

## OFFICE OF THE VICE CHANCELLOR EDUCATIONAL SERVICES AND STRATEGIC PLANNING

### District Strategic Planning Council

Friday, October 17, 2025

CAADO 309 & Zoom

3:00 – 5:00 P.M.

### MEETING MINUTES

Meeting called to order – 3:02 pm

**Present:** Charise Allingham, Stephen Ashby, Kimberly Bell, Rudy Besikof, Eric Bishop, Tammy Few, Rebecca Goldware, Monica Green, Casandra Greene, Tenisha James, Jacob Kevari, Virgil Lee, José Ocegüera, Jeff Rhyne, Jo Scott-Coe (Co-Chair), Arlene Serrato, Charles Wilhite, Kristi Woods, Patty Worsham, Zhai Lijuan (Co-Chair).

**Absent:** Victor Bolanos, Aaron Brown, Laura Dunphy, Gabriel Graves, Kathleen Sell, Star Taylor.

**Guests:** Hussain Agah, Majd Askar, Christopher Blackmore, Shawna Bushell, Graciela Caringella, FeRita Carter, Roosevelt Charles, Chris Clarke, Kristine DiMemmo, Keith Dobyms, John Geraghty, Misty Griffin, Kiandra Jimenez, Katherine Koh (recorder), Susanne Ma, Joumana McGowan, Laurie McQuay-Peninger, Lorena Newson, Andrea Stoll, Kaneesha Tarrant, Beiwei Tu, Shari Yates.

#### I. Opening Items – L. Zhai /J. Scott-Coe

- a. Approval of the October 17, 2025, Agenda

Motion to accept the October 17, 2025, Agenda – **First:** R. Besikof; **Second:** J. Scott-Coe; No abstention. Motion carried.

- b. Approval of the September 19, 2025, Minutes

Motion to accept the September 19, 2025, Minutes with correction – **First:** K. Bell; **Second:** E. Bishop; No abstention. Motion carried.

#### II. Task Force/Sub-Committee/Special Reports

- a. [Institutional Planning, Effectiveness, and Governance Committee](#)

- i. **Action:** Draft College Student Equity Plan – J. Kevari/A. Stoll/T. James/K. Jimenez/K. Woods/L. Newson  
Core elements of the 2025-28 Student Equity Plan include reflection, executive summary, goals/metrics/strategies, intensive focus, spotlight, and Vision 2030 alignment and coordination. Student equity and achievement metrics include successful enrollment after application within the same year, completion of transfer-level Math and English courses in the first year, persistent enrollment from term to term, percentage of students who completed a degree or certificate in three years, and transfer rates to four-year institutions in three years. Moreno Valley College's Student Equity Plan prioritizes impacted student groups and reflects on progress from 2022-25. Moreno Valley College plans to build in annual accountability, review and focus on making necessary changes in policies, practices, and procedures, and support Vision 2030 and MVC Integrated Strategic Plan. Norco College's Student Equity Plan focuses on root cause of equity gaps, secure external funding for equity inquiry, and form diverse teams that drew from inherent wealth of constituents to analyze, develop, and implement recommendations. Norco College plans to pilot and evaluate equity blueprint interventions, further align blueprint with strategic goals and equity metrics, integrate equity programs under planning and development, and expand Summer Bridge and FYE with goal of institutionalizing. Riverside City College's Student Equity Plan focuses on equity centered practices,

holistic student support, communication and connection, and institutional accountability and growth. Riverside City College plans to focus on the needs of systemically disadvantaged groups in building trust, cultivating positive relationships, welcoming disagreements and tensions, setting expectations for the long term, diminishing hierarchy, helping others learn, hiring diverse leaders, making decisions with a systemic lens, creating rewards and incentives, and implementing new approaches to accountability.

**MOTION:** To approve the Student Equity Plans as submitted by the three colleges – **First:** A. Serrato; **Second:** S. Ashby; No abstention. Motion carried.

- ii. **Information:** District Enrollment Management Committee Meeting Minutes – L. Zhai  
District Enrollment Management Committee meeting minutes were included in the agenda packet for the Council’s review. Council had the opportunity for discussion and questions.

b. **Resources Committee** – A. Brown

- i. **Information:** Business & Financial Services – Efficiency & Effectiveness Initiatives –Strategic Plan Initiatives and Operational Efficiencies Update – A. Brown/H. Agah/J. Geraghty/M. Griffin/B. Tu/  
Accounting services transitioned from manual paper processes to automated workflows using the OnBase system/OneDrive/Electronic File sharing. Advanced excel and Power BI dashboards are used to improve reporting transparency and operational efficiency. Payroll and compliance improvements include hiring additional payroll staff, and asset management updates include physical asset reviews and planned transition of asset tracking from Sage to Galaxy. Business services is in the process of adopting Anaplan budget development software and PlanetBids procurement software for real-time financial data integration, streamline bidding and RFP workflows, and standardized procurement. Training and staffing improvements include hiring budget analyst and purchasing specialist. Risk Management implemented districtwide security assessments, developed workplace Violence Prevention Program framework, updated the Injury and Illness Prevention program, centralized data enabling regular risk reports with Power BI dashboards, and established District Emergency Operations Plan (EOP). Facilities Planning and Development collaborated with local governments on BCTC Modernization Project and submitted affordable student housing project planning and applications. The Sustainability and Climate Action Plan was approved and implemented, and districtwide solar project is at 95% completion. Studies were implemented to identify inefficient use of space to identify opportunities to reallocate/reconfigure space for alternative uses.

c. **Teaching and Learning Committee** – L. Zhai

- i. **Information:** District Guided Pathway Sub-Committee Meeting Minutes – L. Zhai  
District Guided Pathway Sub-Committee meeting minutes were included in the agenda packet for the Council’s review. Council had the opportunity for discussion and questions.
- ii. **Information:** Noncredit Committee Meeting Minutes – L. Zhai  
Noncredit Committee meeting minutes were included in the agenda packet for the Council’s review. Council had the opportunity for discussion and questions.

d. **Advancement and Partnerships Committee** – L. Zhai

- i. **Information:** District Marketing and Communications Committee Meeting Minutes – L. Zhai  
District Marketing and Communications Committee meeting minutes were included in the agenda packet for the Council’s review. Council had the opportunity for discussion and questions.

III. **Other**

- a. Next Meeting: November 13, 2025

Meeting adjourned – 4:16 pm