

RIVERSIDE CITY COLLEGE
Resources Development & Administrative Services Leadership Council (RD&AS LC)
February 28, 2022
3:00 p.m. – 5:00 p.m.
Via Zoom

Chair: Tucker Amidon, Faculty
Co-Chair: Dr. Chip West, Administrator
Co-Chair: Stephen Ashby, Classified

Members Present

Tucker Amidon, Stephen Ashby, Chip West, Elia Blount, Daniel Hogan, Paul O’Connell, Natalie Halsell, Ismael Davila, Jennifer Lawson, Patrick Scullin, Christopher Williams, Sabrina Kroetz, Robert Beebe, Charlie Richard, Leo Truttman, Tonya Huff

Guests

Marc Sanchez, Gabriel Rivera, Liz Tatum

Call to Order:

3:03 p.m.

Approval of the Agenda

Motions: Natalie Halsell 1st, Jennifer Lawson 2nd, approved by consensus

Approval of November 29, 2021 Minutes

Motions: Daniel Hogan 1st, Jennifer Lawson 2nd, approved by consensus

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

The Council asked whether there was a student presence at the meeting. It was clarified that while the student representative is not present at today’s meeting, the council has been assigned an ASRCC representative.

Action Items

N/A

Informational Items

Update on Construction Projects

There are currently over 30 different construction projects in action, so only a few updates can reasonably be presented.

First project update: the throwing sports facility planned to be installed in the football practice field area and is currently in the developmental design stage. The architects working on the project are scheduled to come back and meet with the committee in April, after which they will submit to the state for approval. Dean Blair, Director Williams, and Coach McCarran have been assigned the task of formulating a policy or procedure to prevent the hammer throw and javelin from being on the field at the same time for safety reasons.

Second project update: most of the first floor of the Digital Library is to be converted into a new STEM center; this is also currently in the developmental design stage. The architects working on the project are scheduled to submit for state approval by mid-March. The current timeline predicts a Summer 2023 completion date for this project.

- ❖ The Council asked who was being displaced to make room for the new STEM center. Technology Support Services will be moved from DL 1st floor to the old Financial Services building, next to the Cesar Chavez building. That is its own separate project.

Third project update: complete remodel of the old physical and life sciences buildings. Approval has already been submitted with the state, but that process can take 6-8 months. The entire physical and life sciences building will be fenced off. Lower campus parking between the football field and swimming pools will be cordoned off for construction trade parking. Equipment and supplies are expected to be transported up Mine Okubo from Magnolia Street. The building is currently slated to be opened late 2023; however, this date may change due to current world events.

- ❖ The current timeline for the fence to be erected is late summer '22, perhaps late July to Early August.
- ❖ Access around campus should not be restricted by this project. The director of capital planning from the District attended the meeting between the contractor, RCCD Police, Robert Beebe and Chip West to ensure construction would not disrupt the campus's ADA compliance.
- ❖ The Council asked if the parking being used by construction will be made up for elsewhere. In short, no. However, that parking lot goes mostly unused in the mornings and will be opened up for student parking in the afternoons so as to mitigate any impact the loss of parking may have.

Bonus tangential project update: the roughly dozen or so parking spaces on Mine Okubo by Business Education are being eliminated. The project was presented to the Physical Resources Committee (PRC) and the Parking Committee, and will eventually come to RDAS for approval. The college had already been considering making this change before the spaces needed to be eliminated to give the construction work trucks the ability to travel up and down Mine Okubo. The biggest impact will be on staff that come to use the copy center, as some of the spaces being removed were 30-minute parking spots located right outside the copy center. These spots will be incorporated into another lot. The parking spaces will not return once construction is over; instead, Mine Okubo will be a two-way street.

Joint Prioritization

RDAS is assisting in "closing-the-loop" for Spring joint prioritization. This means going back to the different initiatives and projects that were previously prioritized and evaluating their progress. RDAS will need to discuss in the future what data and parameters will be used to evaluate the progress of any initiatives/programs/positions that pass joint prioritization.

Subcommittee Plans Progress

The subcommittees have plans that need to be kept up-to-date and monitored to ensure they are effective and they're being adhered to. It was previously suggested that a small group be formed consisting of members from each of the five subcommittees that would look at the plans, bylaws, processes and more of each subcommittee. The goal of this group would to ensure cohesion and consistency across the subcommittees.

Tucker nominated himself to head this group. The following members volunteered to assist:

Paul and Liz from FRC

Patrick and Natalie from MRC

Daniel and Natalie from HRC

Leo and Gabriel from TRC

Charlie from PRC

Budget Update

RCC has about 80% enrollment compared to 60-70% at other local colleges. There is decline across all areas, but Fine and Performing Arts seems to be suffering a bit more. CTE is steady, but STEM students have declined. LHSS is holding firm (LHSS is carrying the lion's share of the college's FTS [full-time students]). The college is not worried about losing state-funding due to lack of enrollment at the moment. Financial issues that arose from low enrollment have so far been shored up by one-time grants and other monies from the state. However, the college will eventually exhaust those resources. It may be a very lean year for strategic planning in regards to funding.

Subcommittee Discussion

Financial Resources:

FRC looked over the resource request form that's going to be tied to program review. The first suggestion was to change the title from Proposal Title to Initiative Title. The second suggestion was to add in a section for area information. The third suggestion was to include a revision date at the bottom to ensure the most recent version is always the one with which the subcommittee is working. The resource request form will be part of this year's review process. As such, any revisions to the document would be for future program reviews, not the review due March '22.

Human Resources:

Dan: HRC has not yet had its first meeting this year.

Physical Resources:

PRC presented a list of construction project updates. Some clarification was needed for certain constructions projects. The amphitheater project went through program review two years ago for approval, not through PRC. When it was originally approved, there was no funding for it. One-time funding made it possible for the project to start moving forward. It was further clarified that it is not an amphitheater, it is a small sound stage out on Aguilar Patio.

The football field is not currently able to be used. As it stands, it is a safety hazard, and trying to fix it is a very complicated issue that requires input from a number of outside entities (Division of State Architects, ADA, and more). The stadium is not currently ADA or code compliant. The track is usable for practice but

is also in need of improvements. Because of the number of improvements needed, the football field is an exceptionally expensive project.

Lovekin 12 remodel has been completed.

Technology Resources:

The majority of the TRC meeting was spent discussing the results of the A/V Survey TRC had sent out previously. This survey asked respondents questions about the usability of the A/V tech currently in the classrooms, what could be improved or replaced, and what items they use most or least. A number of the respondents expressed an interest in participating in a focus group to further dive into their opinions of the current A/V classroom set-up and how it could be improved. TRC proposed submitting this project to joint prioritization.

Marketing Resources:

MRC also has not met yet. The MRC is still very new and is working on getting a Marketing Plan together. A marketing survey was sent out previously and the results will be discussed at their first meeting of the year. There are also plans to send the survey out to students.

Adjourned: 4:12 p.m.