

**RIO HONDO COMMUNITY COLLEGE DISTRICT
PLANNING FISCAL COUNCIL MINUTES
Tuesday, April 10, 2018, 2:30 p.m., Board Room**

Members Present: Laura M. Ramirez (Co-Chair and VPAA), Michelle Bean (Co-Chair and President, AS), Yulian Ligioso (VPFB), Juana Mora (1st VP, AS), Jorge Huinquez (2nd VP, AS), Dorali Pichardo-Diaz (Secretary, AS), Mike Dighera (ASCCC Rep), Jill Pfeiffer (President, RHCFA), Robin Babou (Faculty), Michelle Pilati (Faculty), Brian Brutlag (Faculty), Sandra Rivera (CSEA), Lisa Sandoval (CSEA), Jim Sass (CSEA), Martin Covarrubias (President, ASRHC), Jesus Colin (Secretary, ASRHC), Bailey Garcia (Treasurer, ASRHC), Mike Muñoz (Mgmt, SS)

Members Absent: Henry Gee (VPSS), Shelly Spencer (Parliamentarian, AS), Robert Bethel (Past President, AS), Rebecca Green (Mgmt, AA)

Additional Staff Members: Howard Kummerman (Executive Dean, Institutional Research & Planning), Marie Eckstrom (Faculty, Program Review Coordinator), Markelle Stansell (Senior Administrative Assistant to VPAA / Recorder)

- I. **Call to Order** – The meeting was called to order at 2:34pm.
- II. **Approval of Minutes** – Approval of the February 27, 2018 minutes was accepted with a correction related to the year in which Rio Hondo will be “held harmless” for the new funding formula; it was changed from the 2017/2018 year to the 2018/2019 year. The minutes from the March 13, 2018 meeting were accepted without revisions. The April 10, 2018 meeting agenda was adjusted by consensus to start the meeting with New Business to allow Marie Eckstrom to speak about the Program Review Report.
- III. **New Business** – Marie Eckstrom provided copies of the Executive Summaries to members of PFC. The Program Review process has become more refined, and is far more comprehensive and introspective than in years past. As we switched to Taskstream this year, there was an expected learning curve, however next year it is likely that the process will run more smoothly.

Institutional-level recommendations based on the Program Review Executive Summaries included (but were not limited to): increasing the number of classified staff in a variety of different areas across campus, increasing the number of tutors, hiring multidisciplinary divisional lab assistants, increasing classroom maintenance/upkeep and other Facilities related projects, etc. The Executive Summaries will be uploaded back into Taskstream to give individuals the opportunity to respond to recommendations.

Sandra Rivera thanked Marie for her consideration of the timeframe during which Program Review meetings were held (i.e. during normal business hours). This facilitated increased Classified participation. Michelle Bean thanked both Howard and Marie for their characteristically excellent work and fastidiousness.

- IV. **Superintendent/President’s Report** – None.

- V. **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.

VI. ASRHC Report – Tonight, April 10, is the last night for Success at Sunset unless additional funding is identified. Success at Sunset was an event targeted toward evening students and has been very well-received by the students being served. Individuals who attend classes in the evening do not often have access to the same services that the campus provides during the day. To help bridge this gap, Success at Sunset provided them with snacks and various class materials such as Scantrons and pencils free of charge.

The Sustainability Task Force is hosting Earth Day on Tuesday, April 17 from 10am-1pm. The event will feature a rock climbing wall, healthy food truck, clubs selling succulents, Jamba Juice, etc. ASRHC will be reaching out to Dean Mike Slavich to ask if they may bring out the Tesla vehicle. Dr. Mike Muñoz reminded ASRHC to send an all-staff e-mail a day or two prior to the event so that staff can plan for lunch that day if they are aware a food truck will be on campus. Dr. Ramirez said she would reach out to Dr. Vann Priest, Dean of Math & Sciences, to inquire about the presence of individuals from their Environmental Technology program.

An Open Mic event will be held on Wednesday, April 18th from 4:00pm-6:00pm. The Creative Writing Club produced its own book and this event will serve to promote it by allowing students to read select passages. It is open to all students who may also choose to sing, rap, perform spoken word pieces, etc.

The Dreamers Conference will be held on Friday, April 20th from 8:30am-1:30pm. This event is open to all students, parents, and members of the community. It will feature a Dreamers panel in which Dreamer students will share their educational experiences. Those on the panel include students who have gone to CSU, UC, private, graduate, and law schools as well as those who are currently working professionals. Other activities include educational workshops, a resource fair, and consultations with immigration attorneys at no cost. Lunch will be provided.

On Saturday, April 21st, there will be a Parent Appreciation event on campus from 11am-2pm in the mid-quad. This event is free for students who are parents to bring their children on campus for a carnival day of activities. There will be 12 game booths, free food, a jumper, a reptile show, and more.

On Tuesday, April 24th, Cultural Diversity will host Asian Pacific Islander Heritage Day from 12pm-3pm in the mid-quad. Superintendent/President Teresa Dreyfuss and Vice President Henry Gee will be keynote speakers. Additionally, the event will feature music, spoken word artists, and light refreshments.

Michelle Bean thanked ASRHC ambassadors for representing the student voice at the Institutional Planning Retreat last Friday, April 6, 2018. Their participation was invaluable and much appreciated.

VII. Co-Chair's Report –

A. Guided Pathways – At the Institutional Planning Retreat, there was an open session dedicated to questions, concerns, etc. that anyone wanted to share with respect to Guided Pathways. There were both positives and negatives that came out of the discussion. Moving forward, the GP Leadership Team wants to develop in collaboration with Academic Senate a GP Governance Manual. There will be opportunities for other constituents to get involved in the creation as well. The vision is to go through a shared governance process to engage all constituents, including classified staff and students. The GP Leadership Team wants to make sure everyone has a voice and the opportunity to share, whether their feelings about the GP initiative are good, bad, or indifferent. Campus-wide engagement and dialogue is integral to ensuring that GP at Rio Hondo is implemented in a meaningful way that increases its likelihood of success.

Other points about Guided Pathways that were discussed include the following:

- The May 18th mapping deadline is an internal deadline and is not intended to be punitive in any way should departments need additional time. However, there are consequences/implications if the work is not completed in a timely manner, namely that Roadrunner Connect goes live in Summer with comprehensive ed plans. If programs aren't mapped, there will be ed plans that will default to the status quo and the tool will become less effective.
- Some faculty are concerned about mapping GEs, milestones, and electives. However, we have not touched these areas nor has there been any sort of substantial discussion about doing so at the present time. We are currently asking faculty to come to the table to look at courses within their discipline to determine how students would ideally take/progress through those courses in the sequence.
- Most of our students have transfer aspirations, but our transfer-out rate is only 12%.
- There is concern that many of the GP conversations have been about process and not about how to increase outcomes for students. Even when you look at data controlling for demographics, we are behind other institutions similar to RHC.
- Guided Pathways will be what we make of it. Every school in the state will take the GP framework and make it its own. The purpose of GP is to get students to where they want to be. It is not a one-size-fits-all model. Our focus should be on helping students make more informed decisions by providing them with information in such a way that decision-making is simplified.
- Guided Pathways is an excuse for us to do things that we should have done a long time ago; it puts a whole new lens on how we are doing things.
- One suggestion was that the GP Governance Manual should include a subset of the Curriculum Committee because of the value they bring, being the individuals specialized in the curriculum process.
- There are questions as to what is preventing us from moving forward with the Guided Pathways momentum? One possible answer is that depending on which constituency group you talk to, different people have different understandings of GP.
- As a point of clarification, Rio Hondo initially applied to be a part of 20 pilot colleges for Guided Pathways. We were committed to identify a Leadership Team, and the Institute managing the pilot program requires us to participate in six 3-day institutes. For each institute, we are told who must attend, and they are very prescriptive about who goes. At the institutes, research and data are shared, in addition to what other colleges have done throughout the state, what has and has not worked, etc. After our acceptance into the GP Pilot Program, the Chancellor's Office announced that California will be a Guided Pathways State, meaning it is no longer an option *not* to adopt. There has been widespread confusion regarding Rio Hondo's participation in the initial GP Pilot Program, which allowed us to move at a somewhat slower pace vs. the new statewide mandated GP Initiative which has put us under additional external pressure and timelines.
- Additional tension exists because the CCCCO has told us that not only must we comply with Guided Pathways in order to receive funding, but we must also implement AB 705, AB 19, etc. They are providing us with new metrics that are going to be standard across the state, and these monumental changes are what we have to deal with as an institution.
- There are serious consequences to our institution to be idle or to slow down to a point where we stay "comfortable" where we are. We are in a very unique area, surrounded on every border by very aggressive community colleges. We haven't looked at our data to be able to conclusively say what conditions need to exist and what percentages we need to attain so that we do not lose money.
- There exists a sense of urgency for our students. Guided Pathways has opened up a lot of opportunities for our campus, including an Integrated Professional Development Taskforce

where Classified are encouraged to be at the table. There are a lot of good things coming out of these conversations that give us the opportunity to do what we should have been doing all along, only better and more effectively.

- Difficult conversations are a part of the process of any kind of change that takes place. We are going through a phase of helping people understand and urging them to get involved. Having a greater perspective with everyone at the table will assist us in better planning specific actions that need to take place.

B. Spring 2018 FLEX Day Evaluation Summary – A Spring 2018 FLEX Day Evaluation Summary was provided to PFC members. The FLEX Committee’s analysis and recommendations, based on feedback, included: 1) have at least one set of breakouts where faculty can choose their session of interest; 2) continue to offer the Campus Inn for overflow and/or move the entire morning session there; 3) ensure robust student input in all Guided Pathways processes and decisions.

VIII. Unfinished Business –

A. AP & BP Review (2 items) – BP/AP 4245 were edited and subsequently approved by Academic Senate and brought back to PFC for final review.

- **BP 4245 – Academic Rank Policy** – **CONSENSUS** with no edits.
- **AP 4245 – Academic Rank Procedure** – **CONSENSUS** with no edits.

IX. Committee Reports

- **Safety/Facilities** – Interviews for the Director of Facilities will take place on April 20th. An Active Shooter Taskforce meeting took place yesterday, and the active shooter preparedness page has gone live. It is available at www.riohondo.edu/active-shooter. You may also find the page located on the RHC homepage under the **Current Students > Resources > Emergency Preparedness** dropdown. They are still working on a sheet that will detail faculty roles and responsibilities. This document will be sent to faculty a couple of weeks before the drill on May 11th, and again the week of the drill.
- **IEC** – The Institutional Effectiveness Committee has put together a subgroup for program review activity
- **Program Review** – None (Marie and Howard previously spoke at the beginning of the meeting).
- **Staff Development** – None.
- **Basic Skills** – Ten faculty members are going to an AB 705 conference on Friday.
- **Outcomes** – (Formerly SLO Committee) None.
- **Online Education (OEC)** – Three faculty have been funded to attend the Online Teaching Conference. They may use leftover funds to update training videos. Licenses for faculty access to Screencast-o-matic will be offered to online certified faculty on a first-come, first serve basis. Be on the lookout for an e-mail from Jodi Senk regarding this opportunity.
- **Student Equity** – This Friday, 4/13 from 10am-12pm in A207, Dr. Cecilia Rios Aguilar, Director of UCLA’s Higher Education Research Institute, will be on campus to present Funds

of Knowledge for Community College Teaching. In this workshop, faculty will learn about Funds of Knowledge, discuss how Funds of Knowledge challenges deficit-based thinking, and be introduced to pedagogical approaches for community college teaching. Lunch will be provided. On Weds, 4/18, The Student Equity Office is hosting a one-day performance and Q & A session of a short play called *A Man Like Me*. The play and session will be from 1 – 2pm in the Black Box Theatre.

- **SSSP** – Counselors are working on closing out “beeps” from the Early Alert system. They had over 2,000 flags raised. Assessment has developed a self-reporting placement tool that is now live within the student portal. New students that apply are directed to go there first to determine if they need to come in for an assessment test.

X. Announcements – Taste of Rio tickets are still available. There are also opportunities to volunteer.

XI. Adjournment – The meeting was adjourned at 3:51pm. The next meeting will be held on Tuesday, April 24th from 2:30 – 4:00 p.m. in the Board Room.