

**RIVERSIDE CITY COLLEGE**  
**Resources Development & Administrative Services Leadership Council (RD&AS LC)**  
**Sept 23<sup>rd</sup>, 2024**  
**3:00 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, Tonya Huff, Laura Greathouse, Angelina Alcantar, Daniel Hogan, Robert Beebe, Chris Williams, Sendy Powell, Kevin Mayse, Sabrina Kroetz

**Guests**

Jacquie Lesh

**Call to Order:**

3:02 pm

**Approval of Agenda**

Did not meet quorum for vote approval.

**Approval of Minutes**

Minutes were not available.

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

Patrick – Attended Senate and prioritization meetings. Report on agenda items.

Kristine – No report.

Stephen – No report.

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

Chris Williams asked about VP DiMemmo or VP Woods serving as the Administration Co-Chair. Answer is unknown at this time.

**Action Items**

N/A

**New Business**

**Accreditation:**

Jacquie Lesch presented to the committee about the accreditation review process starting fall semester '24. Explained that there each accreditation standard requires documentation. To start the process each leadership committee is being asked to help gather those documents through a website form.

Accreditation committee has identified the Standard 3 is the one connected to the RDAS committee.

Patrick will task subcommittees Technology, Financial, Human, and Physical resources with collecting and submitting relevant documents. Fall semester will be for gathering documents and planning the accreditation process. Spring semester and beyond will be for reviewing and writing the report, etc.

Kevin Mayse commented that during the last round of accreditation there were things like assessment, and syllabi collection that were not being done regularly. This created a situation where there was last minute pressure to complete assessment in just a few days for example. Hoping that someone is checking so that something like that doesn't happen again. Response that Wendy McEwen is reviewing that information and should be communicating with department chairs.

### **College BAM/Budget Updates**

N/A – Unable to discuss without VP DiMemmo.

### **Strategic Plan Responsibilities**

Patrick reviewed the current 2020-2025 Plan which details RDAS committee responsibilities. The plan details strategic and operational responsibilities that are tied to the subcommittees and the 5-year plan. He expressed frustration that the committee(s) are unable to perform these duties for a variety of reasons including lack of direction due to administrative leadership turnover and unclear procedures and operations. It is difficult to connect committee oversight with college operations. For example, in spring term we had multiple discussions about health and safety, but it is unclear if they made any noticeable difference or improvement. RDAS subcommittees should be more closely aligned with operations to affect oversight. With a new strategic plan on the horizon, committee structure will be discussed. Now is the time to collect ideas on what changes can be made to the committee structure and responsibilities.

### **Prioritization**

VP plans are available. Q&A meetings are scheduled. Voting members should attend and review the plans so that they can ask questions of the VPs.

### **Subcommittee Responsibilities**

Groups should review current plans and responsibilities and set goals for work to accomplish this academic year. Membership should align with operational responsibilities at the college. For example, administration and classified professionals from key areas should be a part of subcommittees related to their work. This should make collaboration and work more effective with faculty membership.

Tonya Huff commented that as a member of physical resources committee she doesn't feel like she has influence or power over things that happen. Subcommittees should have more influence on relevant decision making as opposed to hearing a report out of decisions that have already been made.

Daniel Hogan commented that at human resources committee the people that make decisions don't attend so nothing is discussed or decided. Questions can't be answered. For example, VP DiMemmo was supposed to meet with the committee for specific issues over the summer and it didn't happen. Also, HR at the district is a dumpster fire and the HRC has no influence over them. Because they are not doing their job thousands of dollars are being lost in FTE because faculty are not being hired and courses are being cancelled.

Angelina Alcantar agreed and expressed frustration that the decision makers are not present at financial resources meetings. Asked if there are other administrators that can attend so these responsibilities don't always fall to one VP. She also asked why there is no accountability at district HR for not performing their duties.

Patrick said that we need to continue voice our concerns and keep reporting upward to EPOC and Senate to get attention to these problems.

Sabrina Kroetz said that she is concerned about the multiple retirements on the horizon and how difficult it will be to replace faculty after the new year. This will be a huge problem for Nursing and will affect programs. How can we support increasing enrollment without hiring the right number of faculty members. This will be a huge problem in spring 2025.

## **Old business**

N/A

## **Subcommittee Discussion**

### **Financial Resources:**

N/A – Did not meet. VP DiMemmo unavailable. Will check with Natalie to see if there are other interested classified professionals that should attend.

### **Human Resources:**

N/A

### **Physical Resources:**

Robert Beebe committee is the place to report on college construction projects. When send out request for agenda items there wasn't a response for latest meeting.

### **Technology Resources:**

N/A

### **Marketing Resources:**

Branding guide is now online and available. District is updating ListServes for all campus groups. Now a dynamic system that will update automatically. Need to decide if moderated or unmoderated.

**Adjourned:** 3:55 pm