development and Administrative Services LC: Patrick Scullin (not present)
Student Access and Success LC: Vacant
Curriculum: Kelly Douglass (not present)
Parliamentarian: Sal Soto (not present)

RCCD Faculty Association

Mike Chavez

Administrative Representatives

College President: Claire Oliveros

VP Academic Affairs: Lynn Wright (not present)

VP Business Services: Kristine DiMemmo

VP Planning and Development: Vacant

VP Student Services: FeRita Carter (not present)

ASRCC Representative

Jennifer Shaw (not present)

Recorder of Minutes

Elena Santa Cruz

Guests

Jim Elton, Kinesiology

Rudy Arguelles, Kinesiology & RCCAS faculty representative on the District Safety and Security Committee (DSSC)

- II. Approval of the Agenda
M/S/C: (Enright/Soto) Approve agenda by consensus with amended agenda order. Item IXA moving to VIIB and VIIB moving to VIIC.
- III. Approval of the Minutes: Minutes from 15 April (Tabled to next meeting)
- IV. Public Comments
 - A. Public comments guidelines shared
 - B. No public comments
- 3:10 V. Liaison Reports
 - A. RCCD Faculty Association – Mike Chavez
 - 1. Updates regarding questions from last meeting: Part time IOI lists were maintained by an employee who has left the district. HRER is working on getting the lists to departments. Departments that have faculty with “needs improvement” may be scheduled to be evaluated.
 - 2. An email will come to announce town halls that will held to answer questions regarding the contract rollover.
 - 3. MOU has been signed for FT faculty to receive 16 hours of FLEX for recertification for DE; part time faculty will receive \$750 for the training.
 - B. College President
 - 1. College community is still grieving loss of our RCC student. Psychological Services is offering mental health services for students and employees, possible candlelight vigil is being planned. President Oliveros sent a Riv-all last week and another today to share information about services available. School of Nursing and RCC Library offering resources as well.
 - 2. A senator shared concerns about what information could be shared with her class following the incident.
 - 3. Next Coffee Chat is scheduled for tomorrow at 9am in Hall of Fame.
 - C. ASRCC Representative

- 3:20 VII. 1. Not present to report
Committee or Council Updates
- A. Professor of Kinesiology, Rudy Arguelles, RCCAS faculty representative on the District Safety and Security Committee (DSSC), will share an update and invite senate feedback about relevant documents, including the draft Standards of Care for Safety and Security Framework and AP 5520 (information + discussion)
1. The document presented is the most recent and comments should be sent to Senator Arguelles. Faculty Association has an MOU for surveillance cameras so that they are not used to track faculty movements for evaluation purposes.
 2. Feedback on the Standards of Care document will be taken back to the DSSC committee on May 3rd. Points made by senators include:
 - a. Currently, the library doors have no in-library override function which poses a serious security vulnerability. When seconds matter, looking up cell phone numbers of persons not on campus could cost lives. I know our building is not the only one with such liability. For years, the librarians have fought to implement these very same protocols, and been told no. Instead, other measures have been implemented that significantly increase the likelihood of employees and students dying within our interior stairwells due to the entrapment created. Rather than wait for Standards 7-12 to be completed, I would like to put safety first, and immediately implement the above protocols. May we do that? And, under whose authority may we do that? President Oliveros suggested that Sally Ellis meet with her and VP of Business DiMemmo to discuss.
 - b. At one time, it was a priority to have an administrator in charge during the evenings, but this no longer seems to be happening. There is no identified administrator on duty each day in the evening.
 - c. Academic Senate Secretary Wiggs asked what training can faculty attend and was told that any required trainings need to be negotiated by the faculty association. Senator Philippsen shared that faculty need training about specific scenarios where students share concerning issues.
 - d. President Oliveros shared that the document suggests that it has standards of care framing, but that is somewhat different from standards of critical security (infrastructure). What are the core values/principles?
- C. VP of Business Services, Dr. Kristi DiMemmo, will provide an overview of the ACCJC Annual Fiscal Report for Riverside City College (information)
1. The 2024 Annual Fiscal Report to ACCJC reports on any audit exceptions. Basically, it is an overarching fiscal report on the district's finances. The college is responsible for filing both the Annual Institutional Report (on FTES, Transfer and Completion Rates, and Exam scores) while the annual fiscal report demonstrates the fiscal health of an institution.
 2. Since our fiscal responsibilities reside at district level, the annual fiscal report is generated in collaboration with the district.

3. We are happy to report that our district remains fiscally secure and that we were able to utilize our general fund and many different one-time dollars (such as the HEERF revenue recovery) to support the overall health of our district.
 4. It was reported that during our last Audit, one audit finding was reported with regard to our processes for accruals. The district has responded, and processes and protocols have been put in place to alleviate this finding in future audits.
 5. There was some discussion about the process of resolving Purchase Orders (PO's) even when paperwork has been completed on time; some senators shared that their departments have encountered serious challenges that impact their programs. VP DiMemmo is advocating to make sure PO's close properly.
- C. District Budget Allocation Model (BAM) task force faculty representative and RCCAS Senator, Evan Enright, will lead a second discussion about assessing district services (information + discussion)
1. Committee met last week, but not much movement due to event on campus last week. The plan moving forward is for the colleges to give feedback about what they do versus what the district does. Goal is to have colleges lead discussion rather than vice versa.

4:00 VIII. **Ongoing Business**

- A. President Scott-Coe or designee will lead senators in a discussion of the newly revised Master Plan draft following feedback collected through January 2023 (second read and possible action)
1. The floor opened for questions, comments and direction about what senators would like to do, as there is now a different version that was not shared in time for our senate to review. Providing feedback on different drafts for such a serious document, in such a compressed timeline, can contribute to confusion.
 2. Senate needs to have discussion on the record.
 3. Senators emphasized the need for clarity about all three colleges reading the same document to reduce confusion. Although all three colleges are included in the master plan, and the majority technically rules, the goal is to have authentic consensus on the plan.
 4. One senator pointed out that there was no addressing of the needs of students who are also parents in the plan.
 5. M/S/C Nelson/Sandoval (unanimous) to suspend discussion and comments until the revised document has been received.
 6. M/S/C Nelson/Kim (unanimous) to review the new, revised version for discussion and possible vote at the May 6th meeting.
 - a. Discussion – the item brought back for possible action does not require action
 7. At the next meeting, it will be important to bring back comments to so that they can be recorded and passed forward.
 8. It concerns the senators to set a 25-year master plan when demographics, programs and many things can change from now until then. The timeline for discussion and input has been very compressed. While the document clearly fits into a particular template/genre of a longterm strategic plan, it is challenging for faculty to frame substantive feedback rather than just looking for

typos or changes around the edges. The document may lack important historical data. Another senator shares that the past is not always a good predictor of the future.

9. Because the plan is for 25 years, it is difficult to assess whether it is a good plan.

4:25 IX. New Business

A. Ratification of new and ongoing appointments: President Scott-Coe or designee will present candidates for the following committees or councils (action)

1. Faculty Co-Chair for SAS (open) – position remains open

4:30 X. RCCAS Officer Reports

A. Vice President Wilcoxson

- EPOC meets next week – April 29th to work on process on new chair process
- Committee working on Tiger pride values
- Brought state chancellor's glossary of equity terms to EPOC and once approved will come to senate.

B. Secretary-Treasurer Wiggs

- FLEX workshop upcoming: Running an Equity Minded Meeting on May 23rd - please encourage faculty who will be new to leadership as well as existing leaders to attend
- Data Coaching Institute is being provided by Brandon Owashi, look for an email from April 15th.
- Upcoming ASCCC faculty leadership institute – looking to send at least 2 department senators
- RCCAS has an opportunity for BOT spotlight for November 2024 board meeting. Please inquire with departments and let senate leadership know.
- Senate will need to meet on June 2nd so this will be coming to you for approval. Overall senate meeting times will also be on the agenda for discussion to align meeting dates and holidays.
- Book orders are due by May 1 for Summer and Fall.

C. President Scott-Coe

- RFP meeting for Security firm that is auditing security at all three sites is this Wednesday.
- Plenary went well, will share more at next meeting
- Working with Herrick, DEMC representative, will provide a written report.
- District Enrollment Management retreat will be next week in Moreno Valley.
- Hiring Committee to replace Senate and Faculty Development Admin Assistant: The committee met today, with interviews scheduled for early May in the hope of having someone in place going into next academic year.
- Faculty are every day in the front lines with students who face many challenges. Thank you to president Oliveros for her messaging to the college community.
- Student Psychological services have been supportive to students and faculty directly affected by the tragedy.
- Remember that RCCD offers services to all employees and their families through Deer Oaks.

- Know the 988 National Crisis Suicide Line.

4:45 XI. Open Hearing

- Senator asks for clarification on May meetings. They will be May 6th and May 13th
- School of Nursing LGBTQ committee is hosting a health seminar due to recent incident on campus last week on May 28th in the evening. Cookies will be provided; an email will come shortly.
- On Friday in Hall of Fame, ACCJC kickoff will be held at 1pm here on campus.
- Open Mic lunchtime is 4/25 12:50-1:50 in collab with MUSE
- Book adoption OER google doc to list OER books, may be added to the B&N interface – leaper text
- May 1 2:30 – 3:30 in Hall of Fame –International Scholars panel – Humphrey Scholars in public health, advertisement will come shortly.
- May is Asian American Heritage Month, AAPI group hosting a series of event with speakers, announcements coming shortly.
- May 2nd, Tiger Con is going on all day – RCC library.
- ECEC is far from campus, there are students who need to access DRC. Transportation is not available to transport students across campus.
- Cookies provided by VP Wright for your work on senate

M/S/C Romero/Perez (unanimous) extend meeting to 5:05 pm

- Senator shares that he is trying to extend services for students in Spanish

4:55 XII. Learn, Share, Do

- Remind departments Part time IOI list is still forthcoming from HRER
- MOU for DE Camp has been signed - \$750 for PT, 16 FLEX hours for FT faculty
- Coffee Chat – tomorrow in Hall of Fame at 9am
- Send any comments to Rudy Arguelles by tomorrow on the safety and security
- Encourage faculty to attend safety and security workshops
- Book Orders by May 1st including OER books.
- Reminder – health seminar May
- Accreditation kick off Friday 1-4pm
- Spread word on Humphrey Scholar visit
- May is AAPI Heritage Month, attend events.
- The new edition of the Ed Master Plan needs to be reviewed before next meeting for discussion on May 6th.

5:05 XIII. M/S/C to adjourn - next meeting date: Monday, May 6, 2024 Romero/Perez

Minutes approved on May 13, 2024