

OFFICE OF THE VICE CHANCELLOR EDUCATIONAL SERVICES AND STRATEGIC PLANNING

District Strategic Planning Council

Friday, August 23, 2024

CAADO 309 & Zoom

2:00 – 5:00 P.M.

MEETING MINUTES

Meeting called to order – 2:02 pm

Present: Stephen Ashby, Kimberly Bell, Eric Bishop, Victor Bolanos, Aaron Brown, FeRita Carter, Kristine DiMemmo, Laura Dunphy, Tammy Few, Casandra Greene, Rebeccah Goldware, Tenisha James, Jose Maya, Esteban Navas, Jeff Rhyne, Jo Scott-Coe, Kathleen Sell, Arlene Serrato, Leona Vassale, Joel Webb, Patty Worsham

Absent: Monica Green, Claire Oliveros, Ajene Wilcoxson

Guests Present: Hussain Agah, Majd Askar, Steven Butler, Chris Blackmore, Shawna BuShell, Keith, Dobyms, John Geraghty, Misty Griffin, Joumana McGowan, Michael Peterson, Corey Rodgers, Octavio Rojas, Ines Solis (minute recorder), Kaneesha Tarrant, Beiwei Tu, Lynn Wright, Lijuan Zhai

I. **Opening Items**

a. **Introductions**

Chancellor Wolde-Ab Isaac welcomed the college communities back for the new academic year, reflecting on past successes and outlining future goals as the current five-year strategic plan (2019-2024) concludes. Some of the key highlights were increasing student enrollment and access, addressing barriers to graduation, particularly in math, and expanding partnerships with local universities. The Chancellor also introduced Dr. Eric Bishop as the new Interim Vice Chancellor of Educational Services & Strategic Planning and highlighted the efforts to develop instruments for measuring institutional effectiveness, effectiveness, accountability, and transparency, as well as strengthening initiatives through alternate funding sources. A busy year of strategic planning and evaluation is anticipated as preparations are underway for the next five-year strategic plan.

b. **Roster review of membership**

The voting membership of the District Strategic Planning Council (DSPC) for the 2024-2025 academic year was reviewed. The agenda packet included a detailed list of members and any vacancies. While DSPC meetings are open to the public, only designated voting members can cast votes on committee business. However, guests are welcome to attend.

c. **Approval of the August 23, 2024, Agenda**

Motion to accept the August 23, 2024, agenda - 1st F. Carter, 2nd S. Ashby, **Motion carried.**

d. **Approval of the May 17, 2024, Minutes**

Motion to accept the May 17, 2024, minutes as written - 1st J. Rhyne, 2nd P. Worsham, **abstained:** F. Carter, J. Maya. **Motion carried.**

II. **Committee Business**

a. **DSPC subcommittee memberships**

Dr. Eric Bishop thanked DSPC for their patience as he becomes acquainted with the committee, its membership and committee business. He is working diligently with DSPC co-chair Kimberly Bell to ensure subcommittee senate appointed vacancies, including those within DSPC are filled.

Kimberly Bell explained that one key aspect that is currently missing in faculty recruitment is the specific days and times for committee meetings. While some committee meetings are scheduled based on accommodating committee members, others have regular meeting scheduled and it is crucial for to have this information for recruitment efforts. Senate aims to move this process forward quickly and get the committees running as soon as possible to avoid convening delays this year.

III. Discussion & Information Items

a. Resources Committee

Safety and Emergency Preparedness Update [DSSC]

Director Beiwei Tu, Interim Sergeant Octavio Rojas and Vice Chancellor Rebecca Goldware presented an update on Safety and Emergency Preparedness Update highlighting the progress and future plans across five key areas of risk management: Facility Readiness, RAVE Mass Notification System, Emergency Response Procedures, Training and Exercise, and Safety and Security. Key improvements include enhanced building security and emergency equipment testing, expanded mass notification protocols, including new features for visitors and guests to receive alerts, updated emergency procedures with standardized after-action reporting and training initiatives, increased focus on involving students and part-time faculty in training programs, crime prevention and security training for campus officers. Additionally, the district is working on a workplace violence prevention program and preparing updates to the Emergency Operations Plan and business continuity strategies. The presentation concluded with an assessment of strategic communications during emergency situations.

2024 Clery Act Report [DSSC]

The 2024 Crime Statistics report, presented by Interim Sergeant Rojas in accordance with the Clery Act, covered crime incidents from 2021-2023 on campus and adjacent areas. Key reported crimes include drug violations, illegal weapons possession, vehicle theft, and burglary. The presentation summarized the crime trends and responses at all three college campuses and centennial plaza while noting drug-related offenses have increased, particularly at Riverside City College, attributed to non-community members, especially after the river bottom area was cleared of homeless encampments. The report emphasized ongoing efforts to enhance security and collaboration with local law enforcement through mutual aid agreements.

5YCCP 2026-2030 [FPDC]

The five-year capital construction plan, presented by Associate Vice Chancellor Hussain Agah, is an annual requirement for California Community Colleges, aligning with state and district goals. The plan included current and proposed projects based on space utilization, facility conditions, and enrollment data. This year's plan integrated findings from a 2023 space utilization study, which assessed classroom and lab efficiency across the district's colleges. Key findings showed that Riverside City and Norco colleges face significant space constraints in labs. The plan also included project proposals to secure state funding, with future growth focused on STEM facilities.

Final Budget FY 2024-2025 Presentation [DBAC]

The budget presentation provided a comprehensive overview of the state budget, specifically focusing on Prop 98 funding, adjustments from the tentative budget, and fiscal year forecasts. Adjustments to apportionments, lottery funds, and interest income resulted in a revenue increase over the tentative budget. Key concerns involved deferred funding from Prop 98, a maintenance factor for future one-time funding, and revenue uncertainties due to possible recession and ongoing increases in STRS/PERS. The 2024-25 budget anticipates a stable revenue base, with a modest increase in overall funds despite some fluctuations due to enrollment changes and the sunset of the Emergency Conditions Allowance (ECA). Challenges ahead include enrollment recovery, economic volatility, and the rehiring of positions following retirements.

Motion to recommend moving forward with the Final Budget FY 2024-25 as moved by DABC. **Motion carried.**

District Budget Advising Committee [DBAC] and Facilities Planning and Development [FPDC] meeting minutes were included in the agenda packet for the Council's review. Council had the opportunity for discussion and questions.

b. Teaching & Learning Committee

Scaling GP Retreat Nov 1st [GPS]

The Scaling Guided Pathways Retreat will take place on November 1, 2024. The planning committee will collaborate to develop the agenda and plan activities for the day.

CPL/MAP Implementation [NCS]

The discussion on Credit for Prior Learning (CPL) and Mapping Articulated Pathways (MAP) is becoming more prominent and will be presented to the Noncredit subcommittee as key items to be addressed on the agenda this year.

c. Equity, Social, Economic, and Environmental Justice Committee

District EEO Plan Finalization [DEIA]

While the new DSPC structure for the DEIA subcommittee is being established, the current District Equity Council is continuing its work on the Districts EEO plan. Feedback from external attorneys, based on their knowledge with working with the State Chancellor's Office, is being integrated into the plan with final edits expected by August 30, 2024.

KeenanWell Employee Offering Consideration [EWB]

A new Employee Well-being subcommittee has been created, focusing on physical, psychological, and emotional well-being. The committee is distinct from the District Benefits Committee. Conversations are beginning with Keenan, the district's third-

party administrator (TPA), to define the committee's structure, coordinate programs, identify resources, ensure compliance with wellness regulations, and effectively communicate initiatives.

SCAC Minutes/Reports

Sustainability Climate Action Subcommittee meeting minutes were included in the agenda packet for the Council's review. Council had the opportunity for discussion and questions.

d. **Institutional Planning, Effectiveness, and Governance Committee**

Chapter 2- Academic Affairs Board Policy Update [Governance]

Several Chapter 2 board policies and administrative procedures were presented for the Council's consideration. Board Policy 2231, which pertains to grade changes, was mentioned as an academic matter under the 10+1 purview of the Academic Senate and is for informational purposes only, with no voting required. The remaining policies focus on IT-related issues, including Board Policy 2710 and its corresponding administrative procedure, as well as Board Policy 2720. Additionally, a new proposed Board Policy and Administrative Procedure regarding Information and Communication Technology Accessibility and Acceptable Use were introduced. These board policies and administrative procedures will be included in the next DSPC meeting for the Council's consideration to move forward for adoption.

Assessing RCCD 2019-2024 Strategic Plan (status) [Governance]

Associate Vice Chancellor Lijuan Zhai provided an update on the ongoing assessment of the 2019-2024 Strategic Plan. The focus has been on goals related to student access, success, and equity, which have been well assessed with key performance indicators (KPIs) regularly presented to the Board of Trustees. However, progress has been slower on data collection for goals 4, 5, and 6, which address institutional effectiveness, resource generation and allocation, and partnerships and communication. Efforts are currently focused on collecting data for these areas by meeting with various departments and colleges. A draft assessment report is expected to be ready for review at the next DSPC meeting on October 18.

Develop New RCCD 2025-2030 Strategic Plan (planning process) [Governance]

The development of the new RCCD 2025-2030 Strategic Plan is underway. The discussion was opened to gather input on how to approach the planning process. To ensure horizontal alignment and vertical integration between the district and the colleges, a suggestion was made that the colleges and district office remain in-tune as they complete their own strategic planning, as the college plans feed into the district's overall strategy. Concerns were raised about the need for better collaboration between the district and colleges to avoid a disjointed process, emphasizing that the district's role is crucial for integrating college-level efforts into a cohesive plan. Feedback from this discussion will be used to shape the next steps, with more detailed proposals expected in October.

Update on 25-year plan revision [Governance]

In May, a work group was formed to revise the 25-year plan, and they met several times over the summer. A smaller writers' group of 3-4 members completed a draft last week. The revision condenses the plan into a 10-page document, moving most data and commentary into an appendix as an environmental scan. The tone of the document has also been softened. The work group has scheduled two meetings on September 7 and September 13 to finalize the draft before sharing it with a larger group.

e. **Advancement and Partnerships Committee**

District Marketing and Communications Committee

Vice Chancellor Rebeccah Goldware provided a brief update on the District Marketing Communications subcommittee and informed that DMCC has continued its work on a writing style guide and the development of listservs for each campus, with leadership teams deciding next steps in September. Social media guidelines are also in progress, and all colleges now using a uniform website platform. Additionally, the subcommittee will have a logo discussion coming soon.

Facilities Naming Committee

Vice Chancellor Rebeccah Goldware informed that the Facilities Naming Committee will reconvene this fall. The subcommittee did not meet last year but will review its charge and will address requests from RCC during its upcoming meetings.

IV. College Integrated Planning Reports

Moreno Valley College

President FeRita Carter shared that Moreno Valley College continues to implement its Guided Pathways plan, focusing on key performance indicators related to application conversion rates, completing English and Math in the first year, and student persistence. For the 2024-2025 academic year, the college aims to build a culture of care, integrating this priority into accreditation, strategic planning, governance, and program reviews. The college has successfully met enrollment targets for summer and fall 2024, with an 11-percent increase in applications and enrollments. Online course access rates rose from 67.2% to 70.2%. A key focus for fall 2024 includes optimizing space utilization, including relocating classes and faculty to permanent buildings, with plans to decommission several portables by January 2025. Moreno Valley College is committed to supporting students' basic needs through a partnership with Lion's Den Food Services, offering discounted meals, many of which are available at no cost to students.

Norco College

Vice President Tenisha James provided a brief report for Norco College and informed that the Norco facilities team ensured a safe environment, contributing to a successful Welcome Week. Norco College is currently at 100.2% of its target full-time students for fall. The rollout of the Strategic Enrollment Management plan is underway, focusing on student access, equity, and success, while addressing communication barriers through enhanced onboarding and an expanded College Promise program. Career counseling has been consolidated, and faculty are engaging in equity-focused training and launching a Teaching Institute for equitable practices. The college secured a Title 5 grant to support Latina students and is redefining its key performance indicators (KPIs) in preparation for a new strategic plan. Norco College aims to improve equitable student outcomes and is preparing for its Institutional Self-Evaluation Report (ISER) in August 2026.

Riverside City College

Vice President Lynn Wright informed that Riverside City College recently celebrated a successful start of the 2024-25 academic year, highlighting a busy Flex Week focused on equity and inclusion and the opening day featured a large turnout in the new multipurpose room. Over 4,000 students attended Welcome Week, including more than 1,400 Promise students. As it stands, RCC has achieved 108.5% of its target full-time students, totaling approximately 7,914, and has seen a headcount increase compared to fall 2019. RCC has seen a positive trend in younger age groups returning to campus, though there is still work to do to engage the 20-29 age bracket. Additionally, RCC plans to send a team, including two students, to Scala training at the end of September, focusing on serving Hispanic-Serving Institutions (HSIs) and culturally responsive facilitation practices. This initiative aims to enhance the strategic planning process to be more equitable and inclusive.

V. Other

- a. Next Meeting: The next DSPC meeting is scheduled for October 18, 2024. September's meeting is cancelled in observance of the Chancellor's Retreat.

Adjournment 4:15 pm