

# President's Leadership Team Report

## May 6, 2020

**FeRita Carter**  
*Vice President, Student Services*

**Carol Farrar**  
*Vice President, Academic Affairs*

**Kristine Di Memmo**  
*Interim Vice President, Planning & Development*

**Chip West**  
*Vice President, Business Services*

**Gregory Anderson**  
*President*



**Guest:** Launa Wilson, Executive Director, RCCD Foundation

Launa Wilson requested PLT supporting the concept of a "Week of Giving" in place of the annual President's Dinner.

- The "Week of Giving" format offers multiple means for many from across the College to become involved.
- The tentative date for the "Week of Giving" is November 30 – December 4, 2020.
- If successful, perhaps this event can be added to the College's annual calendar of events.
- Possible daily themes include: Tiger Pride day, RCC Athletics day, Performing Arts day, Transfer Success day, etc.
- Smaller planning committees, 20-30 people, will be created to identify and coordinate events with a focus on philanthropic efforts of identified themes.
- VP West will coordinate with Launa to establish the smaller planning groups.

**Guest:** Chris Blackmore, Associate Vice Chancellor, Information Technology and Learning Systems. Chris Blackmore discussed opportunities for video conferencing using Microsoft Teams platform.

- In an [email](#) sent regarding video conferencing, Chris outlines best security practices and disabling video for all unknown meeting participants.
- RCCD has continued to experience incidents with zoom bombing where offensive content has been displayed during video meetings.
- Microsoft Teams offers many valuable video conferencing features. Users can host calls with up to 250 members and has the ability to share screens and record calls.
- The next President's Virtual Office Hour will be hosted on the Microsoft Teams platform.

## **PLT reviewed the following information topics:**

### **Feeding Hungry Tigers Grab and Go Bags**

The Hungry Tigers program continues to receive donations. Cassandra Greene donated over 80 boxes of Girl Scout Cookies and Linda Sing donated hand-made face masks for students which were included in the bags.

### **Mental Health Support Survey [Results](#)**

The Office of Student Health and Psychological Services conducted a survey of students with the intent of collecting data about mental health needs and support.

- Thus far, 137 students have responded to the survey.
- SHPS staff are providing students with the information and resources that they requested/identified in the survey.

### **COVID-19 Student Drop [Report](#)**

District and College leaders are closely monitoring student withdrawals during the COVID-19 situation. PLT reviewed the latest information compiled by Business Services and Student Services. Thorough analysis is needed to identify challenges, create solutions, and reduce the likelihood of student drops.

### **Homeless and Housing Insecurity Pilot**

To date, four RCC students are receiving emergency housing assistance through the Homeless and Housing Insecurity Pilot program staying in local hotels through the end of the semester. If needed and applicable, their stay may be extended.

### **MLA Emergency Aid to Students**

Six students identified to receive emergency assistance through a \$1,000 donation from the RCCD Management Leadership Association (MLA). The allotment to students ranges from \$150 - \$200, funds will be disbursed next week.

### **Data Collection - Transition to Online Instruction**

In the next few weeks, the District will be sending out additional surveys to faculty, staff and students to gather data on lessons learned since the transition to the online learning environment. The Office of Planning and Development will report the results and consider how to integrate feedback into future planning initiatives for the College.

## **PLT considered the following policy items:**

### **5-Year Capital Construction Plan District/College [Presentation](#)**

PLT reviewed RCC's 5-Year Capital Construction Plan presentation which will be presented on May 15 at the District Strategic Planning Council. The presentation will be led by District Facilities Planning staff with support from each of the three colleges.

## **Accreditation - 2020 Annual Report and 2020 Financial Report**

Accreditation Liaison Officer, VP Farrar extended thanks to Interim VP DiMemmo and the team from Planning & Development, Dean McEwen and Director, Institutional Research Brandon Owashi for invaluable support finalizing the 2020 Annual Report and to VP West and the Business Services team of Interim Manager, Business Services Sherrie DiSalvio and Financial & Technical Analyst Elia Blount for their work on the 2020 Financial Report. President Anderson has submitted both reports to ACCJC on behalf of the College.

## **Cultural Proficiency Certificates**

PLT reviewed a proposal from the Professional Development Coordinator to purchase a one-year institutional certificate program through the Center for Organizational Responsibility and Advancement (CORA) that will allow employees to earn up to four certificates throughout the year.

- This one-year institutional certificate program includes the following topics: Teaching Men of Color in the Community College, Supporting Men of Color in the Community College, Unconscious Bias, and Racial Microaggression.
- The total cost of the annual program is \$35,000 and would be funded through Equity funds.
- While PLT fully supports this request, Interim VP Di Memmo was asked to follow-up with the Student Equity committee to confirm the request aligns with the Student Equity Plan, was supported by the committee, and will bring back to PLT for final approval.

## **Virtual Commencement**

PLT discussed making the 2020 Commencement Ceremony available for viewing beginning the morning of Friday, June 12th. The ceremony will consist of a variety of speakers and a slideshow of graduates. Students will customize their own slide which they can download and share on social media.

## **Foster Nation Meal Plan**

RCC Guardian Scholars students will be provided information on how to sign up to participate in Meal Nation through Foster Nation, a project within the Foster Care Counts Initiative/Pritzker Foundation. During the COVID-19 crisis, eligible students will receive one meal a day for 30 days.

# **PLT took action on the following items:**

## **Student Equity Grant**

PLT renewed their commitment to help all students overcome obstacles associated with COVID-19. The team discussed additional support for students, with a focus on the undocumented and other students who don't qualify for CARES Act funds. A plan prepared by Student Equity Committee included an application, letter to students, and plan for the disbursement of Student Equity funds (up to \$100,000) to eligible students was reviewed. PLT fully supports the intent of this request and looks forward to quickly getting the funds to the students in need.

**Final approval of [2020-25 Strategic Plan](#)**

Interim VP Di Memmo reported that the 2020-2025 RCC Strategic Plan will be submitted for review and consideration to the District Strategic Planning Council for the May 15, 2020 meeting. The 2020-2025 RCC Strategic Plan is slated to be presented to the Board of Trustees in June.