

## OFFICE OF THE VICE CHANCELLOR EDUCATIONAL SERVICES AND STRATEGIC PLANNING

### District Strategic Planning Council

Friday, August 25, 2023

CAADO 309 & Zoom

2:00 – 5:00 P.M.

### MEETING MINUTES

Meeting called to order – 2:00 pm

**Present:** Stephen Ashby, Kimberly Bell, Victor Bolanos, Aaron Brown, Kristine DiMemmo, Mark Figueroa, Felipe Galicia, Rebecca Goldware, Monica Green, Vivian Harris, Tenisha James, Susan Mills, Claire Oliveros, Jo Scott-Coe, Kathleen Sell, Arlene Serrato, Robin Steinback, Denise Terrazas, Leona Vassale (designee), Joel Webb, Patty Worsham

**Absent:** Tammy Few, Casandra Greene, Clarissa Juarez, Ruth Leal, Adam Navas, Jeff Rhyne, Ajene Wilcoxson

**Guests Present:** Hussain Agah, Majd Askar, Christopher Blackmore, FeRita Carter, Chris Clarke, Michael Collins, Keith Dobyms, Monica Esqueda, John Geraghty, Wolde-Ab Isaac, Laurie McQuay-Peninger, Debra Mustain, Michael Peterson, Ines Solis (minute recorder), Kaneesha Tarrant, Beiwei Tu, Lynn Wright, Lijuan Zhai

#### I. Committee Business

##### a. Approval of the August 25, 2023 Agenda

Motion to accept the August 25, 2023 agenda - 1<sup>st</sup> V. Harris 2<sup>nd</sup> M. Green, **abstained:** J. Scott-Coe, L. Vassale;  
**Approved by consensus.**

##### b. Approval of the May 19, 2023 Minutes

Motion to accept the May 19, 2023, Minutes as written - 1<sup>st</sup> K. DiMemmo 2<sup>nd</sup> V Harris, **abstained:** J. Scott-Coe, L. Vassale, K. Sell; **Approved by consensus.**

#### II. Information Items

##### a. Emergency Preparedness Update

Vice Chancellor Aaron Brown introduced the guest speakers of the Emergency Preparedness Update presentation, including Chief Chris Cano, Chris Clarke, Monica Esqueda, and Beiwei Tu. Overall, the presentation focused on the steps taken to improve emergency preparedness, covering areas such as communication, training, infrastructure, and coordination. There is a collaborative effort to enhance emergency preparedness as a result of the incident on April 18th, 2023, at Riverside City College campus. The emphasis is on standardization of procedures and information across the institution. The Council provided additional recommendations such as the integration of URLs and QR codes for easy access to information in the messages and coordination between risk management, the district office, and the colleges for drills and exercises.

##### b. RAVE Alert Notification Protocol Update

Vice Chancellor Aaron Brown introduced Beiwei Tu as the guest speaker of the RAVE Alert Notification Protocol Update. The presentation primarily focused on the proposed changes to the Rave notification protocol, addressing the need for broader notifications and made a distinction between employee and student notification procedures. Feedback from employees and students indicated a desire for more widespread emergency notifications due to interconnectivity between campuses. The proposed modification suggests that all employees would receive alerts for all types of events, regardless of their work location. The student notification protocol remains the same, with alerts sent to their home school or other chosen locations.

##### c. 2023 Clery Act Report (2020-2022 Statistics)

Vice Chancellor Aaron Brown introduced Chief Chris Cano as the guest speaker of the 2023 Clery Act Report. The presentation provided an overview of the Clery Act report, including crime trends, campus-specific statistics, mutual aid agreements, officer training, and engagement with the college community. Educational institutions must record and disclose information related to criminal activity on or around campuses and district-controlled facilities. Detailed information is provided for each campus, including types of crimes, arrests, and whether they involve college community members or not. The Council recommended renaming COIL as Centennial Plaza on the report to provide further clarification of the location.

### III. Action Items

#### a. DSPC Structure

Chancellor Wolde-Ab Isaac provided input to the DSPC's Operational Guidelines and Planning Structure document by outlining modifications to some committee names, responsibilities, and alignments within the plan to enhance their alignment and focus on various aspects of equity, social justice, basic needs, curriculum, and resource development. Participants expressed interest in receiving a written document with all the proposed changes for review and deliberate before finalizing. The plan is to prepare a modified diagram reflecting the proposed changes and distribute to the participants for further consideration.

**Recommendation:** The Council requested the proposed modifications to be presented at the next DSPC meeting for the council's review.

#### b. BP Ch. 5 Business and Financial Services & Ch. 6 Human Resources Review and Revisions

General Counsel Keith Dobyns presented a selection of Chapter five and Chapter six board policies that have been reviewed and revised for recommendation to move forward for proposed approval from the Board of Trustees at the next meeting. The changes in board policies are intended to ensure compliance with updated regulations and enhance the consideration of diversity, equity, inclusion, and accessibility in employee evaluations while following the necessary processes for consultation and negotiation with relevant stakeholders.

Motion to recommend the proposed revisions to Chapter 5 Business and Financial Services & Chapter 6 Human Resources board policies move forward to be presented to the Board of Trustees. 1<sup>st</sup> K. Bell, 2<sup>nd</sup> K. DiMemmo;  
**Approved**

#### c. Final Budget FY 2023-2024 Presentation

Vice Chancellor Aaron Brown presented the Final Budget FY 2023-2024. The presentation covers changes in revenues, expenditures, enrollment trends, and fiscal considerations for the district's General Fund budget for the upcoming fiscal year. New additions in the budget include workforce training grants, an LGBTQ pilot program, and a change in funding approach for student affordable housing, which is now proposed to be funded through debt issuance rather than direct grants. The importance of achieving enrollment targets and revenue recovery after the pandemic's impact on enrollment was highlighted.

Motion to move forward the final budget FY 2023-2024. 1<sup>st</sup> K. DiMemmo, 2<sup>nd</sup> V. Harris; **Approved**

### IV. Task Force/Sub-Committee/Special Reports

No items presented.

### V. Vice Chancellor's Report

Vice Chancellor Susan Mills informed the district is working on a long-term concept paper for district planning that will extend to approximately 2050. The next step involves convening a work group by mid-September to review the draft, provide feedback, and work towards developing a comprehensive plan. The work group is likely to include college leads of planning, strategic planning faculty leads, and co-chairs from the District Strategic Planning Council (DSPC). The goal is to transition from the concept paper to a fully developed plan through collaboration and input from various constituency groups. It will take most of the year to finalize the plan and present it to the board, by involving engagement with college strategic planning bodies, Academic Senates, and other college leadership constituencies. The district is also continuing planning efforts with the Inland Empire Trade Tech Committee (IETTC) and consultant DLR, reviewing environmental scan data. A department chairs' enrollment management retreat is scheduled for November 3rd, focusing on the principles of enrollment management and building upon previous discussions.

### VI. Reports/Updates

#### a. Moreno Valley College

President Robin Steinback highlighted the enrollment success, strategic planning efforts, equity initiatives, and collaborative governance activities at Moreno Valley College. Current enrollment for MVC is at 97% of the target. The college has experienced a significant 20% increase in headcount. The enrollment growth is attributed to effective collaboration, marketing, outreach, and in-reach efforts. Super Saturdays and resource tabling have brought in families, generating interest in the college. Moreno Valley College has been refining its Strategic Enrollment Management Plan over the summer. The plan aligns with the integrated strategic plan, guided pathways work plan, student equity plan, and equity goals. All divisions held retreats involving classified professionals and managers to refine metrics and accountability with equity being prioritized and placed at the center of the college's activities. Dr. Steinback noted the successful joint planning retreat with Academic Senate, College Council, and Cabinet focused on governance and equity and the college's optimism about the term and upcoming activities.

#### b. Norco College

President Monica Green informed that Norco College's current enrollment stands at 93.5% of the target. The college is projecting higher enrollment for the fall term, with 44% of the annual target set for this term, although enrollments from the California Rehabilitation Center (CRC) are yet to be included. An Accelerated Course Campaign is underway, focusing on adding courses in areas like math, English, communication studies, and social sciences. An Equity in Guided Pathway Summit is planned for September 14th and 15th, featuring Rob Johnstone as a facilitator and keynote speaker. The college recently approved a

document control system for improved access and accuracy of important documents. Norco College's Strategic Enrollment Management Plan is being actively developed and will focus on all aspects of the student journey. The plan is expected to be fully developed and implemented throughout the academic year.

**c. Riverside City College**

President Claire Oliveros showcased the college's successful enrollment efforts, engagement initiatives, and partnerships with local businesses. Riverside City College has achieved an impressive 100.8% of its Full-Time Equivalent Student (FTES) enrollment goal, with over 7,000 FTES enrolled. The college's Welcome Day saw a larger turnout than anticipated, with over 3,000 students and their families attending, creating an energetic start to the fall semester. A new marketing campaign is being launched, involving participatory governance structures, campus-wide listening sessions, and collaboration with engagement centers. RCC received a generous donation of a three-ton Daikin FIT system from Magnolia Heating and Cooling, enhancing the HVAC program with modern equipment and Mayor Lock Dawson publicly recognized RCC's HVAC program during an open house hosted by the donors, highlighting the strong collaboration between the college and local businesses.

**VII. Other**

- a. Next Meeting: September 15, 2023

Adjournment 4:28 pm