

RIVERSIDE CITY COLLEGE
Resources Development & Administrative Services Leadership Council (RD&AS LC)
March 27th, 2023
3:00 p.m. – 5:00 p.m.
Via Zoom

Co-Chair: Prof. Patrick Scullin, Faculty

Co-Chair: Dr. Danny Villanueva, Administrator

Co-Chair: Stephen Ashby, Classified

Members Present

Danny Villanueva, Stephen Ashby, Patrick Scullin, Daniel Hogan, Paul O’Connell, Robert Beebe, Sabrina Kroetz, Charles Richard, Linda Sing, Tonya Huff, Peter Lomas, Natalie Halsell, Liz Tatum, Lorenzo Lopez, Cabal Martin-Corbett

Guests

None

Call to Order:

3:03 p.m.

Approval of Agenda

Paul motioned, Robert seconded, no discussion or objections

Approval of Minutes

Charlie motioned, Robert seconded, Tonya abstained, no discussion or objections

Co-Chair Report(s) of Activity

Patrick – no updates

Danny – no updates

Stephen – no updates

Open Forum for Equity Connections: Best Practices, Struggles, and Solutions

Many students are struggling with EduNav. Is there anything RDAS can do to facilitate improving the system?

Daniel will update VP Danny on this matter.

Action Items

N/A

New business

Budget Update

End of year is approaching and budgets for next fiscal year are being constructed, submitted and reviewed. COLA is approaching. Consumer price index has increased significantly, so this will need to be considered in creating budgets. Departments have been encouraged to complete spending soon to meet delivery deadline of June 30th.

How is class funding calculated and does the process consider how much a student costs based on the classes they're taking?

- A district-wide assessment of this matter was conducted recently
- VP Danny has agreed to discuss this at an upcoming budget-instruction meeting

COVID Block Grant

All COVID-spending is being finalized. Stephen Ashby is working on obtaining quotes for upgrades to instructional technology. Purchasing should be complete by end of April.

Resource Allocation Update

VP Danny will be meeting with VP DiMemmo before the next meeting for more familiarization and will provide a more thorough update next meeting.

Facilities Update Regarding Recent Rains

The back-side wall of the quad facing the music building has suffered extensive rain damage that has spread to several lower level classrooms, offices, and hallways. Once the weather dries enough to allow it, teams will be excavating about 8 feet down to apply a water sealant. Once that is done, the damaged walls and flooring will be replaced.

The football field benches have also been dislodged as a result of the rain. These will be replaced after the football field and throwing sports field have been repaired.

Old business

Agenda/Minutes Archive

RDAS and its five main subcommittees will be submitted to Cabal, who will then submit them to the website.

Subcommittee Discussion

Financial Resources:

New budget process was approved by Academic Senate and sent to EPOC

Human Resources:

Still working on co-chairs and constituents

Physical Resources:

Updates on ongoing projects were provided.

The committee unanimously asked that RDAS make a commitment to find a solution to protect students in the event of an active shooter. Currently, there are either manual or electronic locks on classrooms, depending on building. While many of the manual doors have lock-bloks, the electronic doors cannot have them because this would result in a motor being burned out. However, the electronic locks cannot be locked from inside the classroom. There is a classified professional who can engage all of the electronic locks on campus, but that only accounts for a fraction of the classrooms and offices on campus and that person is only available during their work hours. The matter will be discussed more in-depth at the next meeting.

Add this to the next meeting agenda and invite campus Police Chief (ask Natalie), Krysten Mendes, and Sean DiSalvio.

Technology Resources:

The touch displays are still being piloted:

- Some apple users have to use work arounds to connect to displays
 - o Clevershare has issues working with iOS
- Some instructors refuse to use the pilot rooms at all
- Otherwise, feedback has been overall positive

TSS has been working on a Service Catalog and Service Level Agreement to provide end-users with a clearer idea of what services TSS provides and the time in which those services can be expected.

Stephen Ashby is working on getting quotes to spend out the remaining HEERF dollars and then the rest of the COVID Block Grant.

Computer refresh that was previously put on hold will resume over Summer '23.

The classroom upgrades that were tabled during the last program review were updated with a more thorough breakdown of components and costs and were slightly re-structured: class A/V would be upgraded with the ability to have HyFlex options added at a later date rather than from the outset.

Marketing Resources:

No updates

Adjourned: 3:55 p.m.