

**RIO HONDO COMMUNITY COLLEGE DISTRICT  
PLANNING FISCAL COUNCIL MINUTES  
Tuesday, September 25, 2018, 2:30 p.m., Board Room**

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**Members Present:** Laura Ramirez (Co-Chair and VPAA), Michelle Bean (Co-Chair and President, AS), Adam Wetsman (1<sup>st</sup> VP, AS), Dorali Pichardo-Diaz (Secretary, AS), Robert Bethel (Past President, AS), Jill Pfeiffer (President, RHCFA), Michelle Pilati (Faculty), Brian Brutlag (Faculty), Sandra Rivera (CSEA), Jim Sass (CSEA), Lisa Sandoval (CSEA), Matthew Mangoba (President, ASRHC), Rebecca Green (Mgmt, AA)

**Members Absent:** Henry Gee (VPSS), Yulian Ligioso (VPFB), Jorge Huinquez (2<sup>nd</sup> VP, AS), Mike Dighera (Parliamentarian, AS), Gerson Montiel (ASCCC Rep), Robin Babou (Faculty), Tiffany Nunez (Secretary, ASRHC), Diana Lopez (Treasurer, ASRHC), Melba Castro (Mgmt, SS)

**Additional Staff Members Present:** Cecilia Rocha (Acting Dean, Institutional Research & Planning), Alyson Cartagena (Outcomes Coordinator), Markelle Stansell (Recorder/Sr. Admin. Asst. to VPAA), Maria Elena Martinez (Interim Grant Manager, Basic Skills Initiative), Lisa Chavez (Interim Dean, Counseling), Alisia Kirkwood (Interim Dean, Student Affairs/Student Conduct), Yvonne Gutierrez-Sandoval (Director, Financial Aid, Scholarships, & Veterans Services)

- I. **Call to Order** – The meeting was called to order at 2:36pm. The Council agreed to adjust the agenda to accommodate reports from Student Services.
- II. **Approval of Minutes** – The September 11, 2018 minutes were accepted as presented.
- III. **Superintendent/President's Report** – Superintendent/President Dreyfuss acknowledged that this morning's launch of the Second Year Rio Promise. The event was very well attended by federal, state, and local officials, as well as our K-12 Superintendents and partners. Also in attendance were members of the Rio Hondo College Board of Trustees, staff, faculty, and students. Rio Hondo is the first college in Los Angeles County to implement a second year of free tuition for students, and we were presented commendations from many of the officials in attendance.

Rio Hondo College is financially strong and solvent per our 2018-2019 balanced budget that was adopted on September 12, 2018 by the Board of Trustees. Superintendent/President Dreyfuss provided a handout of data from our latest 2018 Student Success Scorecard. Data shows that Rio Hondo has been achieving a completion rate of 73.4% for college-ready students who achieved at least 30 units and 60.4% for college-ready students who completed a degree, certificate, or transfer-related outcome. Our persistence rate is 78% for college-ready students who enrolled in the first three consecutive terms.

Rio Hondo College has also made strides in achieving student success as demonstrated by the 234% increase of degrees and certificates awarded to students from 2013-2014 to 2017-2018.

**IV. Public Comments** – None.

*Persons wishing to address the Planning and Fiscal Council on any item on the agenda or comment on any other matter are allowed three minutes per topic. Pursuant to the Brown Act, the Planning and Fiscal Council cannot discuss or take action on items not listed on the agenda. Matters brought before the Planning and Fiscal Council that are not on the agenda may, at PFC's discretion, be placed on the next agenda.*

- V. **ASRHC Report** – Tomorrow (Wednesday, September 26) ASRHC will hold a meet-and-greet called *Coffee with AS*. The event will afford the opportunity to anyone wishing to ask questions, express concerns, or learn more about ASRHC's role on campus. Coffee with AS will be located in the

Lower Quad from 11am-2pm. ASRHC will also be promoting “Study Jams” the next few weeks during which school supplies and snacks will be provided.

**VI. Guided Pathways** – There will be a Guided Pathways Q&A Forum on Thursday, 9/27 in the Board Room featuring RHC administrators, faculty, and students. The following week, Guided Pathways events will be held as follows:

- October 1, 2018 – 11:00am – 12:00pm – **BOARD ROOM**
- October 4, 2018 – 12:00pm – 1:00pm – **BOARD ROOM**

**VII. Co-Chair’s Report** –

**A. Equity/SSSP** – Lisa Chavez reported that on September 19, 2018, the California State Legislature passed Assembly Bill (AB) 1805. This formalizes the block grant of SSSP, Student Equity, and Basic Skills. It’s now known as SEAP – Student Equity and Achievement Program. AB 1805 provides that, “as a condition for receiving funding pursuant to the Student Equity and Achievement Program, a community college would be required to do all of the following: inform students of their rights to access transfer-level coursework and academic credit ESL coursework, and of the multiple measures placement policies developed by the community college, as provided; annually report to the Office of the Chancellor of the California Community Colleges the community college’s placement policies and placement results; publicly post its placement results; and implement these provisions by a specified date. The bill would state the intent of the Legislature that the Chancellor’s office makes the collected placement policies and placement data publicly available, except for personally identifiable information, by posting the data on its Internet Web site or making it publicly available upon request.” ([AB 1805](#))

Regarding funding for 18-19, we were given the same allocation for each of the different areas, mimicking funds received for 17-18. More than likely, we expect to receive the same allocation for 19-20. Rio Hondo College developed an Integrated Plan last August and it will be reintroduced at the next PFC Meeting to see how it aligns with what we will be doing in the future.

Dr. Alisia Kirkwood reported on student conduct as an equity issue. Equity is an integrated part of the conduct process when students with similar issues are subjected to different processes. Dr. Kirkwood reiterated the need to standardize the process to “record, report, provide”. A draft of the conduct reporting process was also provided.

**B. Basic Skills** – Maria Elena Martinez presented to the committee regarding Basic Skills Initiatives at Rio Hondo College. We were awarded the Basic Skills and Student Outcomes Transformation Program Grant (BSSOT), which offers \$1.5M over two-and-a-half years. The Basic Skills Pilot Partnership Program Grant was awarded in the amount of \$2M over 3 years. Rio Hondo College is one of the only colleges in the state that received both of these grants.

The Basic Skills Pilot Partnership Grant was intended to pilot efficient and effective methods of coordinating remediation instruction and services between the California Community Colleges and the CSU systems to better meet the needs of students. To this effect, there was an effort to promote better articulation of English and mathematics instruction between high schools, community colleges, and CSU campuses. At Rio Hondo, we identified, directed, and provided support for Cal State LA students in need of basic skills.

The Basic Skills and Student Outcomes Transformation Grant (BSSOT) was created to implement or expand innovations and redesign in the areas of assessment, student services,

and instruction. Namely, BSSOT aims to progressively increase shares of students enrolled at the college who successfully complete a college-level English or math course (or both) within a sequence of three or fewer courses, as well as earning an industry-relevant college certificate or degree within two years. At Rio Hondo, specifically, the BSSOT Grant Objectives were to scale up Multiple Measures, support a co-requisite model, and reduce math and English to 2-course sequences. BSSOT has funded areas of student support such as Gateway Tutors and Summer Bridge, in addition to funding professional learning activities such as First Year Faculty Seminar, Reading Apprenticeship, On Course training, and Project Based learning.

**C. Financial Aid** – Financial Aid offices nationwide have routinely experienced challenges related to verification. In June 2018, RHC implemented Campus Logic, a software designed to simplify financial aid forms and processes. Forms are presented to students prepopulated, prompting follow ups every ten days. Financial Aid staff are becoming acclimated to the new business process. Questions regarding Campus Logic should be directed to Financial Aid staff for troubleshooting.

**VIII. Unfinished Business** – None.

**IX. New Business** –

**A. Planning & Fiscal Council Goals** – PFC members expressed a desire to include fiscal recommendations in the council's charge. A revised version will be brought back to the next meeting.

**X. Committee Reports**

- **Safety/Facilities** – There will be a meeting with the new Director of Facilities on Friday to look at a plan for entire school year.
- **IEC** – The Institutional Effectiveness Committee is working on creating a governance committee evaluation tool based on recommendations from RHC's last accreditation. Our college is mandated to align our visions for success with our Institutional Goals and Objectives, IEC will have a draft by October 23 to present to PFC.
- **Program Review** – All of faculty in charge of programs received email(s) that they were in program review.
- **Staff Development** – None.
- **Basic Skills** – None.
- **Outcomes** – The Outcomes Committee met last week. We are moving forward with completing mapping, due October 19.
- **Online Education (OEC)** – None.
- **Student Equity** – None.
- **SSSP** – None.

**XI. Announcements** – None.

**XII. Adjournment** – The meeting was adjourned at 4:02. The next meeting will be held on Tuesday, October 9 from 2:30 – 4:00 p.m. in the Board Room.