

District Strategic Planning Committee
September 13, 2013 - 2:00 pm to 5:00 pm
Economic Development Conference Room
Minutes

Chancellor: Dr. Azari - Chair

Members Present

Adams, Ruth; Arellano, Martha; Cardullo, Amy; Carlson, Chris; Conley, Cindy; Dieckmeyer, Diane; Gibbs, Travis; Greene, Lyn; Isaac, Wolde-Ab; Herman, Rick; Maghroori, Ray; Mills, Susan; Nelson, Lee; Parnell, Paul; Renfrow, Debbi; Steinback, Robin; Tillquist, John; Torres, David; Zwart, Gail

Members Absent

Brown, Aaron; Kane, Melissa; Keeler, Richard; Mayo, Sandra; Snyder, Jared

Guests: Beth Gomez, VP Business Services, Norco; David Vakil, Dean of Instruction, MVC

APPROVAL of 4 /5/13 minutes – MSC/Maghroori/Cardullo

REPORTS

a. Chancellor – Dr. Azari reported that last year DSPC went through a process to revise and refresh the District Strategic Plan. This year the charge for DSPC will be to develop measurable objectives and action plans for the 27 goals that were established. The COLA will be going to the Board on Tuesday.

b. Vice Chancellors

Educational Services

Dr. Maghroori reported that the District Evaluations Office is in the process of being relocated to the colleges. A meeting is scheduled at Moreno Valley College next Tuesday and they expect to make a recommendation to the Chancellor on how this office will be decentralized.

Business and Financial Services

No report.

Diversity and Human Resources

No report.

c. Colleges

Moreno Valley

The college has been actively involved in a comprehensive master plan with architects gathering data since last spring. A well-attended town hall meeting was held last week along with an environmental sustainability workshop. Next week consultants will be on campus to interview faculty, staff and other employees about the educational programs and services. Coming up in October/November will be the Technology Vision component of the plan. MVC expects to have the plan completed by spring 2014. The college is strengthening communication and connections between strategic planning and other constituent groups for efficiency.

Norco

Norco's strategic plan was finalized last year. They are now in the process of fulfilling the plan. The Technology Plan was published last year and the Facilities Master Plan is currently being updated. Feedback is welcomed on the Self-Evaluation draft as they prepare for accreditation. Norco is in the process of mapping goals and objectives from their plan to committees which will be the responsibility of the college-at-large. The college is moving to a tri-chair committee structure for higher level committees such as ISPC (Institutional Strategic Planning Council).

Riverside

Riverside's strategic plan ends in 2014, therefore, they are preparing to launch an update to refresh their plan, assessing how the plan worked before, and determine elements of disconnect. The Unit Plan and Comprehensive Program Review processes are being reviewed. Riverside would like to have the CIPR be used as a planning document at the discipline and department levels for purposes of integration and become a critical part of the planning process. The Unit Plan will become the operational plan on an annual basis. The college is beginning to formulate their goals especially in regards to student success and they have 18 improvement plans which have been assigned to various strategic planning councils in preparation for accreditation. The college is working closely with the senate to reduce the number of committees to become more efficient and effective.

ACTION ITEMS

- a. **DSPC Operational Guidelines – Purpose** – Travis reported that all three senates passed the revised Purpose.
Motion – to adopt the revised Purpose which replaces the amended version of 12/7/12 MSC/Maghroori/Gibbs/Unanimous

- b. **District Strategic Plan: Measurable Objectives and Action Plan** – David Torres presented his Proposed Goals Outcomes on how to define measurable outcomes for each of the 27 goals and how to implement action plans for each goal. Discussion followed.
Conclusion: Committee agreed upon forming a subgroup dedicated to creating operational definitions for the goals outlined in the District Strategic Plan. The charge of this group will be to decide upon accurate measures and action plans for each goal. An e-mail will be sent out asking for volunteers to form this subgroup along with David's spreadsheet. Please send potential names of subgroup members, ideas and/or suggestions to David Torres by ***Friday, September 20th***.

DISCUSSION ITEMS FOR INFORMATION ONLY

- a. Norco's Revised Facilities Master Plan – Beth Gomez reported that two critical elements were added to strengthen the draft plan. Discussion followed.
 - i. Secondary Vehicular Access – currently there is only one road into the college. This plan shows five recommended roads that could be developed for vehicular access. The main barrier for this plan is that the City has not implemented their Master Plan.
 - ii. Looking Ahead Section – need to address future growth which is based on getting a secondary entrance to the college and additional space would also be required to accommodate this growth.
 - iii. This draft plan is going to the Strategic Planning Council next week, will be submitted for review at Executive Cabinet on September 23rd and move forward to October Board.

Meeting Adjourned: 3:15 p.m.

Next Meeting:

**Friday, October 11, 2013
2:00 – 5:00
Economic Development Conference Room
152 E. Sixth Street, Corona, CA**