

**Faculty Chair:** Star Taylor, Associate Professor  
**Administrative Co-Chair:** Lynn Wright, VPAA  
**Classified Co-Chair:** Daniel Gregory, Production Printer  
**Student Co-Chair:** Jake England, ASRCC

**Members present:** Brandon Sumrall, Brit Osgood-Treston, Diana DeCastro, Diana MacDougall, Gregory Russell, Jeannie Gardner, James Knieriem, Kristi Woods, Melissa Harman, Mia Timme, Nicholas Rodriguez, Peter Curtis, Sal Soto, and Sharon Walker

**Guests present:** Corey Timberlake, Inez Moore, Mejgan Ahmadi, Paola Barrera, and Shari Yates,

**I. Call to Order** – Meeting called to order at 3:02 pm

**II. Approval of the Agenda**

A. M/S/C Sumrall/MacDougall

**III. Approval of Minutes**

A. September 26, 2022, tabled

**IV. Quick check in**

A. Committee members shared recent experiences, accomplishments, etc.

**V. Committee Reports**

Please see committee update prior to meeting, any questions can be asked during this time

A. Faculty Development

- Associate faculty recognition week – reception 5pm tomorrow and Wednesday at noon in the Glen Hunt Center
- Book discussion going well – Becoming a Student Ready College

B. Curriculum Committee

- No report

C. Strategic Enrollment Management

- Small increase in enrollment with late starts from last week
- Currently about 99% of target with only 11% of courses being late start
- 200 primary sections with 92% fill rate for last starts

D. Distance Education

- No report

E. Guided Pathways

- No report

F. Department Leadership Council (DLC)

- Kathleen Sell, chair, shares that DLC is in process of making a canvas shell for all department chairs to have a central depository for sharing information, also updating DLC constitution and bylaws as well as a clear process on how to gather Low and Zero Cost Textbook info.

G. Integrated Academic Support

- No report

H. Equity Committee

- New chair added – Malika Bratton, classified co-chair
- I. OER (Open Education Resources)
  - No report
- VI.** New Business
  - A. Equity Plan Presentation-Dr. Inez Moore
    - PowerPoint provided to committee members by email
  - B. Student Update – Elisabeth Etchell, President, ASRCC (15 minutes)
    - Students attended a leadership conference, report will be given in November
    - Scare week activities this week for students and their families to come to RCC
    - Students are encouraged to submit their scary stories to be read at Halloween Town
  - C. VP Plans and Prioritization discussion
    - VPAA plan reviewed - <https://www.rcc.edu/assets/documents/about/strategic-planning/program-review/2023/VPAA%20Plan%20-%202022-2023.pdf>
      - would like to highlight the second item – need this to support faculty development in the Glen Hunt Center
    - VPSS plan reviewed - <https://www.rcc.edu/assets/documents/about/strategic-planning/program-review/2023/VPSS%20Plan%20-%202022-2023.pdf>
    - VPPD plan reviewed - <https://www.rcc.edu/assets/documents/about/strategic-planning/program-review/2023/VPPD%20Plan%20-%202022-2023.pdf>
    - VPBS plan reviewed - <https://www.rcc.edu/assets/documents/about/strategic-planning/program-review/2023/VPBS%20Plan%20-%202022-2023.pdf>
  - D. Faculty Prioritization requests
    - 2022-23 faculty requests include 4 counseling faculty – they can be prioritized as: general counseling faculty, athletics counselor, general counselor, Puente counselor
    - Information received from Q&A
    - All plans and faculty request can be found at:  
<https://www.rcc.edu/about/strategic-planning/program-review.html>
- VII.** Open Forum - None
- VIII.** Adjournment – Motion by Star Taylor to adjourn accepted by consensus at 5:02pm

Draft minutes, submitted by Elena Santa Cruz