

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

April 26, 2021

3:00 p.m. – 5:00 p.m.

Via Zoom

Chair: Tucker Amidon, Faculty

Co-Chair: Dr. Chip West, Administrator

Co-Chair: Stephen Ashby, Staff

Members Present

Chip West, Tucker Amidon, Stephen Ashby, Charles Richard, Christopher Williams, Daniel Hogan, Natalie, Halsell, Elia Blount, Gabriel Rivera, Ismael Davila, Jennifer Lawson, Kimberly Reimer, Leo Truttmann, Patrick Scullin, Robert Beebe, Skip Berry, and Tonya Huff

Guests

Liz Tatum, Paul O'Connell, Rachel Weiss, and Bobbi Grey

Call to Order:

3:04 p.m.

Approval of the Agenda

Jennifer Lawson motioned to approve and Natalie Halsell seconded. Motion carried unanimously.

Approval of March 22, 2021 & April 4, 2021 Minutes

March 22nd Minutes: Natalie Halsell motioned to approve and Charlie Richard seconded. 1 abstention. Motion carried.

April 4 Minutes: Daniel Hogan motion to approve, Robert Beebe seconded. Adjustment, include Daniel Hogan in attendance. 1 abstention. Motion carried.

Action Items

N/A

Informational Items

Parking Discussion with Bobbi Grey

Bobbie Grey discussed the recommendation to place signs at the two entrances of the top of the parking structure that will read: Employee parking only from 7am-5pm, which will require restriping spaces for staff. This has been presented to the faculty union but not the classified union.

RD&AS LC has recommended that the signs selected be permanent. Also, there should be fluidity in changing these signs later based on the evaluation of spot usage as the semester progresses. Robert

Beebe needs exact quantity and sizes of signs, number of parking stalls needing to be painted, color of paint, and if *Staff* needs to be painted in the center of each spot so he can obtain an estimate. This recommendation needs to be approved by CSEA.

For parking around Early Child Development (ECE), it is being requested that ten spots in the parking lot Y be restriped for staff (removing 10 student spots) and two spots in the parking lot M be restriped for pickup and drop-offs only (removing two staff spots).

For CAADO, COIL, and Fox Theater parking areas, students and staff have requested a permanent escort between 5pm-10pm. For Cosmetology, they are requesting a permanent escort from the building to their parking location from 10pm-11pm.

Ideally, all of these recommendations would be implanted before fall semester starts.

Carpool Program

Tonya Huff presented the request to start a carpool program. The District Carpool Committee is not meeting so Tonya does not know who to move this item forward to. There are excellent carpool programs we can model ours from. For example, a few students purchase one parking permit, or a parking pass is discounted. RCC previous carpool was not effective because the requirements were too excessive. The council's recommendation is that the carpool program should have the following parameters: ease of access, consistently applied, and appropriately used. It's best to look at other college models. The council agrees that a carpool program is a good idea and more research should be conducted

Budget Update/RCC Indirect Cost Recovery

HEERF 1 has been spent out. The second portion of HEERF 1 is also spent out. HEERF 2 is in the process of being spent, but HEERF 2, portion 2 is spent out. We have not received HEERF 3 yet. Indirect costs are accrued based on expenditures. You cannot collect funds from student support. There are different rules for different grants. The district collects 17% of cumulative indirect costs and the rest goes back to the respective colleges.

HyFlex Classroom

Gabriel Rivera, Stephen Ashby, and Patrick Scullin presented a PowerPoint presentation on HyFlex classrooms. The current audio/video equipment in the classrooms is antiquated and at the end of life. We can use HEERF funds to upgrade RCC's A/V systems in the classrooms. Hybrid flexible classrooms combines face-to-face and online learning. This gives students more flexibility in learning and participation and professors a broader instructional approach. The equipment is seamless and automatic. TRC would like to polite HyFlex within 20-25 classrooms by the fall session.

If HyFlex does not work out, it can be removed and replaced with something else. The cost will vary from classroom to classroom. No official costs yet, but a rough estimate is \$93,000 per classroom. The system will capture anything the instructor is showing to the in-person students and present it to the remote students. The microphones will filter out background noise to pick up all conversations.

Subcommittee Discussion

Financial Resources: In the FRC meeting, Elizabeth Hilton talked about financial aid and programming with the College Promise Program and California Promise Program. Rachel Weiss talked about indirect cost recovery.

Human Resources: HRC finalized plans for CSEW. The drive-thru awards ceremony is on May 19th. The HR plan is almost done.

Physical Resources: Current facilities projects were discussed at the PRC meeting, as well as parking recommendations.

Technology Resources: At the last TRC meeting, Christopher Blackmore presented on District's request for more technology infrastructure.

Note: Employees were reminded to use the resources of Office 365 as much as possible. A list of available resources would be appreciated.

Adjourned: 4:45 p.m.