



**Tuesday, May 11, 2021
Planning and Fiscal Council**

Please join the meeting by navigating to <https://cccconfer.zoom.us/j/92534278617> or calling +1 669 900 6833 (US Toll) and entering Meeting ID: 925 3427 8617

A. Opening Items

Subject	1. Call to Order
Meeting	May 11, 2021 - Planning and Fiscal Council
Category	A. Opening Items
Access	Public
Type	

MEMBERSHIP

Management Representatives

Alice Mecom, PFC Co-Chair & Acting Vice President, Academic Affairs

Eric Dixon-Peters, Vice President, Student Services

Stephen Kibui, Vice President, Finance & Business

Mark Yokoyama, Dean, Academic Affairs (2019-2021)

Loy Nashua, Dean, Student Services (2020-2022)

Caroline Durdella, Dean, Institutional Research & Planning

Faculty Representatives

Kevin Smith, PFC Co-Chair & President, Academic Senate

Doralí Pichardo-Díaz, 1st Vice President, Academic Senate

Jorge Huíñquez, 2nd Vice President, Academic Senate

Angelica Martínez, Secretary, Academic Senate

Dana Arazi, Parliamentarian, Academic Senate

Sheila Lynch, ASCCC Rep

Michelle Bean, Past President, Academic Senate

Rudy Rios, President, RHCFA

Juana Mora, Academic Senate designee (2019-2022)

Grant Tovmasian, Academic Senate designee (2020-2023)

Veronica Holbrook, Academic Senate designee (2020-2023)

CSEA Representatives

Sandra Hernandez, President, CSEA

Lisa Sandoval, CSEA designee

Jim Sass, CSEA designee

Associated Students (ASRHC) Representatives

Jason Reyes, ASRHC President

Kayla Cruz, ASRHC Vice President

Bryan Vargas, ASRHC Senator Chair of Student Success

Support Staff

Cynthia Nuñez, Human Resources Coordinator

Markelle Stansell, Sr. Admin Asst, Academic Affairs

Mario Gaspar, Director of Facilities Services

Subject 2. Approval of Minutes - April 27, 2021

Meeting May 11, 2021 - Planning and Fiscal Council

Category A. Opening Items

Access Public

Type

Planning and Fiscal Council Minutes - DRAFT Tuesday, April 27, 2021, 2:30pm-4:00pm, via Zoom

Members Present: Alice Mecom (Co-Chair and Acting VPAA), Kevin Smith (Co-Chair and President, AS), Stephen Kibui (Vice President, Finance & Business), Caroline Durdella (Dean, Institutional Research and Planning), Dorali Pichardo-Diaz (1st VP, AS), Angelica Martinez (Secretary, AS), Dana Arazi (Parliamentarian, AS), Sheila Lynch (ASCCC Rep, AS), Michelle Bean (Past President, AS), Rudy Rios (President, RHCFA), Grant Tovmasian (Faculty), Sandra Hernandez (President, CSEA), Jim Sass (CSEA), Lisa Sandoval (CSEA), Mark Yokoyama (Dean, Public Safety), Loy Nashua (Executive Dean, Student Affairs), Kayla Cruz (ASRHC Vice President), Bryan Vargas (ASRHC Senator Chair of Student Success)

Members Absent: Jorge Huinquez (2nd VP, AS), Juana Mora (Faculty), Jason Reyes (ASRHC President)

1. Opening Items

A. Call to Order – The meeting was called to order at 2:32pm.

B. Approval of Minutes – The April 13, 2021 minutes were approved as presented.

C. Superintendent/President's Report – None.

D. ASRHC Report – Kayla Cruz reported that ASRHC is in the process of asking students what they would like to see and hear from the COVID Taskforce related to on-ground instruction in the fall. Students are wondering if vaccines are recommended or required? Will there be more hybrid class offerings? Any interested administrators and/or faculty leadership are invited to the ASRHC meeting on Monday, 5/3 to listen to students' concerns and answer questions.

E. Co-Chair's Report – Summer enrollment remains roughly 18% below last summer. We plan to highlight our Student Success Teams with the help of Marketing, letting potential students know that they will have their own team to support them throughout their time at Rio. We are working on bus ads, flyers, etc.

F. Public Comments – None.

2. New Business

A. Proposed website homepage navigation and Student Support Programs landing page – Lydia González and Melba Castro presented proposed changes to the Rio Hondo homepage navigation as well as the new Student Support Programs landing page. The goal is to make sure the website is easy to understand for students. The website navigation review was vetted by a number of different committees and groups:

- Guided Pathways Website Committee (**included students**)
- Website Workgroup: *Intersession 2021* (**included students**)
- Student Services Workgroup: *January 2021* (**included students**)
- Guided Pathways Steering Committee: *February 5, 2021*
- SSSP Committee: *February 5, 2021* (**included students**)
- Associated Students: *February 8, 2021* (**included students**)
- Academic Deans: *February 11, 2021*
- Student Services Deans & Directors: *February 18, 2021*

- Academic Senate: *March 16, 2021*
- Classified: *April 16, 2021*
- Planning and Fiscal Council: *April 27, 2021*

The current navigation on the RHC homepage is a "laundry list" of alphabetized resources that are not organized by type and there is a lot of overlap between the four different dropdown menus. The proposed navigation will have the following tabs: **Admissions and Aid, Academics and Support, Campus and Community, and About RHC.**

The new Student Support Programs landing page was also demonstrated; this page is currently live and accessible at: <https://www.riohondo.edu/support-programs>. The intention was for the page to be more student-centered in terms of how students can better navigate to find the resources they need. This page is mobile friendly, since many students may be accessing it from a smartphone or other mobile device. It also includes a number of informational videos that provide students instructions on how to apply, etc.

There were many positive reactions to the newly proposed navigation and the new Student Support Programs landing page. Kevin Smith cautioned that we need to make sure that our pages don't fall out-of-date, and he hopes our campus can find a way to ensure the website is always current and accurate.

2. Covid Taskforce Update and Recommendations - Alice Mecom provided a brief review of the course prioritizations that were recently presented to the Board. About 25% of the courses were rated as Tier 1, 6.5% of which are courses already being offered on ground now in the CTE and nursing areas, police academy, etc. Tier 1 classes are those which faculty felt that needed to be on ground in order to best facilitate learning. At the last Covid Taskforce meeting, it was determined that we would shoot for 25% to 40% return of courses on ground based on Eloy Oakley's recommendation that community colleges bring back on ground instruction in phases. This recommendation is also based on what we are hearing from other community colleges in our regional area. We are also in the process of asking faculty to volunteer to teach on ground.

We are also looking at what classrooms are available and accessible for on ground instruction. During a walk-through with the consultant, a large lecture room in the Science building, although it has a listed capacity of 90, actually only has 45 chairs and when you factor in six-foot distancing requirements, we could only schedule a max of 24 students in the class. Sometimes the layout of the room is actually just as important as the capacity due to the way the desks or tables are structured. We are working through various scenarios assuming the six-foot distancing requirements are still in place during the fall, although there is speculation that these guidelines may be reduced to three-feet or perhaps eliminated altogether.

The point is not to exclude any faculty nor is it to pressure anyone to come back. We are trying to accommodate both faculty and students, giving them the option of doing remote or on ground. Ultimately the right of assignment is still up to the dean of each division.

Eric Dixon-Peters commented that the pandemic situation is so fluid that we have no idea what next month will bring us. However, we need to be mindful of our competitors (Mt. Sac, Pasadena City College, etc.) who are moving forward with plans to return to some level of face-to-face instruction; students may be attracted to those campuses because they are offering more on ground sections than Rio Hondo. We have to be very flexible and conscious about the dynamics of our student population and get the pulse of our students. We need to prepare to service them, too, as we try to figure out how best to create a learning environment for our students and also a safe environment for our employees. Student Services will be having a walk-through with the consultant to see how they will be able to conduct services in-person.

3. Unfinished Business - None.

4. Committee Reports

A. PFC Subcommittees

Accreditation Steering Committee - Revisions to the expected timeline were discussed. We had initially anticipated finishing all four standards at the end of May but it looks like we're going to be pushing into June for Standard II.A and IV.C.

IEC - IEC is preparing for the Institutional Planning Retreat on Friday. They spoke about their accomplishments for the year and are trying to wrap up loose ends.

Program Review - None.

PPC - Written report was attached.

Safety/Facilities - Written report was attached.

B. Other Committees

Basic Skills - None.

Black Lives Matter / Anti-Racist Conversations - None.

Distance Ed - Grant Linsell reported that enrollment from Spring 2020 to Spring 2021 in traditional online courses (not remote courses due to the pandemic) has seen a gigantic increase: 4,738 (duplicated headcount) enrollment in Spring 2020 and 9,095 (duplicated headcount) enrollment for Spring 2021. Grant thanked Caroline and her staff (specifically, Sarah Cote) for her work on generating these tables.

Guided Pathways - Senate approved adding the academic faculty liaison to the Student Success Teams at the last Senate meeting, so that role should be filled by the end of the semester and will start in the fall. Hopefully they will also get some hours over the summer. The Guided Pathways Leadership Team will be meeting tomorrow to discuss what Success Teams will be doing over the summer and how we're going to be collaborating with Outreach.

Outcomes - Written report was attached.

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Category B. New Business
Access Public
Type

- **Consensus at 4/22/21 PPC to move forward**

File Attachments
BP 6300 - Fiscal Management rev. PPC 4.22.21 (MARK-UP).pdf (78 KB)
BP 6300 - CCLC Language.pdf (136 KB)

Subject 7. AP 6300 - Fiscal Management
Meeting May 11, 2021 - Planning and Fiscal Council
Category B. New Business
Access Public
Type

- **Consensus at 4/22/21 PPC to move forward**
- **Additional administrative edits made on 4/26/21**

File Attachments
AP 6300 - Fiscal Management rev. PPC 4.22.21 (MARK-UP).pdf (87 KB)
AP 6300 - CCLC Language.pdf (84 KB)

C. Unfinished Business

D. Committee Reports

Subject 1. PFC Subcommittees
Meeting May 11, 2021 - Planning and Fiscal Council
Category D. Committee Reports
Access Public
Type

1. Accreditation Steering Committee

2. Institutional Effectiveness Committee (IEC)

3. Program Review

4. Policy and Procedure Council (PPC) - *Written report is attached.*

5. Safety/Facilities

File Attachments
Policy and Procedure Council (PPC) Update from 4.22.21.pdf (193 KB)

Subject 2. Other Committees
Meeting May 11, 2021 - Planning and Fiscal Council
Category D. Committee Reports
Access Public
Type

1. Basic Skills

2. Black Lives Matter / Anti-Racist Conversations

- Sub-Committee on Coordinating/Planning Anti-Racist Learning and Training
- Sub-Committee on Joining the Umoja Community and Creating a Black Scholars Program
- Sub-Committee on Creating an Ethnic, Gender, and Sexuality Studies Program
- Sub-Committee on Supporting and Expanding the Rio Teaching for Learning Institute (RTL)
- Sub-Committee on College-wide Anti-Racist Conversations

3. Distance Education

4. Guided Pathways - Written report attached.

5. Outcomes - Written report attached.

6. Staff Development

7. Student Equity

8. SSSP

File Attachments
GP Update 5.7.21 PFC.pdf (162 KB)
Outcomes Report to PFC 5.7.21.pdf (190 KB)

E. Closing Items

Subject	1. Announcements
Meeting	May 11, 2021 - Planning and Fiscal Council
Category	E. Closing Items
Access	Public
Type	

Subject	2. Adjournment
Meeting	May 11, 2021 - Planning and Fiscal Council
Category	E. Closing Items
Access	Public
Type	