PLT reviewed the following information topics:

**Guest: Dean, Student Life Lisa Webb**
- Dean Webb provided an overview of the Hungry Tigers Program identifying college services available to students related to food and housing support.
- RCC partners with Feeding America to offer a food pantry.
- Hungry Tigers program hosts activities and meal programs throughout the year to assist students with food insecurities.
- The college partnered with All Saint’s Episcopal Church and The Church of Latter Day Saints in Riverside to host a farmers market for students on campus.

**RCC Website Redesign Update**
- VP West provided an update on the college website redesign, a project under way with multiple members of the faculty, staff and student constituencies.
- The redesign began in August 2017 and is now in phase three of five phases.
- The iFactory designs have been passed to OmniUpdate for development and content (text, photos and graphics) for webpages is being written by the college team.
- PLT will be working with staff and faculty to respond to requests for information. The goal is to have content prepared and finalized before development of the site is complete.
PLT considered the following policy items:

**Revised 2020 Institutional Priorities, Goals and Objectives**
- Interim VP Di Memmo provided an updated version of the Goals and Objectives which were revised to reflect SMARTIE (strategic, measurable, ambitious, realistic, time-bound, inclusive, equitable) goals.
- This document will be sent to the leadership councils for review and updated in the College’s Strategic Plan.

**Strategic Planning Timeline**
- Interim VP Di Memmo provided the Strategic Planning Timeline which was also sent to the leadership councils.
- The goal is to receive feedback within the established timeframe to present the Strategic Plan to the Board of Trustees in June 2020.

**Chancellor’s Cabinet notes**
President Anderson reviewed the Chancellor’s cabinet notes and provided updates on:
- Legislative visits in Washington DC
- Norco College president search
- Coronavirus
- Recruitment for retiring employees.
- Nominee for the California Community Colleges Chancellor’s 2020 Classified Employee of the Year award. Dr. Anderson is working with constituents to determine the college’s nominee for this award.

**Recruitment**
- VP West reviewed current open positions for faculty and classified staff. He indicated that his office is tracking positions to ensure that they move quickly through the process.
- PLT will be engaging in discussions with CTA and CSEA leaders to discuss ongoing challenges and solutions with recruitment for both new and replacement positions.

**PLT took action on the following item:**

**Purchasing Deadlines**
- VP West reminded PLT that purchasing deadlines are fast approaching and that the Purchasing department experiences significant workload increases at the end of the fiscal year and a rise in purchasing activity occurs toward year end.
- To ensure the best possible customer service, managers and staff are reminded to plan and prepare accordingly.