

District Strategic Planning Committee

March 21, 2014 - 2:30 pm

RCC, Hall of Fame

Minutes

Chancellor: Acting Chancellor, Sylvia Thomas – Chair Pro-Tem

Members Present

Adams, Ruth; Amezcuita, Ree; Arellano, Martha; Beeman, Chani (for Vicki Nicholson); Brown, Aaron; Cardullo, Amy; Carlson, Chris; Dieckmeyer, Diane; 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

Bush, Ed; Carstens, Ryan; Herman, Rick; Greene, Lyn; Nicholson, Vicki; Snyder, Jared

Guests:

Akia Marshall; Leslie Salas

ITEMS FOR APPROVAL:

a. Minutes - January 31, 2014/MSC/Zwart/Tillquist (1 abstention)

b. First Reading – District Strategic Planning Committee Membership Amendment

MVC has submitted an item for approval: to have DSPC's Operational Guidelines amended to include their college's classified representative from their strategic planning committee to be included in the DSPC membership as a voting member with all rights and privileges.

Amended Motion – to add a classified representative from each college's strategic planning committee to the District Strategic Planning Committee as a voting member and accept MVC's request to add their classified representative/co-chair from their strategic planning committee as a voting member of DSPC/MSZ/Zwart/Muehlebach (vote: 16 ayes; 4 abstentions) **Motion Passed**

Discussion followed. The committee agreed they need to review the entire composition of DPSC in the Operational Guidelines.

Motion – to review Operational Guidelines and the composition of DSPC as soon as possible
MSC/Gibbs/Nelson/Unanimous

REPORTS

a. Acting Chancellor – Sylvia Thomas thanked everyone for their participation and effort in the most recent accreditation visit. This was a massive undertaking which took great coordination, expertise, excellent leadership, and team effort. She particularly thanked key individuals from Norco: Dr. Paul Parnell, Dr. Diane Dieckmeyer, and Dr. Arend Flick; from MVC: Dr. Sandra Mayo, Dr. Greg Sandoval, and Sheila Pisa; and from RCC: Dr. Wolde-Ab Isaac, Dr. Susan Mills, and Mr. Tom Allen.

At the exit interviews, here are the commendations that each college received: (1) Moreno Valley College was recognized for collegiality and its inclusiveness of faculty, administrators, staff and students. (2) Norco College was commended for the active participation of all constituency groups in their planning processes and its ongoing commitment to, and recognition of, the value of having all voices in the processes that go on at the college. (3) RCC was acknowledged for its college culture of collegiality and engagement at all levels. Areas we still need to work on: (1) planning processes; (2) continue our assessment efforts; (3) a need for measureable outcomes.

There were five areas mentioned in the exit interview for the District to work on: (1) Develop and implement a technology plan that provides a vision for the entire district that includes a disaster recovery plan that, in the event of a disaster, would enable the district to continue all operations in a timely manner. (2) Develop a plan to fund the district's post-employment benefit obligation. (3) Develop matrixes for the budget allocation model and align it with the district strategic plan. (4) Develop a district staffing plan and continue the evaluation of centralized and de-centralized functions. (5) Update the district strategic plan to include measurable outcomes and align the district plan with the college's strategic plans.

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- b. Educational Services – Robin Steinback reported out on the District Enrollment Management Committee. Four recommendations have been made to the Executive Cabinet and to this group today. (1) They recognize that the rate they have been distributing FTEs to the colleges has been based, not on the most rational model, and they have agreed to develop a set of matrixs, criteria craft benchmarks, that can be used in the future for allocation of the FTEs targets. (2) They recommended in terms of planning that they retain for the allocation model that they had in the recent past for 2014-2015: 23.1% FTE being allocated to Norco, 23.1% to MVC and 53.8% to RCC. (3) They will be meeting again next week and plan to have a proposal developed by the end of the year in time for vetting through all the governance entities for the 2015-16 academic year. (4) They are codifying their committee charge, their membership, and their reporting pathways.
- c. Business and Financial Services – Aaron Brown handed out his packet for DBAC, Preliminary Budget Plan for 2014-2015, and the District Service Level Expectations Task Force meeting minutes. (1) DBAC - He reported that they are working out some implementation issues regarding the Budget Allocation Model. A critical issue is coming up with a game plan for entity budget alignment. (2) The information on the 2014-2015 Preliminary Budget Plan, based on the Governor's budget and projections as of February, continues to be refined as they move through the end of the year. (3) One of the assignments from the District Service Level Expectations Task Force is to review and define the expectations of the colleges on what level of services can be provided by the district's support service areas.
- d. Diversity and Human Resources – Chani Beeman (for Vicki Nicholson) – The Council on Diversity and Equity was established by the EEO plan which was adopted last June. They will have their first meeting this spring. The current appointees were nominated by their college diversity committees. The nominations were approved by the college presidents and confirmed by the Interim Chancellor, Dr. Azari.

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- e. Moreno Valley College – Sandra Mayo reported that they had the last of their Comprehensive Master Plan meetings with the HMC Architects and their support group. They will continue to work on the suggestions that were made at that meeting. MVC will have drafts in a couple of weeks for those within the college to review. On March 26th, they are having a day of technology visioning. There will be several meetings for faculty, staff, staff from the District and Information Technology involved to figure out how to get on the cutting edge of technology and stay there. They are having a town hall meeting next week to report out on the results of these meetings.
- f. Norco College – Paul Parnell reported that they have had several meetings with the Institutional Strategic Planning Council using the tri-chair, and they have tri-chairs for their other major committees as well. Their strategic planning process is as follows: information is submitted to the ISPC from all the other planning councils and committees, forwarded to their unique gathering called "Committee of the Whole", and then everyone on campus gets a chance to hear what the recommendations are. These recommendations are then forwarded to Dr. Parnell. The next link is for their strategic planning process to inform this group which will assist them in addressing accreditation issues on planning, and how they allocate those resources and implement the budget allocation model.
- g. Riverside City College – No report.

District Strategic Plan

- a. Measurable Objectives Workgroups –David is looking for a lead person to lead a workgroup for each goal. This person will be responsible for convening meetings and making sure the template is completed by the end of April or early May at the latest.
- b. Measurable Objectives Template - David Torres handed out a template and walked through the example and the steps of how to help operationalize each of the 15 goals. David will e-mail the committee the list of goals and the lead person for each goal as listed below.

Lead person for each Goal:

Goal #1 – David Torres; Goal #2 – Amy Cardullo; Goal #3 – John Tillquist; Goal #4 – Ed Bush; Goal #5 – VPAAAs and Diane Dieckmeyer as lead; Goal #6 – David Torres; Goal #7 – Paul Parnell; Goal #8 – Academic Senate Presidents with Travis Gibbs as lead; Goal #9 – Richard Keeler; Goal #10 – Chris Carlson; Goal #11 – Robin Steinback; Goal #12 – Sandra Mayo; Goal #13 – Rick Herman; Goal #14 – Robin Steinback; Goal #15 – Ruth Adams

Meeting Adjourned: 3:40 p.m.

Next Meeting: TBA