

Riverside Community College District
PROFESSIONAL AND ORGANIZATIONAL DEVELOPMENT SUB-COMMITTEE
October 6, 2025

Agenda

Charge:

A permanent sub-committee serving as an advisory body for professional development opportunities throughout the District. Facilitates and provides training to employees in maintaining, enhancing, and acquiring skills. Creates a personal development system to ensure that district personnel update and improve their knowledge and skills.

Committee Members:

Tammy Few, Vice Chancellor, Human Resources & Employee Relations
Kyla Rankin, Assistant Professor, Psychology, MVC
Nancy Quinones, Assistant Professor, Ethnic, NC
Melissa Harman, Associate Professor, Chemistry, RCC
Natalie Vazquez (Halsell), Professional Development Coordinator, RCC

District Staff:

Eva Mayfield, Executive Assistant – Sub (for Rosa Espinoza-Leal, Executive Administrative Assistant)

- I. Welcome and Call to Order
- II. Introductions
- III. Approval of Minutes
N/A as is Inaugural Meeting
- IV. Updates and Discussion
 - a. [DSPC and DSPC Subcommittee Webpages](#)
 - b. DSPC Subcommittees Memberships
 - c. District Strategic Plan Update
 - d. Save the Dates: Educational Resources Consortium Workshop Schedule (RCCD)
 - e. HRER Sponsored Learning Opportunity
 - f. Professional Learning Opportunities
 - i. Vision Resource Center: Realize Your Potential: Vision Resource Center
 - ii. Cyber Security Awareness
 - iii. 2025 Cal-Osha Trainings
 - iv. Save the Dates: Educational Resources Consortium Workshop Schedule (RCCD)
 - v. HRER Sponsored Learning Opportunity
 - vi. Management Training Calendar – Fall 2025
 - vii. Annual Open Enrollment Employee Awareness
 - viii. Search Committee
 - ix. AllOne Health EAP
 - x. AB 1825 Sexual Harassment Prevention
 - xi. Workplace Violence Prevention

- xii. RCCD/CSEA Side Letter Clarification Regarding Classification and Compensation Study: The final agreed upon job description shall be sent to the unit member and their supervisor. If requested by either the unit member or their supervisor within three months of receiving the final agreed upon job description, the District shall provide training in order for any unit members to perform satisfactorily within their revised job description should it be needed. Any training shall be completed within three months. The Vice Chancellor of Human Resources and Employee Relations, or designee, must approve any outside training.

V. New Agenda Item(s)

- a. DSPC HRPOD: Provide one written assessment of the assigned goal(s) to the DSPC in Spring
- b. [Intranet HRER: Employee Portal - Home](#)
- c. Classified Staff Development Funds
- d. Employee Training and Development Survey

VI. Presentations/Guest
(None)

VII. Next Meeting

- a. October 31, 2025