

Riverside City College Academic Senate
December 8, 2025 • 3:00 - 5:00 PM • Hall of Fame

3:00 I. Call to Order at 3:00 pm, quorum met

Roll Call

Academic Senate Officers (Term ending 2026)

President: Jo Scott-Coe

Vice President: Star Taylor

Secretary-Treasurer: Megan Bottoms

Department Senators (Term ending 2026)

Art: Will Kim

Chemistry: Leo Truttmann

Cosmetology: Rebecca Kessler

Counseling: Sal Soto

Dance and Theatre: Jason Buuck

Economics/Geography/Political Science: Sean Pries- 3:02pm

Kinesiology: Jim Elton

Nursing Education: Lee Nelson

Physical Science: Aaron Sappenfield- 3:01pm

School of Education & Teacher Preparation: Kayla Henry

Associate Faculty Senator (Term ending 2026)

Lindsay Weiler- 3:15pm

Department Senators (Term ending 2027)

Applied Technology: Patrick Scullin

Behavioral Science: Eddie Perez

Business, Law & CIS: Skip Berry- 3:05pm

Communication Studies: Lucretia Rose

English: Christine Sandoval

History/Philosophy/Humanities/Ethnic Studies: Daniel Borses

Library & Learning Resources: Sally Ellis

Life Sciences: Gregory Russell

Mathematics: Mary Legner

Music: Steve Mahpar

World Languages: Huda Aljord

Ex-Officio Senators

TLLC: Lashonda Carter (not present)

ASC: Jacquie Lesch

EPOC: Wendy McKeen

GEMQLC: Virginia White

RDASLC: Patrick Scullin
SAS LC: Melissa Harman -3:45pm
Curriculum: Kelly Douglass
Parliamentarian: Sal Soto

RCCD Faculty Association

Araceli Calderon (not present)

Administrative Representatives

College President: Eric Bishop (Interim)
VP Academic Affairs: Lynn Wright
VP Business Services: Kristine DiMemmo
VP Planning and Development: Kristi Woods (Interim)
VP Student Services: FeRita Carter

ASRCC Representative

Latiesha Williams

Recorder of Minutes

Sydney Minter

Guests

Courtney Carter- Counseling
Sha-Pham Welsh- Student
Regina Miller- Admissions & Records
Shari Yates- CTE
Kevin Harrison- Technology Support Services

3:05 II. Approval of the Agenda

- M/S/C: (Legner/Borses) approved by consent to move the OER Liaison vote to the top of Ongoing Business
- Sal Soto will be the designee to deliver the Faculty Association report

3:05 III. Approval of the Minutes Oct. 20 and Nov.3

- M/S/C: (Kim/Legner) Oct. 20 unanimous
- M/S/C: (Legner/Borses) Nov. 3-unanimous

3:08 IV. Public Comments

- No public comments

3:08 V. Liaison Reports

A. RCCD Faculty Association

- The negotiations are going well!

B. College President or designee

- Dr. Bishop thanked the Academic Senate and RCC for the welcome he received as he completes his first semester at RCC. He appreciates the opportunity to serve alongside Academic Senate and faculty members and looks forward to next semester.

C. ASRCC Representative

- The ASRCC The ASRCC Team attended the Advocacy Academy this past weekend. There was a great turnout. A lot of information was shared on the resolutions that they will be going over.
- ASRCC will attend an event in Washington, DC from March 1-4 and will invite 10 students to participate.
- At the last ASRCC senate meeting, Latiesha discussed student perspectives on AI. She plans to form a committee on this topic in the spring semester.

VI. Committee or Council Updates

- A. Accreditation co-chair Jacquie Lesch will provide the updated ISER timeline (information)
- The spring semester schedule now includes a district overview, coordinated with Norco College and Moreno Valley College. Board approval dates have also been updated.
- Six faculty members have joined the winter writing workshops to consolidate work into a single document. Managers and classified professionals will also participate. The writing teams will complete a draft over the winter semester and present it to the college early in the spring semester. Faculty who stepped forward to work on the winter writing team:
 - Megan Bottoms
 - Tucker Amidon
 - Carolyn Rosales
 - LaShonda Carter
 - Valerie Merrill
 - Patrick Scullin

VII. Ongoing Business

- A. VP Taylor will lead a vote for the ASCCC OER Liaison to serve for Spring 2026 (action)
 - There are two candidates; we can elect one.
 - Blanca Garcia Baron (10 votes)
 - Lindsey Weiler (5 votes)
 - Thanks to both faculty for their willingness to serve, and congratulations to Professor Garcia Baron.
- B. RCC President Bishop and RCCAS leadership will report the proposal of the ad hoc IETTC work group (first read; second read and action March 2)

- The proposal overview includes names of ad hoc advisory members, site information, meeting timelines, and anticipated events, including upcoming discussions with the Academic Senate in the spring. The proposal also outlines primary and secondary considerations for different program areas.
- The proposal includes a statement on page 7 to ensure ongoing, robust conversations with faculty subject matter experts as this work continues.
- The current ad hoc workgroup will conclude its work after the proposal vote in early March. Members will remain engaged as needed to ensure relevant voices are included.
- Dr. Bishop noted that robust discussions broadened the workgroup's perspective and identified potential opportunities to consider when meeting with architects. He emphasized that process matters, and that great processes make it much easier for people to understand outcomes.
- Many questions were addressed regarding plans for phase one vs. phase two of long-term construction. Establishing a plan for immediate needs and design will help keep all stakeholders aligned for future phases.
- How can we ensure continuity throughout each phase of the process? Faculty subject matter experts who will occupy these spaces will continue to be involved in the process.
- This topic will be revisited on March 2, with a request for vote to move forward.

C. Counseling faculty Sal Soto and Courtney Carter will share an update about Student Education Plans (SEPs) (information and discussion)

- In response to the concerns and questions raised at the Nov. 17 meeting, the discussion focused on updates related to counseling, particularly student and comprehensive educational plans (SEPs) and their development. More input from Admissions and Records in a follow-up may be desired.
- SEPs are created by appointments that typically last 30 to 45 minutes. Counselors are available for in-person, virtual, or phone meetings, and all general counselors serve as Pathways counselors.
- SEPs come in two formats: the comprehensive Smart Plan (formerly EDUNAV) and a PDF plan listing all courses without a semester organization.
- The counseling website includes an articulation page with details on ADTs, common course numbering, general education worksheets, and private university articulation.
- Graduation applications can only be submitted for active programs; to apply for additional degrees, a change of information form must be filled out. A chart is available for tracking graduation applications and certificate timelines.
- In 2024-25, about 17.5% of degrees were auto-awarded.
- Discussion ensued about how to ensure that students' plans and matriculation are not impeded along the way. Financial Aid implications are also a concern. We need to continue this conversation in Spring, including the opportunity to hear from Admissions & Records.

D. VP Kristi DiMemmo will provide an update about college facilities, budget, and safety (information)

- VP DiMemmo highlighted key points about California's education policy and funding, and how these issues impact RCCD and each college.
- The California Legislature oversees education code, while the Legislative Analyst Office provides fiscal and policy advice to lawmakers. The Department of Finance serves as the Governor's chief fiscal policy advisor and manages budget oversight. The Board of Governors and California Community Colleges manage Title V, and the California Community College Chancellor's Office prioritizes data and student-centered strategies. The Riverside County Office of Economic Development provides information on community development and success metrics.
- Riverside Community College District (RCCD) uses the District-wide Budget Allocation Model (BAM) for district accountability and the College Budget Allocation Model for individual colleges.
- RCCD's funding sources include general funds for salaries and operations, categorical funds with specific restrictions and time limits, grant funds requiring applications and reporting, lottery funds for instruction and technology, and scheduled maintenance funds for campus upkeep.
- Lottery funds are restricted resources allotted specifically for instructional and technology-related materials. Scheduled maintenance, or deferred maintenance, refers to restricted funds dedicated exclusively to the repair and upkeep of college facilities.
- To ensure fiscal prudence, capturing census data at a specific point in the semester is crucial, and there's an emphasis on the importance of timely census submissions to secure the 70% apportionment.
- Financial management is a key concern for RCCD, as salaries and benefits make up 84% of the budget, with insolvency risk if this rises to 88-89%.
- Total release time and reassign time equates to 63 full-time faculty.
- Currently, there is no room for budget increases, highlighting the need for transparency in financial discussions.
- RCCD is engaged in several ongoing facilities projects, including the STEM Engagement Center, safety enhancements, and campus upgrades. The total cost of these initiatives is estimated at more than \$26 million. This reflects a shift toward prioritizing funding that supports student success and completion.
- VP DiMemmo also spoke about different types of fund sources as well as the Student Centered Funding Formula (SCFF).
 - Categorical funds are funds restricted to a specific activity or program.
 - General funds cannot be used as a gift.
 - Grant funds are restricted funds dedicated to a specific activity or program, usually acquired through a comprehensive application process
 - Lottery funds are restricted, funds dedicated to instruction and technology-based materials.

- For our annual budget, about \$70 million of our budget goes toward academic salaries, a little over \$21 million for classified salaries, and benefits equates to about \$38 million.
- RCC Annual budget \$153, 506, 517
- We need conversations to assure that the college is transparent with budget
- VP DiMemmo included updates about current facilities projects and costs at the college (e.g. Engagement Center Projects, safety and security infrastructure updates, lighting, and others)
- Culture shifts in seeing how our funds support student success and completion (SCFF formula).
 - The presentation included a great deal of detail. Faculty asked clarifying questions, and it is clear that increasing collegewide understanding of current budget allocations and their implications will be critical for effective financial management.

VIII. New Business

- A. RCCD TSS Director Kevin Harrison will present an overview of district audiovisual standards and design guidelines (information)
 - The Technology Support team is developing formal standards by consolidating existing guidelines into a cohesive document that establish a unified audiovisual (AV) technology framework across all RCCD colleges, ensuring consistency, reliability, and ease of maintenance.
 - The presentation covered various facilities elements for AV equipment, including instructional, collaborative, and informational audio-visuals, promoting interoperability and centralized support. This framework supports remote and hybrid learning through Hyflex configurations, enhancing classroom and conference room experiences and digital signage. Key classroom standards include integrated multimedia systems, laptop inputs, ceiling-mounted laser projectors, ADA-compliant systems, ceiling speakers, and wireless or handheld microphones.
 - Core AV components and instructor stations are integral to the framework. The committee is recommended to establish governance oversight, adopt the framework, and institutionalize it.
 - Ongoing feedback and input will be needed.
- B. Ratification of new and ongoing appointments: President Scott-Coe or designee will present candidates for the following committees or councils (action)
 - DSSC Committee vacancies and re-appointments coming March 2026
 - District committees still have vacancies. We will revisit this topic at the first Academic Senate meeting in March.

IX. Officer Reports

- A. RCCAS officers will provide any end-of-semester updates
 - DE Certification
 - The first round of peer reviewers will complete norming before the end of the

term.

- The call for a new group of peer reviewers for the spring was sent last week. Interested faculty should respond by December 12.
- Please watch for an email regarding the initial steps and “soft launch” of peer review certification. Progress is gradual now but will accelerate over time.
- Curriculum: The curriculum deadline will change to the end of Spring 2026, allowing time for summer clean-up and edits each fall semester. Please consult your curriculum representatives, who are meeting tomorrow at the RCC Curriculum meeting.
- For hybrid final schedules, work with your deans, chairs, or IDC to secure your room. Do not assume your regular meeting space is available.
- For bookstore request forms, please verify your book selections and confirm your identity for the winter and spring semesters—errors are common when the system rolls-over courses/texts and faculty need to double check for accuracy.
- If your discipline or department has subject-matter specific OER considerations, please email them Sally Ellis by December 12.
- On Thursday, 12/4/25, Secretary-Treasurer Bottoms attended the Credit for Prior Learning (CPL) Training Conference in Costa Mesa. Efforts are underway to expand CPL to more disciplines. Currently, 9 of 40 disciplines are included, and the MAP program is working with ASCCC to add 31 more. A presentation is scheduled for the spring. If you receive an email, please respond promptly.

X. Open Hearing

- Committee members read aloud notes of gratitude written at our last November meeting.
- We hosted the International Collegiate Conference, where we competed in programming. The event was a great success.
- Please consider making the final exam schedule visible to students.
- Please ensure students are accommodated during final exams.

XI. Learn, Share, Do

- There are nine peer reviewers so far across the district to kick off DE certification peer-to-peer review
- We learned the difference between “supplementing” and “supplanting” in budgetary terms
- Student must apply to add additional degrees
- New curriculum due date will be spring for next catalog year
- Survive finals week
- Make sure faculty check bookstore orders for Winter and Spring

XII. Adjourn at 4:54pm. M/S/C: (Legner/Henry) unanimous