

SASLC Minutes

3:00pm – 5:00pm March 22, 2021

Zoom Room

RCC 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.*

ATTENDANCE: Eduardo Perez, Carolyn Rosales, K. Sunny Siu, Liz Gonzalez, Karen Esparza Lopez, Ramisha Islam, Oliver Thompson, Inez Moore, Allan Wyant-Forbes, Marc Sanchez, Jacqueline Lesch, Patricia Avila, Thomas Cruz-Soto, Jr., Laneshia Judon, Amy DeArcos, Michael Love, Gloria Aguilar, Stacie Eldridge, Stefany Moctezuma, and Mary Renteria

1. Call to order (3:00) – Dr. Eduardo Perez
 - a. Welcomed everyone to the meeting

2. Approval of Agenda (3:00)
 - a. Allan Wyant-Forbes motioned to approve
 - b. Stacie Eldridge seconded the motion to approve (Correction on date of November 22 Minutes to November 30, 2020)
 - c. Abstentions: No Votes: No
 - d. Approved by consensus

3. Approval of Minutes (November 30, 2020) (3:00)
 - a. Thomas Cruz-Soto motioned to approve
 - b. Allan Wyant-Forbes seconded the motion to approve
 - c. Abstentions: No Votes: No

(February 22, 2021)

 - a. Carolyn Rosales motioned to approve
 - b. Thomas Cruz-Soto seconded the motion to approve
 - c. Abstentions: 2 Votes: No
 - d. Approved by consensus

4. Ongoing Business/Action Items
 - a. Teams Site
 - i. Structure, assignments, due dates, notes – In Progress

 - b. Strategic Plan
 - i. Handbook - In Progress
 - ii. Strategies and Targets - In Progress

 - c. Subcommittees -

i. Student Life (Dr. Thomas Cruz-Soto) – this is tabled for next month. The Student Life Sub-Committee will meet on April 19th.

- a. Purpose Statement/Charge
- b. Goals –
- c. Assignments
- d. Due dates

ii. Integrated Student Support (Dr. Inez Moore)

1. Purpose Statement/Charge

- a. Assignments – Dr. Moore reported the committee met two weeks ago. The focus was what the charge was and making sure that everyone understands this being a sub-committee under SAS. There is a need of professional classified staff to join this sub-committee. All suggestions are welcomed. Dr. Cruz-Soto will invite Dr. Moore to the Monthly Student Services Lead Meeting so she can address her need of membership.
- b. Due dates – discussion on different objectives and the goals to set in place and move forward into summer, especially for fall with enough of support in person and online regarding tech support and funding. Dr. Cruz-Soto suggested to address this with the Department Dean on continued tech support.

Dr. Moore has received a lot feedback from students who have concerns and fear on returning physically back in fall. However, support will continue online services for the students at 100%.

Dr. Moore will implement MS Teams to share the documents that have been completed.

iii. Community Engagement – Dr. Perez introduced and shared with members that he, Dr. Thomas Cruz-Soto, and Gloria Aguilar had agreed to put some tasks together in Microsoft Teams for Strategic Plans for all members to utilize and continue with documentation. Discussion on the goals and what strategies SAS can compartmentalize and the areas of the sub-committee work groups.

Dr. Perez introduced the sub-committees will each have particular goals to work on and specific tasks. Dr. Perez created a team website under Microsoft Teams. For members who aren't familiar with MS Teams you can get access by downloading the APP or if you have the APP on your computer you can click on it and you will see that you have teams assigned to under the SASLC Icon. You will be able to see some links and view the "to do" tasks assignments and particular plans. If you have no access you might have to do a work order to obtain the APP.

Guided Pathways and Equity have their own MS Teams site. The Chairs of the sub-committees will be in charge of completing the assignments. The sub-committees will have the structure, purpose and charts. Everyone will be able to

click on notes which will indicate messages/assignments due. This is all part of our Strategic Plan.

Student Life and Services will have goals 1.2, 1.3. SAS members may or may not get invited to some of the work groups, depending on what your responsibilities are and what your expertise is, how you're able to contribute to particular goal(s), and what kind of help you can help us out with.

More work is to be done on putting in the goals, reporting measurement and assessment etc. Keep checking MS Teams on your assignments. The plans are to house all documents on the site, so when we are working on the same document we don't have 10 different versions of that document. This is a good way to centralize all documents.

1. Purpose Statement/Charge

- a. Assignments – Dr. Perez and Michael Love spoke about recruiting for more members. Today Meriel Anderson-Dade, Sharice Fox, and Dr. Melissa Matusak was invited today to have a perspective on Community Engagement tasks/plans etc. These guests are doing work with internship program for students, under Community Engagement which is a connection on the development of ways that can put the students in a direct line of sites with work experience at various areas on campus. CTE has been doing a lot of work finding employment that connect with students' academic courses.

Currently CTE Program works with outside Community Services to strengthening collaboration with the four-year colleges and with various workshops collaborate with the internship programs.

Discussion on roles how SAS along with CTE to move forward on letting students know about the workshops and presentations. It was agreed to continue notifying students all availability on internships programs which also follows under guided pathways for student's career pathways for planning.

Guest: Dr. Melissa Matusak - Dr. Melissa Matusak shared with SAS information that she helps RCC students on recruiting students to pursue a career with information and connections on an internship program within Riverside County Sheriff Department, Riverside District Attorney Office, and Riverside County Probation Department.

Dr. Matusak explained this opens up at every semester for all students. Students do not have to be in a Behavioral Science Major to pursue these careers. Dr. Matusak is connecting with other community partners to create and establish a spectrum of different justice related programs for the students or any other students who might be interested.

Students can apply online; however, do to the website issues everyone and students are encouraged to email her.

Riverside County Sherriff Department students serve in three different places and spend 12 weeks at the internship program (four weeks at three different locations), four weeks at the crime lab, four weeks with patrol and the community, and then four weeks at the Coroner's Office. The students that apply have to meet some basic requirements which are somewhat strict due to being hired by the county and the internship position.

The Probation Department is a paid internship for students that offers 50 hours of training the areas are based on community corrections centers primarily with juveniles. Students can get the academic career at RCC and once they graduate they are edible to apply for full time benefits positions within Probation for a Correction Probations Officer or a Community Corrections Officer.

The District Attorney Office currently has areas for students with the Bureau of Investigations which also partners with Probation Department Certificate Program.

Dr. Matusak stated that she has sent over 30 students for the internship and 22 of them have applied for jobs. Currently 5 students have been hired by the agencies. Dr. Matusak is looking to expand her program and offer more opportunities for students.

Meriel Anderson-Dade will continue to work with Dr. Matusak on announcing this information to students in CTE and the Career Center. Dr. Perez would like to extend the invite to Dr. Matusak on attending SAS or the Community Engagement subcommittee.

b. Due dates

- iv. Dual Enrollment – Liz Gonzales reported the committee has not be able to meet. Dr. Perez can assist and meet with the committee in the next week or so to review the goals and the next “to do” assignment(s). The goals are mentioned in the Strategic Plans with specific targets on dual enrollment.

1. Purpose Statement/Charge – tabled for next meeting

- a. Assignments
b. Due dates

d. Guided Pathways -

i. Working Draft of GP Plan: Dr. Monique Green will use MS Teams and work on sending out notes to all participants and let them know any information, tasks to complete. Dr. Perez mentioned that projects can be shown that have been completed.

ii. Community Engagement Cont. Discussion: Karen Esparza Lopez (student) reported that the Student Ambassadors are working and researching documents with information on different internship programs provided by them within the Community.

Karen Esparza Lopez addressed to SAS what can student leaders do to help in this project what was shared from Dr. Matusak and provide any assistance? SAS members agreed with Dr. Perez to reach out via email to Dr. Matsuak. Dr.

Matusak has done an extreme amount of work in the area of internship which shows how it is formalized and institutionalized with all the elements combined.

SAS members are encouraged to continue inviting students to this committee so that their voices can be heard and student leaders. SAS welcomes all students interested to join in any of the subcommittees.

Dr. Cruz-Soto suggested to invite RCC Vice Presidents and Dr. Mark Sellick on behalf of Dr. Matusak for suggestions/plans for Program Review on the internship programs as a formal discipline to upcoming SAS meetings. Additionally, introduce wraparound services with intrusive advising models.

- e. Faculty Development/Engagement Centers (Dr. Pati Avila) – reported that Faculty Development has met with the Partnership Resource Team (PRT) a week ago. The goal is to redevelop a cohesive plan that aligns across the board with Equity and with Guided Pathways as the two top priorities.

Three areas the PRT worked on was: Faculty Development, Professional Development, and exploring a Steering Committee. Dr. Avila has reported to Dr. Anderson on all the leadership plans and upcoming training workshops and also requesting to have a budget. Recommendations from the PRT is to have a designated budget, next month more information to follow on any responses from Administration.

Additionally, Faculty Development is focusing on the District Task Force on the ‘Call to Action’ and focusing on Professional Development and conversations with the two colleges constituency groups so that this can be streamlined and have consistency with just one plan in place with District support.

Faculty Development, Professional Development, and Equity has supported across the board at the three colleges in partnership by sponsoring Dr. Bettina Love webinar events and open discussion on her books.

Additionally, more upcoming events will be announced. In April, plans are to work on the fall FLEX recommendations, more information TBD. All recommendations or suggestions from SAS that members would like to address, please email Dr. Patti Avila.

- f. Student Equity (Marc Sanchez) – table to next month
- g. Formerly Incarcerated Students (Ismael Davila) - table to next month.

5. Other – Dr. Oliver Thompson discussed that awhile back it was discussed on having a series of workshops for the formally incarcerated students along with ALLY students. Additionally, continue with workshops for Foster Youth, ALLY, DACA, Ujima students. Any volunteers to start off with a series of workshops notify Dr. Perez.

Dr. Thompson suggested to invite Mark Takano, U.S. Congressman 41st District regarding a workshop for DACA/Dreamer students on what Washington DC is doing at the moment on assisting these students regarding their continued education. Dean Cruz-Soto recommended to contact Marissa Yeager from the District for any dignitaries to join SAS or any other workshops/events.

Sunny Siu would like to join and volunteer in Community Engagement sub-committee along with CTE.

Michael Love suggested to continue the internships folded together for students to transfer in the CSUs. Also, engage faculty in the Engagement Centers to help the students that are reaching the second or third year before they transfer with their application process so that the students can be ready. Sharice Fox also agreed on getting the help and assistance for faculty involvement. Dr. Perez recommended if Dr. Avila can share this with the Engagement Center Coordinators and have a future discussion with an Agenda. More information TBD.

Carolyn Rosales would like to join in the Student Life & Services sub-committee. Carolyn Rosales also addressed to SAS if there can be an any future workshops for the Asian, American Pacific Islander students? These students have voiced their concerns as well their fears and worries during these times of learning and not being recognized or seen as much as other groups. Dr. Perez suggested that some type of statement to be put together for SAS to discuss. Dr. Avila and Carolyn Rosales have volunteered to collaborate together regarding this concern and will report out, more information TBD.

5. Adjourn 4:35pm

In order to streamline and reduce copies being made, all reference documents will be made available electronically prior to this meeting.

Minutes submitted by Mary Renteria