

District Strategic Planning Committee

December 7, 2012 - 2:00 pm to 5:00 pm

District Office, #319

Minutes

Chancellor: Gregory Gray - Chair
Dr. Soriano facilitated the meeting.

Members Present

Adams, Ruth; Azari, Cynthia; Baker, John (for Orin Williams); Bush, Ed; Cardullo, Amy; Crasnow, Sharon; Creswell, Debra; Deesing, Lea; Dieckmeyer, Diane; Gibbs, Travis; Isaac, Wolde-Ab; Keeler, Richard; Maghroori, Ray; Mayo, Sandra; Nelson, Lee; Parnell, Paul; Renfrow, Debbi; Tillquist, John; Torres, David; Zwart, Gail

Members Absent

Briggs, Cordell; Buysse, Jim; Carlson, Chris; Conley, Cindy; Jubaer, Noemi; Kane, Melissa

Guests: Dr. Soriano, Consultant

APPROVAL of 11/9/12 minutes - MSC/Zwart/Parnell (15 ayes) (2) abstentions

REPORTS

a. Chancellor - an update on the strategic planning process was given to the Board of Trustees last Tuesday and there will be a summary update forwarded to the Board in January 2013 regarding the District's current strategic plan (2008-2012). In March the Environmental Scan will be presented to the Board by Dr. Soriano. A draft of the Centennial Strategic Plan has been sent out to all entities for comments which are due to Dr. Maghroori by 12/30/12. The District Strategic Plan will be reviewed at our March 1st meeting for approval then forwarded to the Board of Trustees for approval in April or May 2013.

Budget Meeting Update – two important points were brought up for consideration: (1) the necessity to illustrate how the budget allocation is reflective of our strategic plan, and (2) being able to demonstrate the integration between the Colleges and the District.

ACTION ITEMS

a. Norco's Strategic Plan – Diane Dieckmeyer and Gail Zwart presented the updated Norco Strategic Plan 2013-2018 for the committee's review. Points of concern that were addressed:

- Add titles to ISPC membership for accreditation
- In reviewing Strategic Goals #1 & #5, it seems that Goal #5 is actually a subset of Goal #1. **Response:** Success is most strongly identified as success in the class, whereas, learning doesn't necessarily track that same thing. Learning is assessed, success is not, so they wanted to separate them out to make that clear.
- In the breakdown of goals into objectives, there is no measurable target. **Response:** Right now they are collecting baseline data in order to have a measurable objective so the following statement could be added for clarification: "We are using the time during this narrative to generate baseline data so that future updates will be able to have more numerical outcomes."
- Use of accreditation self-study to inform strategic planning - is this an input or an output of the strategic planning process?
- Don't see the equity – the goal should be a real commitment to narrowing the gap, an important aspect of student success. **Response:** Norco will make sure they have addressed this in their objectives.

- Chancellor stated that the challenge is to refine the Budget Allocation Model (BAM) so that an outsider reviewing BAM could easily see that it is reflective of our strategic plans.

Motion – to approve the Norco Strategic Plan for 2013-2018 MSC/Maghroori/Tillquist/Unanimous

b. District Strategic Planning Committee – Operational Guidelines

Dr. Soriano reviewed the Operational Guidelines with the committee and the following revisions were made:

- Page 1, 3rd paragraph added “*in consultation with the*” three College-wide... (2) added “*in an integrated and coordinated way with*” the District.
- Function 1 – added “*District*” before planning processes.
- Function 4 – added “*programmatic*” changes that have District-wide implications. Added New programs “*requiring additional District funding*” necessitate...
- Function 6 – added the word “*planning*” item or issue.... (2) added at the end of the sentence “*District-wide programs.*”
- Page 2 – add a second sentence at the top “**At the College level, Colleges determine their representatives.*” (2) add “*(Admin) and (Faculty)*” to distinguish between the two Strategic Planning Committee Co-Chairs.

Motion – to accept Operational Guidelines as amended above MSC/Tillquist/Crasnow/Unanimous

DISCUSSION ITEMS

a. The Chancellor will send the amended Operational Guidelines to the committee members for them to distribute and review with their appropriate committees. All comments are due to Dr. Maghroori by December 30, 2012 for both the Centennial Strategic Plan and the Operational Guidelines. These two revised documents will be agendized for our March 1, 2013 meeting.

Meeting Adjourned 3:50 p.m.

**Friday, March 1, 2013
2:00 – 5:00**

TBA