

Riverside Community College District
District Strategic Planning Council

Friday, May 8, 2015 - 2:00-3:30
Bradshaw Bldg., Heritage Room, Riverside City College
MINUTES



Committee Webpage: <http://www.rccd.edu/administration/educationalservices/ieffectiveness/Pages/StrategicPlanning.aspx>
Meeting called to order: 2:00 pm

Chair: Michael Reiner

Present: Ruth Adams, Tom Allen, Ree Amezcuita, Martha Arellano, Aaron Brown, Peggy Campo, Chris Carlson, Travis Gibbs, Wolde-Ab Isaac, Richard Keeler, Ruth Leal, Sandra Mayo, Susan Mills, Eric Muehlebach, Paul Parnell, Michael Reiner, Leslie Salas, Sylvia Thomas, John Tillquist, David Torres

Absent: Melissa Bader, Michael Burke, Ed Bush, Amy Cardullo, Diane Dieckmeyer, Rick Herman, Lee Nelson, Ryan Rudolph, Robin Steinback

1. Committee Business

- a. Approval of May 8, 2015 agenda/**MSC/Gibbs/Mayo/Unanimous**
- b. Approval of April 10, 2015 minutes/**MSC/Gibbs/Mayo (3 abstentions)**

2. Chancellor's Report – M. Burke – Not present

3. Action Items

- a. **Board of Governors Indicators for Institutional Effectiveness (IEPI)** – M. Reiner

Points of discussion:

- The IEPI goals framework and indicators are being brought to DSPC for recommendation to the Chancellor for BOT approval after having passed through the colleges' shared governance process. The CCC Board of Governors asked districts to adopt these indicators to comply with state statute related to SSSP funding. Our Board of Trustees will be asked to adopt the indicators; in addition, the district and colleges are being asked to establish goals for next year's course completion rate, current accreditation status, fund balance, and audit status.

Motion – to accept Goals Framework and Indicators for Institutional Effectiveness and forward recommendation to Chancellor for Board/**MSC/Parnell/Mayo/Unanimous**

- b. **Report Out of Findings from DSPC Subcommittee** – M. Reiner

Motion - to remove from Action Items and move to Information Items/**MSC/Gibbs/Mayo/Unanimous**

4. Presentations – N/A

5. Information Items

- a. **Report Out of Findings from DSPC Subcommittee** – M. Reiner

Subcommittee was unable in the time available to fulfill its charge and present options for new DSPC Operational Guidelines. Instead, they presented a report based on findings from their research of similar community college districts for DSPC's consideration.

Important Highlights:

- South Orange County – had full integration of all constituents which included students. They were very specific about the meaning of "consensus". On their website they listed their general principles with a strategic planning and decision-making manual. Had clear-cut guidelines for how decisions were made, who would be making those decisions and how they hold themselves accountable for those decisions.
- Contra Costa – They had performance metrics to measure throughout the year to see if they were meeting their strategic initiatives. DSPC needs to define the decision-making process and how it will integrate with all three colleges which will impact how we make future decisions.
- RCCD's DSPC has both annual operational responsibilities and a charge related to the District's Strategic Plan. Dr. Reiner expressed concern about the expiration of the current District plan in 2016. He believes

DSPC needs to review, revise and reformat its Operational Guidelines (or not) before it can start a process for developing a new District strategic plan. This point was debated.

- Another concern has been the dis-alignment of the colleges and the district. It was suggested that a formal assessment is needed of our strengths and weaknesses so we can then build on our strengths and address our weaknesses.

Conclusion: Reiner put forward the Subcommittee's findings as its Final Report and suggested it be sunset. There was discussion as to whether the Subcommittee fulfilled its charge. Some Subcommittee members argued that sending it back would not be productive. Reiner suggested that DSPC as a committee-of-the-whole review the subcommittee's findings over the next two weeks and send him their notes and comments. Reiner offered to compile these and use them to modify the Operational Guidelines. Based on this process, he would provide a DRAFT at the June 5th meeting. DSPC agreed.

b. **DBAC Minutes for 1/23/15; 2/27/15; 3/27/15** – A. Brown – Copies were distributed.

c. **Budget Planning Presentation** – A. Brown – Copies were distributed.

- The tentative State budget must be adopted by June 30, 2015. In the May revise we may be looking at additional funding. The State is projecting quite a bit more revenue which will directly impact K-12 and community colleges, estimated at \$120 million extra over what the Governor proposed in January. The money may be allocated as additional growth money. The Chancellor's office just issued a report simulating a new 2% growth formula factor for each District.
- P1 reporting estimates impacted calculations so adjustments were made for 2012-13 through 2015-16. COLA was proposed at 1.58% and may decrease to 1.02% which would decrease our revenue by approximately \$800,000. Included in the planning document, is an increase of 7.59% in all health care plans. Aaron is hoping to reduce the Worker's Compensation rates significantly and General Liability Property may have to be increased.

d. **DEMC Minutes for 2/4 and 4/7** – Copies were distributed.

DEMC P2 FTES Report – M. Reiner

- VC Reiner's presented a spreadsheet which summarized FTES to date and the current estimate of end-of-year. VC Brown stated that the P2 FTES reported for our district has changed to 27,582.
- Dr. Reiner stated that next year's base funding approaches this year's total FTES. Perhaps we need ways to improve FTES beyond offering more "seats," as we are no longer at capacity like during the recession. Suggestions for improving FTES beyond increasing the number of sections (and thereby costs) included: (1) Increasing retention within a term; (2) Improving term-to-term, fall-to-spring retention; (3) Improving year-to-year persistence; and (4) improving section fill-rates. Better marketing may be needed.

e. **Final Report – ITSC/DSPC Recommendation of IT Decentralization** – M. Reiner

The Chancellor has reviewed this recommendation with Cabinet, VC Brown and Rick Herman. He accepted the recommendation and will be forwarding it to June Board as an information item. The Chancellor sees this as a very positive step towards making RCCD more college-centric in its approaches to serving our constituents and employees. After discussion with relevant parties, the Chancellor made one modification to the proposal related to the statement, "The 1.0 FTE microcomputer support staff currently assigned to the District but working at RCC, was recommended to be retained by the District." In discussion with Rick Herman, the conclusion was that this person would be of greater use to all of us as a member of the RCC team on the college campus. The Chancellor will want to have the ability to reach out to RCC's team to support the District office on an "as needed" basis. In doing so, RCC will assign someone from the pool at RCC who has the skillset needed to better assist the District office. Dr. Isaac agreed to this arrangement especially since we will soon be co-located downtown at the new Centennial Plaza.

6. **Subcommittee/Task Force Reports**

- a. **District Budget Advisory Council** – A. Brown – Working on a PT faculty and overload budget allocation methodology. They will be sending out another survey and the results will be assessed and used to improve their processes.
- b. **District Enrollment Management Committee** – M. Reiner
Based on the Chancellor's charge, it has been re-examining past practice and considering other models of enrollment management and issues like websites, marketing, etc.
- c. **Information Technology Strategy Council** – R. Herman – not present.

7. **President and Vice Chancellor Reports - No reports**

- a. **Moreno Valley College**, S. Mayo – no report.
- b. **Norco College**, P. Parnell – Committee of the Whole approved the Accreditation Follow-up Report yesterday for June board. Dr. Parnell is interested in hearing from Dr. Isaac regarding the potential for UC pathways transfer programs.
- c. **Riverside City College**, W. Isaac – RCC had the privilege of hosting a meeting of the Inland Empire College Presidents together with the President of the UC System and the UCR Chancellor to talk about streamlining the path of transfer of students from community colleges. Spoke about the curriculum and culture barrier. They all agreed that an annual workshop would be a good idea which would include all counselors from UC system to ensure proper guidance. Once students are channeled into these pathways at the end of their second year, they would like to have a summer bridge program so students are acclimatized to the institution to which they will be transferring. Tom Allen reported that the Accreditation Follow-up Report is done and is being vetted and a retreat is scheduled for May 22nd.
- d. **Educational Services**, M. Reiner
Dr. Reiner reiterated that the DSPC as a committee-of-the-whole will be given the opportunity to comment on the current DSPC Operational Guidelines and the subcommittee's report. He will compile all comments to create a modified DRAFT version of the Operational Guidelines for discussion at our next meeting in June.
- e. **Business and Financial Services**, A. Brown – no report.
- f. Diversity and Human Resources - S. Thomas announced the CSEA events for the week of May 18-22.
- g. **Facilities Planning** – C. Carlson – The five-year CIPs will be going to the board in June. Two college's Master Plans are nearly complete and need to start working on the third college plan. If there is a physical resources committee that is a subset to this group, then it makes sense to fold that into this committee which is a larger framework. Need one model to work with for all three colleges.

Adjourned: 3:45 pm/MSC/Gibbs/Campo

Next meeting – June 5, 2015, 2:00 – 3:30 pm, Bradshaw Bldg., Heritage Room, RCC