

**RIVERSIDE CITY COLLEGE**  
**Resource Development & Administrative Services Leadership Council**  
**April 28, 2025**  
**3:00-5:00 p.m.**  
**DL #409**

**Resource Development and  
Administrative Services  
Leadership Council**

**AGENDA**

**Strategic Responsibilities**

1. Develop the college's Midrange Financial and Allocation Plan that encompasses human, technological, and physical resource requirements as well as develop potential revenue sources;
2. Develop the college's Facilities Master Plan;
3. Develop the college's Human Resources Plan, including the college's Staff Professional Development Plan (faculty, classified, administrative);
4. Develop the college's Technology Plan; and
5. Accept and prioritize resource requests from each unit's Five-Year Comprehensive Program Review Plan; and
6. Assume responsibility for Accreditation Standard III.

**Operational Responsibilities**

1. Review periodic revenue and expenditure reports for the college;
2. Develop Integrated Action Plans for each academic year;
3. Assess and re-calibrate each year the college's resource metrics and objectives;
4. Make recommendations on Staff Professional Development Plan;
5. Advance the implementation of college goals;
6. Assess each year the college's facilities load ratio metrics;
7. Assess each year the implementation of the college's Technology Plan;
8. Assess each year the college's Human Resources Plan;
9. Assess each year the college's Finance Plan.

- I. Call to Order
- II. Approval of Agenda
- III. Approval of Minutes - 03/25/25\*
- IV. Co-Chair Report(s) of Activity
- V. NEW BUSINESS
  - a. Security Assessment Update (Di Memmo)\*
  - b. Free Speech Area Update (Di Memmo)
  - c. Constitution and Bylaws (Greene)\*
  - d. Mission Statement (Greene)\*
  - e. Budget and Facilities Workshop – Report out (Di Memmo)
- VI. OLD BUSINESS
  - a. Committee rosters and participation (Scullin)
    1. Updating Website with all agendas and minutes
  - b. Strategic Plan Update – District and College (Greene)
- VII. Sub Committee Updates
  - a. Financial Resources
  - b. Human Resources
  - c. Physical Resources
  - d. Technology Resources
  - e. Marketing Resources

“\*” = indicates attachment in meeting invite

**College Mission Statement**

Riverside City College serves a diverse community of learners by offering certificates, degrees, and transfer programs that help students achieve their educational and career goals. The college strives to improve the social and economic mobility of its students and communities by being ready to meet students where they are, valuing and supporting each student in the successful attainment of their goals and promoting an inclusive, equity-focused environment.