

## OFFICE OF THE CHANCELLOR District Strategic Planning Council MINUTES

Friday, October 20, 2017  
RCC Bradshaw Center, Heritage Room,  
2:00-3:30 p.m.

**Present:** Chancellor Burke, Dennis Anderson, Stephen Ashby, Melissa Bader, Christopher Blackmore, Aaron Brown, Peggy Campo, Chris Carlson, Ferita Carter, William Diehl, Carol Farrar, Wolde-Ab Isaac, Nathaniel Jones, Richard Keeler, Susan Mills, Chris Nollette, Bryan Reece, Abel Sanchez, Kathleen Sell, Mark Sellick and Launa Wilson

**Absent:** Terri Hampton, Jeanette Hazelwood, Ruth Leal, Carlos Lopez, Akia Marshall, LaTonya Parker, Patrick Pyle, Rolando Regino, James Reeves, Gustavo Segura, Robin Steinback, David Torres and Scott Tracy

- I. Committee Business
  - a. Approval of the September 22, 2017 Minutes - Carter/Sellick - unanimous
  - b. Approval of the October 20, 2017 Agenda "as Amended" - Sellick/Carter - unanimous
  
- II. Chancellor's Report - Dr. Burke
  - Charge to Team A (Dr. Burke)
    - Based on conversations with presidents and A. Brown, Chancellor requested further assistance from S. Mills and Team A regarding strategic planning process.
    - Focus in on perennial issue of the "53/23/23" fixation that drives FTES allocation, budget allocation, new full-time faculty positions, and other resources.
    - Once framed by Team A, it will be passed to A. Brown and DBAC to review resource allocations and implications within District. DBAC will report back recommendations to S. Mills and Team A.
    - Draft estimated to be ready in December.
  
  - Environmental Scans (C. Farrar / Team B)
    - Team B's draft is 85% done.
    - Internal draft ready in week or so and will be sent to entire committee prior to November meeting for markups and comments.
    - Comments, when returned, will be summarized.
  
  - Board Committees
    - Chancellor creating power-point to share with the board regarding leadership's concern about board committees and their lack of connectivity to college committees that relate to teaching and learning, resources and governance, etc.
    - Board does not have a complete understanding of the college committees processes. Positive example is the colleges Curriculum Committees which flows up to the District Curriculum Committee, reviewed further, and sent onto the Teaching and Learning Committee.
    - Suggestion proposed:
      - o Map out which committees have bearing on the work of which board committees.
      - o Populate the board committees with people who have the relevant expertise.
    - Issues:
      - o Board committee meetings seem to be a preview of regular board.
      - o Board items are already finished products, without first being discussed and debated.

- Formality of board committee meetings intimidate others from speaking up and discussing the board item.
- Suggestion proposed: Have separate committees outside of the setting prior to board meetings.
- Need to look not only at the structure of board committees and college committees but also the content and how they connect and become a product for the board to help colleges align with each other.
- Committees make recommendations that the board acts on.

### III. Action Items

- None

### IV. Information Items

- None

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

- District Budget Advisory Council (DBAC) - A. Brown
  - October meeting – cancelled.
  - Next meeting. November 9, 2017.
  - How are resources divided up among the colleges?
  - Resource allocations should be driven by planning.
  - Equitable budget allocation distribution among the colleges is related to several demographics and mirrors state formula (needs to be equitable, not equal).
  - Need realistic plan/schedule to make sure it is right.
- District Enrollment Management Committee (DEMC) - Dr. Burke/Dr. Anderson
  - Last meeting – October 19, 2017
  - Sub-committee/working group: “Earlier Registration/Technology Implementation Task Force/Working Group” (*temporary name*) which will meet prior to DEMC meetings.
    - Assists students so registration process can start earlier.
    - Committee requested having two academic calendars 18/19 and 19/20 which will be approved by December.
    - Good sub-committee focused on technology issues to service students.
    - Students would register for summer – 4/2/18 (*Tentative date*).
    - Students would register for fall – 5/14/18 (*Tentative date*).
    - Academic Affairs from each college needs to be involved with scheduling.
    - Next meeting of this committee will go more in depth on the technical issues (involving curriculum).
    - Jason Parks shared FTES tool.
    - DEMC was initially formed in 2009/10 to deal with unfunded FTES (on scale of entire college).
    - Crafting new charge for committee going forward.
    - DEMC records/minutes/documents are being migrated back to District website.
- Information Technology Strategy Council (ITSC) - C. Blackmore
  - Still in process of filling out working group for the RP replacement process.
  - Been out to all three colleges to educate people why it is being done.
  - IT project prioritization process-still in progress to bring it to next level.

## VI. Reports/Updates

- a. Moreno Valley College – Dr. Nollette, Dr. Jones, and Abel Sanchez (for Dr. Steinback)
  - Task force for recruiting was assigned by R. Steinback. Draft to be ready for early spring for board in April or May.
  - College needs to update the comprehensive master plan with additional details due to revisions needed, one being the inclusion of a new welcome center as part of the existing student services building, funded by Measure C. Will need to go through complete shared governance process.
  
- b. Norco College – Dr. Reece
  - Undergoing strategic planning process now.
  - Looking at facilities master plan to modify it.
  - Revisiting technology plan this year.
  - Assessment – new process for SLO's.
  - Planning and Program review.
  - Accreditation getting organized now - 2 years out.
  - 2<sup>nd</sup> access road into college.
  - IT issues trying to iron out, related to infrastructure.
  - Operational issues – completion initiative (Guided Pathways).
  - Marketing Plan - revising plan.
  - Hiring in spring - equity strategy.
  - Four new programs: prison partnership; expanding veterans that we serve; Veterans Resource Center site unveiling on 10/25; continuing to expand dual enrollment with high schools; and launching photonics program on campus with partnerships with others.
  
- c. Riverside City College – Dr. Isaac
  - Returned from Guided Pathways - assignment: make cases to students, why RCC?
  - Completing mapping the pathways including clusters (5 divisions).
  - Clarifying and strengthening the integrated academic support system.
  - RCC merged under one umbrella: counseling, tutoring, library, supplemental instruction, head advising and faculty advising to support students through engagement centers.
  - Intensifying collaboration with Riverside Unified School District - meeting with leadership and principles to finalize dual enrollment.
  - Centering on a collaboration with workforce and city regarding Foster youth to break the cycle of homelessness.
  - College budget allocation and working with A. Brown.
  - Updating college facilities master plan.
  - Successfully completed a department chair retreat.
  - Comprehensive program review - planning document.
  - Accreditation - focused on program level assessment.

**Adjourned: 3:10 pm**

**Next meeting:  
November 17, 2017**