



RIVERSIDE COMMUNITY COLLEGE DISTRICT

OFFICE OF THE VICE CHANCELLOR EDUCATIONAL SERVICES AND STRATEGIC PLANNING

District Strategic Planning Council

Friday, October 18, 2024

CAADO 309 & Zoom

2:00 – 5:00 P.M.

MEETING MINUTES

Meeting called to order – 2:03 pm

Present: Stephen Ashby, Kimberly Bell, Eric Bishop, Victor Bolanos, Aaron Brown, FeRita Carter, Tammy Few, Monica Green, Rebeccah Goldware, Tenisha James, Virgil Lee, Jose Maya, Esteban Navas, Jeff Rhyne, Jo Scott-Coe, Arlene Serrato, Joel Webb, Kristine Woods, Patty Worsham

Absent: Laura Dunphy, Casandra Greene, Claire Oliveros, Kathleen Sell, Leona Vassale, Ajene Wilcoxson

Guests Present: Hussain Agah, Steven Butler, Chris Blackmore, Shawna BuShell, Edwina Cardenas, Chris Clarke, Michael Collins, Keith, Dobyns, Misty Griffin, Susanne Ma, Laurie McQuay-Peninger, Corey Rodgers, Ines Solis (minute recorder), Kaneesha Tarrant, Beiwei Tu, Lynn Wright, Shari Yates, Lijuan Zhai

I. Opening Items

a. Approval of the October 18, 2024, Agenda

Motion to accept the October 18, 2024, agenda - 1st F. Carter, 2nd J. Webb, **Motion carried.**

b. Approval of the August 23, 2024, Minutes

Motion to accept the August 23, 2024, minutes as written - 1st J. Rhyne, 2nd F. Carter, **Motion carried.**

II. Committee Business

a. DSPC subcommittees memberships update

Dr. Eric Bishop reported that several DSPC subcommittees are currently holding meetings, and initiatives are in place to ensure complete membership for all subcommittees. A number of subcommittees have started convening, and we expect to see advancements reflected in forthcoming meeting minutes and action items. Additional information regarding the subcommittees, including their charge and membership is available on the DSPC website.

Kimberly Bell reported that Academic Senate Presidents are finalizing some membership appointments and asked about providing regular updates to administrative co-chairs. Administrative co-chairs are continuously monitoring for membership updates as finalizations are made.

b. DSPC submission deadlines revisions

Two months ago, Dr. Eric Bishop committed to distributing agendas a week in advance. However, the current submission deadline for agenda items falls just one week before meetings, making it challenging to meet this goal. To address this, he proposed adjusting the deadline schedule to allow more time for complete agenda packet review.

III. Discussion & Information Items

a. Teaching & Learning Committee

Scaling GP Retreat Nov 1st [GPS]

The biannual Scaling Guided Pathways Retreat is set for November 1st, with around 170 participants registered. It will be held in the new Business and Law Computer Information Systems building at RCC. The agenda is currently being finalized and will be released next week. We're planning for an interactive day with meaningful discussions and progress on the standard of care and related guided pathways work.

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

Employee Well-Being Subcommittee [EWBS]

Vice Chancellor Tammy Few introduced Benefits Specialist Edwina Cardenas to provide a high-level update from the Employee Well-Being Subcommittee. Open enrollment closed on Monday, September 16th, extended by a day due to the weekend. There was high engagement, with employees actively updating benefits, verifying personal information, and attending vendor presentations. A significant number of employees switched from HMO to PPO plans, and there was a notable increase in associate faculty enrollment due to the district's compliance with AB190, which provides fully paid premiums for eligible part-time employees and their families. Around 40 new employees and their families joined a PPO plan. Additionally, donations to the catastrophic leave program saw a slight dip this year, as it's an "off year" for contributions and several regular donors are retiring. Twelve vendors presented their products over the four-week open enrollment period, and employee participation was strong. More detailed metrics will be shared at the next DSPC meeting.

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

Chapter 2- Academic Affairs Board Policy Update [Governance]

General Counsel Keith Dobyns presented several Chapter 2 board policies (BPs) and administrative procedures (APs) for the Council's review and approval. This includes four policy revisions, with BP 2231 Grade Changes already reviewed by the Academic Senate and proceeding to the board for final action. The remaining policies require the Council's approval to advance to the Cabinet, and the board. BP/AP 2710 have minor, non-substantive updates, while BP 2720 includes substantive changes aligned with updated IT best practices. Additionally, there are new IT-related BPs and APs proposed for adoption, also designed to align district policies with IT best practices. These items were reviewed and acted on individually for clarity.

REVISED

Proposed revisions to the following board policies and administrative procedures

BP 2231	Grade Changes	Information item only
BP 2710	Intellectual Property and Copyright	1 st K. Bell, 2 nd V. Lee, Motion carried with amendment. Amendment 1: change <i>Faculty Association</i> to <i>RCCD Faculty Association</i>
AP 2710	Intellectual Property and Copyright	1 st R. Goldware, 2 nd E. Navas, Motion carried
BP 2720	Computer and Network Use	1 st V. Bolanos, 2 nd V. Lee Motion carried with amendments Amendment 1: to add <i>...will respect the privacy of employees and...</i> , Amendment 2: to remove <i>justification</i> and replace with <i>substantive evidence for cause to monitor</i>

ADOPTED

Proposed adoption of the following board policy and administrative procedure:

BP 2721	Information Security and Data Protection	1 st J. Rhyne, 2 nd J. Webb, Motion carried
AP 2721	Information Security and Data Protection	1 st V. Bolanos, 2 nd J. Webb, Motion carried
BP 2725	Information and Communication Technology Accessibility & Acceptable Use	1 st J. Webb, 2 nd F. Carter, Motion carried
AP 2725	Information and Communication Technology Accessibility & Acceptable Use	1 st F. Carter, 2 nd J. Webb, Motion carried

Report for Assessing RCCD 2019-2024 Strategic Plan [Governance]

Associate Vice Chancellor Dr. Lijuan Zhai presented a draft of the Assessment Report on RCCD's 2019-2024 Strategic Plan, summarizing progress on six strategic goals. The report reflects achievements, challenges, and insights to guide the next five-year plan. Each objective within the goals is categorized as Achieved, On Track, Behind, or In Progress, with data and KPI comparisons provided. The report also includes lessons learned and challenges faced during the plan's implementation. Council members were asked to review the draft and provide feedback by the end of October.

Update on 25-year plan revision [Governance]

Associate Vice Chancellor Lijuan Zhai informed that the workgroup met over the summer to revise the 25-year plan. A smaller writers' group condensed the original 50+ page document into a 10-page version, moving most data and commentary to the appendix as part of an environmental scan. The tone of the document was also softened. The larger workgroup reconvened in the fall on multiple dates to finalize the draft before sharing it more broadly. The revised draft has now been presented to the Chancellor for review. The plan will also be distributed to colleges for feedback.

d. **Resources Committee**

District Solar and Battery Project Update [FPDC]

Vice Chancellor Aaron Brown introduced Husain Agah who informed that the districtwide solar project has undergone extensive environmental compliance since early 2021, including approvals under the California Environmental Quality Act (CEQA). The

total project budget is \$37 million, covering design, construction, and a 25-year performance guarantee. The progress highlighted included:

- Moreno Valley College: A solar carport in Parking Lot B was completed over the summer, with EV charging stations set for Phase 2. A ground mount array is under construction, with expected completion by the end of 2024.
- Ben Clark Training Center: A smaller project was completed in June and has been generating energy since September.
- Norco College: A large ground mount system is under construction, with security fencing and an access road for maintenance and patrol. Completion is expected in phases, with final operation by August 2025.
- Riverside City College: Two parking lot solar carports were completed in time for the fall semester, with additional electrical work finishing soon. EV charging stations will be operational by August 2025.
- Centennial Plaza Solar Canopy: Originally set for October completion, delays in fabrication and installation have pushed the timeline to late November.

Overall, while some delays have occurred due to unforeseen conditions, the project remains on track for full operation by August 2025.

Human Resources Subcommittee [HRSC]

Vice Chancellor Tammy Few informed that as an outcome of the Chancellor's Cabinet retreat, which focused on the roles and functions of the District Office and colleges with an emphasis on efficiency, effectiveness, accountability, and transparency, the Chancellor established a Recruitment Process Refinement Workgroup. The first meeting is scheduled for October 31 from 3:30 to 5:00 PM.

e. **Advancement and Partnerships Committee**

District Marketing and Communications Committee

Vice Chancellor Rebecca Goldware provided a brief update on the District Marketing Communications (DMCC) subcommittee and informed that DMCC's meeting minutes were included in the agenda packet for the Council's review. Council had the opportunity for discussion and questions.

Facilities Naming Committee

Vice Chancellor Rebecca Goldware informed that the Facilities Naming Committee met in September after a significant gap, with the last meeting held in 2021. This committee meets as needed, primarily for brand naming opportunities. An upcoming presentation to DSPC is planned regarding two recent naming cases—one honorary and one potentially tied to funding.

IV. **Other**

- a. Next Meeting: The next DSPC meeting is scheduled for November 15, 2024.

Adjournment 4:00 pm