EPOC/ASC • Monday, April 19, 2021 3:00pm – 5:00pm • Via Zoom

	Members	Liaisons/Admin./Staff/Guests
x	Paul O'Connell, *Faculty Chair*	Scott Blair
x	Kristine Di Memmo *Administrative Chair*	Wendy McEwen
x	Shay Kim, *ASRCC President*	Rachel Weiss
x	Gloria Aguilar, *SAS Staff Chair*	Kristi Woods
	FeRita Carter, *SAS Administrative Chair*	Brandon Owashi
x	Eddie Perez, *SAS Faculty Chair*	John Adkins
x	Star Taylor, *T & L Faculty Chair*	Shari Yates
x	Susan Mills, *T & L Administrative Chair*	Thomas Cruz-Soto
x	Casandra Greene, *T & L Staff Chair*	Tammy Vant Hul
	Tucker Amidon, *RDAS/ Faculty*	Stefanie Moctezuma
x	Chip West, *RDAS Administrative Chair*	Tristian Morales
x	Stephen Ashby, *RDAS Staff Chair*	Abigail
x	Wendy McKeen, *GEMQ Faculty Chair*	Karen Esparza
x	Malika Bratton, *GEMQ Staff Chair*	Natalie Halsell
	Vacant, *Accreditation*	Christopher Blackmore
x	Monique Greene, *Guided Pathways*	
	Marc Sanchez, *Student Equity*	
x	Cynthia Morrill, *Faculty Chair Program Review*	
x	Patricia Avila, *Faculty Development Coordinator*	
x	Gregory Anderson, *Ex Officio*	
	Garth Schultz, *Ex Officio*	
x	Mark Sellick, *Ex Officio*	

I.   Approval of Agenda – M/S/C (S. Taylor/W. McKeen)

II.   Approval of March 8, 2021 minutes – M/S/C (E. Perez/S. Ashby)

III.   Chairs Report – no report

IV.   Action Items – no report

V.   New Business/Discussion

    a. ERP Updates and IT Infrastructure Requests – Blackmore

       o   Project nexus /Anthology new ERP system. This is the replacement of colleague/datatel.

       o   This will include HR component, finance function, customer relations

       o   On the student side there have been a series of sessions and developed a business process document.

       o   Time consuming to pull all data out of colleague, completed the first data to the vendor. Will go through that process five times.

- o Business process analysis completed in fall 2020. Implementation scheduled to start April 2021.
- o Campus nexus engage: phase 1 student prospecting and outreach. Go live 2nd week of May.
- o Phase 2 – application processing, student success, case management. Scheduled go live in late October 2021.
- o Ongoing challenges: colleague data extracts, complexity of the RCCD curriculum and academic scheduling and the integration with galaxy.

Question: Do we feel confident in solving these issues? Working on a best practices model and confident we will close the gaps. There is a huge technology piece.

- o RCCD IT Infrastructure & Systems: List of needs, planning process with the colleges needs. What does the district need to do so that the college can fulfill their mission. Divided into four tabs district level, MVC, Norco, C. Blackmore went over some of the RCC items on the list.
- o Prioritized through the district lens how it is all put together.
- o RCC: 2,705,000 million of cares funds. District level: 5,041,000.00

Ongoing discussion on the cost, new ERP system is completely different.

- b. FPP/IPP updates – West
  - o This is a process we do every year, submit to the state for potential funds. Doesn't look like we have a chance of getting funds this year.
  - o Project left off PLT notes FPP Cosmetology building. State bond failed. Several IPPs no ranked order waiting…MLK center, visual arts building, advance technology (auto, welding, HVAC).

- c. ACCJC Annual Fiscal and Institutional Reports – Di Memmo
  - o Special thanks to Wendy, Sendy, Elia, Brandon for their work on the reports.
  - o Information is posted on website and links on the agenda.
  - o Reports have been submitted to ACCJC on time.

- d. CARES/HEERF Funds – Report out and updates – West/Di Memo
  - o Di Memmo and West will attend LC meetings and academic senate to go over what's happening with CARES funds, how are we addressing the needs of the college.
  - o State COVID block grant $660,905. All expenses are for COVID planning.
  - o HEERF CARES 1 funds: Direct student aid VPSS key to making sure all funds go to student aid.
  - o This information is posted on website, we have to tell feds how we spend the money.
  - o CARES 2 – (Institutional Aid) safety, instruction, software, equipment.
  - o CARES 3 – HIS 687,000 plus 1,347,725 to be spent by May.
  - o HEERF 2 24,000.00 in direct costs.

- o 5,415,766 direct student aid.
- o Student facing laptops, labs, etc.
- o Employee laptops.
- o Databases equipment lifecycle.
- o Biggest hurdle is staff for the work involved; quotes, bids, specs, people to buy and oversee the projects. Get through the system of the district, pull all information to get everything ordered.
- o Indirect costs for the college may incur to support the outcomes of a grant. Things in place at the college to make a grant happen. Percentage based on the funding agency.
- o 83 percent RCC / District 17 percent.
- o HEERF III anticipating on getting 40 million more.

Question: will there be time to advise on student facing computers/labs. Yes that is happening now with Bill Manges.

- o Anderson: We have deep enrollment deficits. But with significant funds coming how does money turns into enrollment.

e. Equity Audit Updates – K. Di Memmo
- o Survey going out this week via Riv-all. Survey breaks things down by roles classified, students, faculty, administrators. Equity audit what we do and what we can do better.
- o Requesting help from M. Sanchez and S. Kim, ASRCC Pres. to get good participation.
- o Focus groups will be pulled together in May by the Hotep group.
- o June and July Hotep will provide a report and send out to EPOC. Present at Flex in August.
- o K. Di Memmo explained in depth all the different areas the equity audit will cover. Policy, operations, assessment, etc.
- o Suggestion to provide gift cards for students to do the survey, ASRCC VP to help get information out to students.

f. RCC – PRT Innovation and Effectiveness Plan
- o Plan was sent out with EPOC docs. Multiyear scheduling, utilize technology, look at data, expanding the use of power BI, academic support into engagement centers, professional development. Expecting $200,000 allocation for implementation.

g. Plan Template discussion/committee calendar/ASRCC participation – O'Connell
- o Committee calendar was sent out with the EPOC documents to share with faculty, staff, hand it out, review, let us know any corrections.
- o ASRCC shared governance calendar sent out with names of students tied to committees/councils.
- o GEMQ will help start the standard template that was recommended to have for plans.

h. GEMQ leadership council – Strategic and Operational Responsibilities – McKeen/Bratton

- Sent to senate for first read and worked on condensing them.
- Reviewed program reviews role vs GEMQ's role. GEMQ will help coordinate but PR responsible for overall prioritization process as a whole.
- GEMQ will review and give feedback then bring to EPOC.

VI.   Reports

a. District Reopening Taskforce – Anderson
- Shared a draft of principles, safety and well-being of all staff is number 1 priority. 2 equitable access, 3rd consistency to the safe approach. 4th plan for a full return. Have a plan B underway. 5th plan for the principles to move forward together. Townhalls are planned. First one will be discussing safety.

b. Call to Action Taskforce – Anderson
- Review the email that was sent out today who do we want involved, need fresh voices, encourage participation. Climate, recruitment, retention there is a lot of opportunity to participate. Chancellor suggested the taskforce will continue but is not ongoing. No deadline yet.
- Discussion on committees we already have in place that cover equity. Student equity, guided pathways, professional development, etc.
- Ongoing discussion regarding equity being more permanent at RCC.

c. Accreditation – Di Memmo – discussed previously

d. Guided Pathways – M. Greene
- April 29th and 30 Inland Empire Guided Pathways Summit; 15 participants.
- Highlighting English department, with a video production.
- Looking over onboarding process.
- Accepted for high impact practice summer institute.
- GP ambassadors are joining committees and participating strong, providing videos on different topics.

e. Student Equity – K. Woods
- Region 9 student equity leads meeting with region 9 guided pathway leads on trainings.
- Presenting some results of collaboration at GP summit on 29 and 30th.
- Co leads to give more support to region 9 leads, getting common language, meaning of equity and roles.
- K. Woods, M. Sanchez, M. Greene working together for guidelines how to pull information together and keep focused.

f. Program Review – C. Morrill
- Looking forward to moving down the new direction.

g. Leadership Council Updates/Report outs

I. GEMQ
  o Program review brought their charge to us before taking it to senate.
  o Worked on prioritization survey that will be sent out.
  o Worked on strategic responsibility charge.
  o Worked on checklist for the VP plans.
  o Looking at creating a student FAQs document.
  o Call to action taskforce information.

II. RDAS
  o FPP/IPP discussion.
  o Budget how to communicate CARES funds.
  o Parking
  o Physical resources, updates of 32 projects.
  o Technology classroom, AV , need faculty input.
  o HR plan, professional development, resource sheets.

III. SAS
  o Community engagement component, internships on campus.
  o Student life and integrated support groups back on campus.

IV. TLLC
  o Discussions about frustrations, worries, about returning to campus.
  o Introduce the idea of looking at strategic and operational responsibilities.

VII. Other – Open Forum

Stef ASRCC VP Shared that students are wanting a space in shared governance to talk and report out.

Shay ASRCC Pres. – The board is having a meeting to discuss a resolution to Asian American/Pacific Islanders violent hate crimes. Please help educate and spread awareness.

VIII. Announcements/Upcoming Events – not discussed

Minutes submitted by Melinda Miles