

**RIVERSIDE CITY COLLEGE**  
**Resources Development & Administrative Services Leadership Council (RD&AS LC)**

**April 22<sup>nd</sup>, 2024**

**3:45 p.m. – 5:00 p.m.**

**Via Zoom**

*Co-Chair: Prof. Patrick Scullin, Faculty*

*Co-Chair: Kristine DiMemmo, Administrator*

*Co-Chair: Stephen Ashby, Classified*

**Members Present**

Patrick Scullin, Stephen Ashby, Jennifer Lawson, Angelina Alcantar, Tonya Huff, Daniel Hogan, Robert Beebe, Chris Williams, Kristine DiMemmo

**Guests**

Kevin Mayse

**Call to Order:**

3:47 pm

**Approval of Agenda**

Angelina motioned, Jennifer seconded

**Approval of Minutes**

Daniel motioned, Robert seconded

**Co-Chair Report(s) of Activity**

Patrick – No report.

Kristine – Absent (attending a conference)

Stephen – No report.

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

Is there anything that can be done inside of the parking structure or within its infrastructure to discourage incidents of student self-harm?

Initial conversation between the college and architects about this has already begun, however, adding any sort of physical barrier to the parking structure will require working with the Division of the State Architects, meaning a speedy solution is not likely. *Suggestion has been made for this to be a standing item on future agendas.*

**Action Items**

N/A

**New business**

## **HR Concerns**

Multiple department (such as English, Applied Tech, and Music) have not been supplied with a list or have been given an inaccurate list of faculty members in need of their IOI. When asked for it, HR has told some departments it was the responsibility of the department to determine who needed to complete an IOI, and has told other departments it's on its way with no further follow up since. This is an ongoing issue, with some departments bringing it up at Board meetings with still no resolution or improvement. Evaluations were already brought up as an issue during the most recent accreditation renewal.

Auto department is also having issues with HR hiring new faculty to offer classes necessary for their students to graduate or complete their program, with some classes having not been offered in nearly two years due to not having the faculty to teach the class. This has the potential to impact the college's enrollment and program completion numbers.

## **Solar Panel Project**

Parking lots C and E will be fenced off from the day after graduation until the start of the new semester as solar panels are built over the parking lots. Lighting and blue security phones in lots Q and U have been updated to ensure the safety of students who will be using them while lot E is closed. Campus security staff schedules will also be modified to ensure coverage during evenings for those students and staff on campus after dark. Lot E will be worked on in segments from August 18<sup>th</sup> until October 13<sup>th</sup> to reduce the negative impact on parking, as Fall semester is historically the busiest time of the school year with the highest need for parking. Top floor of the CAADO parking structure will also be receiving solar panels, but their construction is slated to commence on August 5<sup>th</sup> and conclude on October 10<sup>th</sup>, during which time the Fox theater and Mission Square garage have agreed to lend additional parking stalls to college and district employees.

## **Budget Updates**

The Chancellor has promised there will be no layoffs in the near future. Instead, there will be a scrutinizing of rehires after the coming round of retirements. Budget augmentations are also not going to be permitted, but the Business Services and Finance departments are working on re-evaluating the current allocation of funds to decrease the need for multiple budget transfers by instead determining what kind of spending happens so the school year can begin with funds already in the budget strings most likely to use them. There will also be an evaluation of the full-time vs part-time budget. The college is supposed to have 75% of classes taught by full-time faculty and 25% by part-time; with the current ratio nearly the reverse, decisions and revisions will be made in the near future to bring those numbers back into accordance.

## **District BAM Funding Update**

There are currently three BAM (Budget Allocation Models) in the works: high-cost programs, non-academic programs, and a district model. The intent of these models is to ascertain the efficiency of each area's use of funds. As appropriate, it will also apply to a program's hiring and use of space. The BAM will be taken to the FRC before being brought to RDAS, and will be applied to every single program across campus and the District.

## **Security RFP and AP 5520 Security Camera Procedure Updates**

The District has started an RFP for a security audit to bring the college into compliance with a new workplace violence Senate Bill.

Further discussion to take place at the next meeting as more current information will be available at that time.

### **Strategic Planning Assessment**

Not discussed in the interest of time.

## **Old business**

### **HyFlex Update**

Not discussed in the interest of time.

## **Subcommittee Discussion**

### **Financial Resources:**

There is concern that a great deal of funding is reliant of Strong Workforce, and if that funding were to go away, it would put a number of programs in financial straits. Additionally, the committee has decreased in membership and needs more members, especially those with insight into the financial situation of the college at large.

### **Human Resources:**

Meeting postponed as the committee has still been waiting for more updates to ongoing agenda items from HR and other sources.

### **Physical Resources:**

No members available to report.

### **Technology Resources:**

No members available to report, however, TRC is working on reviewing and revising the Technology Plan with intent to present at the May RDAS meeting.

### **Marketing Resources:**

Marketing intends to bring new branding guidelines to present at the May RDAS meeting.

**Adjourned:** 5:00 pm