

Riverside City College  
Teaching & Learning Leadership Council (TLLC)  
April 25, 2022 | Meeting MinutesZoom

**Members present:** Star Taylor, Melissa Harman, Diana MacDougall, Sal Soto, Mia Timme, Peter Curtis, Jeanine Gardner, Daniel Gregory, Lynn Wright, Brit Osgood-Treston, Star Romero, Diana DeCastro, Nicholas Rodriguez, Daniel Turrubiartes, Sharon Walker, Aubrey Weston, Kristi Woods, Jacob English and Brandon Sumrall

**Members unable to attend:** , Gregory Russell and James Knieriem

**Guests present:** John Adkins, Shari Yates, Tammy Vant Hul, Adrienne Grayson, Kristin Gerdes, Hussain Agah, Shona O’Dea (DLR Group), Amena Coronado and Patricia Avila

**I. Call to Order** – Meeting called to order at 3:04 pm

**II. Approval of the Agenda**

A. M/S/C Soto/Woods

**III. Approval of Minutes**

A. Tabled until next meeting

**IV. Check in**

A. Council members checked in

**V. Committee Reports**

A. Faculty Development – no report

B. Curriculum Committee – no report

C. Strategic Enrollment Management – no report

D. Distance Education – submitted by email, will be sent out to committee members

E. Guided Pathways – no report

F. Department Leadership Council – Lynn Wright

- Retreat on March 24<sup>th</sup> with good discussion about scheduling
- Link from IT has been received to begin testing the course finder tool
- Norco and Moreno Valley are already using the tool

G. Integrated Academic Support – no report

H. Equity – Kristi Woods

- Ongoing work, breakdown of data will be released soon to find out which groups will be the focus of the 2022/2025 equity plan.
- Groups will be identified and presented to the committee at the next meeting.

I. Open Education Resources – no report

**VI. New Business**

A. Sustainability report (first read)

- Power point presented by Shona O’Dea from DLR Group
- Plan to address BP 5775 Sustainability/Environmental Responsibility
- [Facilities Planning & Development \(rccd.edu\)](https://rccd.edu)
- No questions

B. Rising 9 mentor program

- Adrienne Grayson presents on new multi-college program
- Mentors will be matched with mentees in their program for a yearlong program

- Summer institute will be required, program support will be provided
  - SDICO model will be used, applications will be coming soon
  - Clarification needed regarding if classified professionals are eligible to participate
- C. ZTC – zero textbook costs
- Discussion regarding once a class is published as ZTC, if it is reassigned, must it remain ZTC?
  - Equity and accessibility are in question, as well as academic freedom
  - Department protocols and procedures should be discussed in DLC or academic senate so that all departments use the same process/guidelines
  - Textbooks in the library must have enough for the entire class in order to qualify as ZTC
  - A librarian will be invited to next meeting to better understand eBook vs digitalized books
- D. Student Update
- Jake England, ASRCC Senator reports
  - ASRCC elections upcoming
  - Students are reporting a need for more supplemental instructors for student success
- E. Editorial response – April 21, 2022
- Sal Soto reports that the article, if true, needs to be addressed as soon as possible
  - Counselors want to help students and improve student success
- F. Student use of translators
- Tabled
- G. Book discussion – Ch. 2: Leadership Values and Organizational Culture
- Committee members discussed chapter 2 and how they connected to its content on leadership
  - All who come in contact with students can provide leadership
  - Discussion regarding leadership, degrees and providing mentorship to students
- H. Motion to extend meeting 5 minutes M/S/C Curtis/MacDougall
- I. Equity Convo-how are you showing your students they matter? How are you affirming your student's personhood and existence?
- tabled
- J. Teaching and Learning Policies – keep it or burn it. What's working and what's not?
- tabled

**VII. Open Forum - none**

**VIII. Adjournment**

- A. Motion to adjourn at 5:06 p.m.