

District Strategic Planning Committee

January 31, 2014 - 2:00 pm

RCC, Hall of Fame

Minutes (Amended)

Chancellor: Dr. Azari - Chair

Members Present

Amezquita, Ree; Arellano, Martha; Brown, Aaron; Bush, Ed; Cardullo, Amy; Carlson, Chris; Gibbs, Travis; Isaac, Wolde-Ab; Keeler, Richard; Mayo, Sandra; Mills, Susan; Muehlebach, Eric; Nelson, Lee; Parnell, Paul; Steinback, Robin; Tillquist, John; Torres, David; Zwart, Gail

Members Absent

Adams, Ruth; Dieckmeyer, Diane; Greene, Lyn; Herman, Rick; Nicholson, Vicki; Snyder, Jared

APPROVAL of 12/13/13 minutes/MS/Parnell/Tillquist/Unanimous

REPORTS

District Strategic Plan

- a. Results of District Support Survey – David Torres presented the results on the District support survey sent out to Department Chairs and members of this committee to measure the perceived District support to the colleges on the 15 strategic initiatives district-wide. There were 52 respondents. A couple of findings: the District mean was higher than the college mean and there seems to be a lack of understanding as to what the District actually does and what they contribute.

Summary – David would like to expand the sample to wider college and District offices (e.g., FT faculty, all administrators, etc.) to confirm the findings of the present sample; and also, to be able to collect more open-ended data for a more needful analysis to find out where the disconnect is.

Suggestions/Comments from committee:

- Need to address miscommunication among the colleges and the District. It is not a question of whose function it is, but how much does the District support the colleges in these functions?
- Need to include an “*I Don’t Know*” or “*Not Applicable*” button on the survey.
- Need to know what faculty’s expectations are.
- Need different questions that are easier to understand.
- Wordsmith the title to help increase motivation for people to answer the survey.

David has the committee’s approval to move forward with these suggestions and send out an expanded survey.

b. Proposed Teams for Measurable Objectives

David is looking for a good set of teams for each objective to help find ways to measure these objectives.

Suggestions/Comments:

- #1 - add *Information Technology*
- #4 - add *District Enrollment Management Committee*
- #5 - add *Classified Staff*
- #6, #8 & #9 - add *VP Academic Affairs and Presidents*
- #7, #12 & #14 - add *VP Student Services, VP Academic Affairs and Presidents*
- #10 - Aaron stated DBAC is already doing surveys to evaluate the effectiveness of the BAM
- #11 - add *Faculty Development Coordinators*
- #16 - add *Information Technology Strategic Council*

The revised list will be sent to the committee for further review. Please send any additional revisions back to David by February 14th. Dr. Azari wants to show the visiting Accreditation Team that we are actually assessing the process and making necessary revisions, and in turn, show the progress we are making. The Team Chairs will be here on Monday for a pre-visit and a list of meetings will be developed for those who the chairs will want to meet with.

District Strategic Planning Updates

- a. Business and Financial Services – Aaron Brown reported:
 - The District Budget Advisory Council (DBAC) is continuing to address implementation issues for BAM, primarily on developing a process on how to transition the colleges to a level of budget equilibrium.
 - Discussed accountability on utilities costs.
 - Discussed total cost of ownership for facilities.
 - Discussed how to achieve entity budget alignment because of the disconnect between the resources allocated by the FTES model and base expenditures for each.
 - Formed a sub-group of the District Budget Advisory Council to look at CTE and all other (GE, etc.) programs and to analyze them on a FTES versus FTEF basis, the goal of which will be to cost it out to inform the distribution of resources.
 - Discussed capital equipment, infrastructure, refresh, etc., and it was determined that the work of the ITSC would be brought back to DBAC to discuss funding issues.
 - Jim Parsons will start sending out updates to show their progress.
 - The Governor's 2014-15 budget proposal contains a small .86% COLA, 3% Access, significant funding for deferred scheduled maintenance, instructional equipment, and a large sum of money for SSSP (Student Success Initiative). There is money set aside to pay all the apportionment deferrals that were implemented during the budget reduction cycle.
- b. Human Resources, Development and Diversity – Martha Arellano spoke on behalf of Vicki Nicholson stating that they rolled out the Voluntary Vision Plan. They have had information sessions at the colleges and the District and additional sessions are coming up after Spring semester starts.
- c. Educational Services, Workforce Development & Planning – Robin Steinback – No report.

College Strategic Planning Updates

- a. Moreno Valley College – Sandra Mayo reported that MVC is continuing with their Comprehensive Master Planning process and the Fusion training helped them to better understand the rules. The first three chapters were presented to the internal community and to community partners. Dr. Mayo will make available the presentation and minutes from this meeting for anyone who is interested in seeing the results. Their next meeting is scheduled for February 21st and there will be a special presentation to faculty on Flex Day, February 7th.
- b. Norco College - Paul Parnell reported that Norco will be having a Strategic Planning Retreat on February 21st. As part of their strategic planning process, they completed an annual evaluation report which will be reviewed in detail at the February 21st meeting. It will be made available for anyone who would like a copy. Norco sent their substantive change proposal to ACCJC which will be considered at their commission meeting in March. Norco will conduct mock interviews for ACCJC during Flex Day and at all regular committee meetings.
- c. Riverside City College, Wolde-Ab Isaac reported that RCC's Strategic Plan will end in 2014 so they have a workgroup working with a consultant to help finalize the scope and process, timelines, and identify all the groups that will go through training. Once this document is completed, it will be submitted to the Strategic Planning Council for approval.

Meeting Adjourned: 2:55 p.m.

Next Meeting:

**Friday, February 21, 2014
2:00 – 5:00
RCC, Hall of Fame**