

3:00pm – 5:00pm • Via Zoom

Members present: Paul O'Connell, Kristine Di Memmo, Cynthia Morrill, Malika Bratton, Tucker Amidon, Carol Farrar, Marc Sanchez, Eddie Perez, Mark Sellick, Casandra Greene, Monique Greene, Kristi Woods, Wendy McEwen, Hayley Ashby, Patricia Avila, John Adkins, Rachel Weiss, Gregory Anderson, Chip West, FeRita Carter, Gloria Aguilar, Shari Yates, Stephen Ashby, Scott Blair, Mark Sellick.

- I. Approval of Agenda – M/S/C - Sanchez/Amidon
- II. Approval of May 11, 2020 minutes – M/S/C - Amidon/Farrar, 1 abstention
- III. Chairs' Report – P. O'Connell; K. Di Memmo
 - o Joint leadership council Oct 30th prioritization in progress GEMQ reviewing documents.
- IV. Continuing Business
 - a. Cares Act update – Di Memmo (from June 8th)
 - o Taskforce that consists of faculty, students, staff have mapped out \$5.4 million funds directly related to student success and access.
 - o Part of the CARES Act III HSI allocation allows us to recoup some of our lost revenue.
 - o Ordered 500 more laptops, over 1,000 requests for laptops, handful of students have yet to return the laptops they borrowed in previous semesters. Dr. West's team is monitoring the distribution.
 - o 150 hotspots were ordered with CARES Act II funds and will be distributed to special programs first. Surveyed students who previously received CARES Act I funds and asked what they needed most, 83 students responded laptop or hotspot. The rest asked for cash.
 - o Parking structure will now become mobile hotspot. Completed around October 15th.
 - o We have until May 2021 to spend funds.
 - o Safety items, signage, PPE's purchased.
 - o There are logistical issues with some expenses, and this causes some orders to take longer than others.
 - o There is discipline specific software requested and purchased that enhances online teaching.
 - o Suggestion: Anything you are planning on integrating into Canvas talk to Distance Ed first.
 - o Make sure to loop in TSS team to consider all implications
- V. New Business/ Discussion
 - a. Three at Large Faculty members of EPOC for 2020-2021 – action (from June 8th)
 - o At the last EPOC meeting it was discussed to include Equity, Guided Pathways. Need to discuss a third member.
 - o Distance Ed, Professional Development were suggestions.

- Make sure we are reviewing college priorities, include DE as non-voting member.
 - Extend invitation to Ken Cramm as the chair of DE.
 - **Motion** Guided Pathways, Equity, Professional Development non-voting DE, Program Review – by consensus
- b. Checklist/Flow chart for Program Review – GEMQ – action (from June 8th)
- GEMQ has a role to make sure we adhere and align to the process.
 - VP summaries go to GEMQ with a checklist, then to prioritization.
 - Initiatives and process are coordinated with Business Services
 - Plans should be supported and documented with a connection to Guided Pathways, Equity.
 - GEMQ meets on Sept. 28 to give feedback, update in Nuventive, goal is to get VP summaries on the web sent out Riv all Oct. 1st provide pdfs to leadership councils for agendas.
 - Executive summaries can be sent out now but GEMQ might have modifications.
 - Lifecycle replacement items that are taken off but we have not fleshed out the process if there are items to replace but not up for replacement. Need GEMQ's help with the process.
 - West and Di Memmo are working on a resource request form.
- c. Core Competencies – Professional Development – action (from June 8th)
- Working on definitions, sent the document to Senate, Mark provided some feedback. Need direction from EPOC if we are moving in the right direction.
 - Competences are areas that need to be addressed, develop the document, look at work product that we have vetted informally.
 - On going discussion as to who needs to discuss areas of focus, principles, aspirational goals. Sellick made it clear that this is faculty development and under the faculty purview.
 - **Motion** to postpone – M/S/C Perez/ Amidon
- d. District Technology Plan- RDAS – action (from June 8th)
- District Strategic Planning Council approved the district technology plan. Any concerns bring it to O'Connell.
 - If you have concerns at a later time it can go back to the table.
 - **Motion** to approve the district technology plan M/S/C - Perez/Amidon
- e. ACCJC Annual Report and Post Accreditation Survey Results – information (from June 8th)
- Conducted assessment, 154 responses. Students that responded to survey was low.
 - Four major focus areas
 - Organization and team development good rating
 - Use of SharePoint did not rank high.
 - Development of the ICER received good ratings.
 - Improvement areas; coordination with district and colleges, editing process.
 - Highlight area was communication on process, strategic planning newsletter, accreditation publications.

- Accreditation training site visit prep went well.
 - Overall collaboration, communication, organization, inclusiveness of process, focus on positive approach.
 - Areas of improvement: more engagement, greater direction putting together narrative and collecting evidence, greater role definition, adherence to timeline and early district participation.
 - Starting to put information in process, working on follow up report timeline, collaborating with district office and other colleges. Survey has proven to be valuable.
 - Survey was sent out to student leadership only
 - Questions on the accuracy of some numbers on the 2020 annual report. Wendy will check with Raj on 6 and 7 as those numbers come from him.
 - Ongoing discussion re: retroactive numbers, aspiration numbers 16/17, 17/18.
 - Farrar and Wendy will look into it and get back to EPOC.
- f. Draft of Technology and Learning Principles – TL – preliminary feedback (from June 8th)
- Working on initial draft, once committee meets would like faculty co-chair to present.
 - **Motion** to revisit TL principles at the November meeting M/S/C - Farrar/Amidon
- g. Joint Leadership Council – Prioritization – October 30th
- VP plans to leadership councils by September 28th until Oct 26th, joint prioritization Oct. 30 9-12pm initiatives, 1-3pm faculty prioritization.
 - Prioritization letter forwarded 11/9 for approval, letter to President by 11/13/20.
 - Create Teams page for the prioritization to be able to ask questions before the prioritization meeting. Teams page will be for questions and clarification so that members can make a more informed decision.
 - Drop in sessions for questions as well as for VPs to answer questions.
 - It was recommended Guided Pathways and Equity leaders participate.
 - Everyone should participate to better understand the process and provide insight to the process of making it better.

VI. Reports

- a. District Reopening Taskforce
- Chancellors continues to remind the taskforce pay close attention to safety.
 - Each college, discipline, division, department coming back has to do the hard work prioritizing and figuring out the details of their return. Using the guidelines, operational process has to be coordinated and details worked out with facilities, safety and technology.
 - Assessing, collecting data, with an assessment tool on how to assess properly.
- b. Call to Action Taskforce
- Formed by the Chancellor, first meeting in July, series of meetings with all key constituent groups, developed the structure. Identified 7 functional areas, will strengthen equity, taskforces job is to strengthen, facilitate and drive the work. Approve the charge, key constituents, start working on action.
 - Provided membership, charge, committed to addressing anti-racism. Climate, sub groups meeting and developing their own charge.

- On going discussion on how to ensure that personal biases don't happen for our students.
- c. Accreditation – H. Ashby
 - Looking at the new RCC accreditation website, action letter, how it needs to be posted,
 - Following up on program-based accreditation.
 - SharePoint site follow up on issues with assessment, reviewing membership, uploading documents, follow up report.
 - Evaluations in process and being worked on to show we are in compliance.
 - Follow up report is in draft form, tentative timeline of processes, will follow up with the other colleges and district.
 - Hayley will be meeting with the other colleges.
- d. Guided Pathways – M. Greene
 - Need help how to get the good work of the Guided Pathways to the rest of the RCC community. Several faculty are not aware of the onboarding process. Need to streamline communication.
 - What is the faculty role in the classroom?
 - How can we provide consistent communication?
 - CLAS committee put together a document explaining the pillars, find ways to implement, need to revisit this.
 - Moving on to phase 2 of Guided Pathways.
 - Agenda item for EPOC/ASC Wednesday Workgroup
- e. Student Equity – M. Sanchez or designee
 - Will have a repeat of the training from last spring with Lasana Hotep. 30 attendees
 - Working on goals in the student equity plan.
 - Elections for the Equity chair.
 - Reaching out to Senate for a resolution.
 - Opportunities for faculty equity trainings.
- f. Program Review – C. Morrill
 - Looked at prioritization timeline.
 - Nuventive updates.
 - Checklist and flow chart discussion.
- g. Leadership Council Updates/Report Outs
 - i. SAS
 - Meeting on 28th
 - Vacant spots to fill and sub committees to establish
 - ii. TL
 - iii. GEMQ
 - Meeting on 28th
 - Reviewing documents/plans
 - iv. RDAS
 - Co-chairs met to discuss agenda; website updates, committee structure, marketing update.

West: Launching new RCC website on October 15th, active testing, three main focus; Guided Pathways, user friendly to multiple devices, ADA compliant. Marketing campaign for enrollment; Billboard signs on 91 freeway, Press Enterprise, social media, web ads.

VIII. Adjourn – 4:58pm