

Riverside Community College District
District Strategic Planning Council
Friday, February 20, 2015 - 2:00-3:30
Bradshaw Bldg., Heritage Room, Riverside City College
MINUTES - Amended

Committee Webpage: <http://www.rccd.edu/administration/educationalservices/ieffectiveness/Pages/StrategicPlanning.aspx>

Chair: Michael Reiner

Present: Tom Allen; Ree Amezcuita; Martha Arellano; Melissa Bader; Mike Simmons for Aaron Brown; Michael Burke; Peggy Campo; Amy Cardullo; Chris Carlson; Travis Gibbs; Rick Herman; Richard Keeler; Ruth Leal; Sandra Mayo; Kevin Mayse for Lee Nelson; Susan Mills; Eric Muehlebach; Beth Gomez for Paul Parnell; Michael Reiner; Leslie Salas; Robin Steinback; Sylvia Thomas; John Tillquist, David Torres

Absent: Ruth Adams; Ed Bush; Diane Dieckmeyer; April Galvan; Irv Hendrick; Wolde-Ab Isaac; Lee Nelson; Paul Parnell

Guests: Sal Soto; Scott Tracy

- Committee Business
- a. Minutes - Approval of minutes as amended for January 30, 2015/**MSC/Campo/Bader/3 abstentions**
Change SWAT to SWOT and Bell Weather to Bellweather.
- Chancellor's Report – M. Burke
 - a. Re-visioning/Re-design of DSPC – Dr. Burke presented his vision and proposal for the District Strategic Planning Council.
Discussion Points:
 - Dr. Burke would like this group to serve as the primary shared governance group for our District, charged with integrating all planning. This group would periodically review mission and vision statements and integrate the district strategic plan with the college strategic plans.
 - This would be the body that would hear reports from other councils and committees from around the District such as IT, Enrollment Management, DBAC, etc. Dr. Burke would like to see additional groups represented here such as Grants, Workforce and Economic Development, Student Equity and Success so they could bring forward their strategic agendas and blend into our strategic planning.
 - Need to revisit the membership. The standards and statutes will define the membership.
 - The overall theme of the district strategic plan should be to “achieve and drive student success with equity”.

Suggestions and Comments:

- The District Academic Senate needs to be part of this planning process as stated in BP 4005 which mandates that they be involved in approving the budget and planning processes. Once DSPC agrees on a new model, the three senates and district senate must agree on the established process.
- Student success and completion is the primary focus of strategic planning, and Dr. Burke would like this group to review and have an influence in the college plans. He also stated that this group should review, perhaps under Workforce Development, the Perkins funds and the plans on how to use those funds.
- Since the Facilities group is an operational group, not a shared governance group, it was suggested that a Physical Resource group be created with a charge, membership, etc., which will have a different

function.

- To establish a new model for DSPC, it needs to go through the shared governance groups involved in this process decision. The communication process is very important and should include and recognize the role of the senates, budget and planning, etc. The district plan currently in place doesn't work for what the colleges are trying to do. There needs to be a shift in the district plan to support the colleges in Instruction and Student Success and Completion.
- Planning should drive funding and the plans have to be coordinated with constant revisiting.
- Concern was expressed that the current planning process is not working well, however, it is unclear whether the current structure is the problem or the problem is that people are not taking responsibility to communicate with their constituents.
- It was suggested that the Lake Arrowhead/UCLA Center could be used as a retreat where the committee would be given the opportunity to get to know each other better outside regular committee meetings enabling them to work together more efficiently.
- There is a lot of redundancy among committees which is another reason to look at the entire picture. It was stated that people would be more willing to serve on this committee if they knew they would be heard and would be dealing with issues that matter.

Motion – to recommend forming a joint task force of the senate with the appropriate representation from all constituencies to determine a new structure for the District Strategic Planning Council/**Reiner**

Amended Motion – As per the DSPC Operational Guidelines, recommend a subcommittee be formed to review, revise, and potentially reformat the current District Strategic Planning Council structure and function/**MSC/Reiner/Gibbs/Unanimous**

Discussion followed.

- How is the current structure of this committee shared governance with 19 administrators, 6 faculty, 1 CSEA, 1 Confidential, and 2 classified staff?

3. **Information Items**

Rick Herman introduced Scott Tracy, the new Director of Administrative Applications. He comes to us from Cal Baptist as their Director of IT. He will be responsible for Datatel, Colleague, WebAdvisor, Resource 25, CI Track, new portal implementation, SQL migration of the database, and the new reporting tool.

4. Presentations – N/A

5. Items for Action – N/A

6. Subcommittee/Task Force Reports

a. District Budget Advisory Council – A. Brown – N/A

b. District Enrollment Management Committee – Dr. Reiner reported that the group met and discussed the targets for next year. Aaron Brown presented models based on the current funding formula and a potentially new funding formula, both using allocation based on the state formula for funded FTES and a determination of the level of unfunded FTES, if any, RCCD is willing to produce. The committee opted for a 4.5% unfunded approach and the funded FTES projected was 26,575 FTES with a 2.5% growth. This was agreed upon as the District target and discussion followed on how to divide this among the colleges. Due to a pressing need for the colleges to develop next year's academic schedule and the associated budget, Dr. Reiner requested that the committee go with the historical approach which is based upon a percentage to the colleges. The committee agreed to examine potential alternative funding models for the future. Meetings are scheduled over the next two months, and hopefully by the end of the year, they will have some alternatives to be considered by all the constituents.

c. Information Technology Strategy Council – Rick Herman thanked Tom Allen for his help in

streamlining and simplifying the accreditation response. His revised draft formula will be vetted through the three colleges. Once it is fully vetted by ITSC, the colleges will bring it back as a finalized response. The ITSC meets again next Friday and they will be delving more deeply into the specifics of the disaster recovery plan and the technology refresh plan. Rick will bring back a report in March. They are hoping to have an approved, fully vetted microcomputer support IMC organizational recommendation for the March meeting as well. This recommendation will shift responsibility from the District to each individual college. Tom's concern is to make sure we can show that the college strategic plans are integrated with the district strategic plan.

7. President and Vice Chancellor Reports

- Moreno Valley College – Robin Steinback reported that MVC has gone through a thorough review and SWOT Analysis of their current strategic plan and other college planning processes. As a result, the committee produced some concrete recommendations which were reviewed by 59 people representing all constituents in a two-day retreat in January. The outcome was a set of revised strategic goals. Workgroups were organized around each of those goals to develop objectives, strategies and an action plan. They have developed a proposal to be presented to the District Academic Senate on Monday and to the President's Cabinet. They have completely transformed and rationalized their annual program review planning process. They have implemented TracDat for assessment in all areas of the college which is clearly driving their resource allocations. MVC has accepted an invitation from Nuventive, producer of TracDat, to provide a featured presentation at their National Conference this spring. Their team will consist of the Faculty Assessment Coordinator, the Faculty Program Review Chair, the Director of Technology, and the Dean of Institutional Effectiveness.
- Norco College – Beth Gomez reported for Dr. Parnell on the joint board meeting between the RCCD board and the Corona-Norco Unified School District board coming up next week to discuss and work together on the AB86 Adult Education Consortium. Norco will also brief the Academic Senates next week of this meeting in addition to briefing them on the Career Pathways Trust, the School District Common Core and Foster Youth Initiatives.
- Riverside City College – Susan Mills and Tom Allen reported for Dr. Isaac. Workgroups have been formed to work on revisions to the Educational Master Plan and the Enrollment Management Plan. One workgroup is revising the comprehensive program review process and is developing a common template that they can use for all areas. They want to develop a better way to integrate the annual unit planning with the comprehensive program review. The vetting process will start in a couple of weeks. Tom Allen and Dr. Isaac have been working on revisions to the strategic planning process. They culminated all these activities with their February 6th Flex Day. Dr. Isaac spoke on his vision for RCC, planning, and the revised goals that are being developed. RCC met with high schools principals and superintendents in their service area regarding community and engagement. They broke out into four groups to discuss targets to incorporate into their strategic plan.

Tom Allen spoke about the two systems they will run on over the next five years: the current system for Enrollment Management and the Pathway Initiative where they will focus on getting students into clear pathways. Their goal is to have 30% of their students in clear pathways at the end of five years. Part of this plan is how they are going to allocate the FTEs and they would like to get students into a CTE or

Transfer pathway and have them prepared for college level work within one year. Tom stated that we don't understand how important the connection with ADTs is in trying to get students into clear pathways.

- Educational Services, M. Reiner – No report.
- Business and Financial Services, A. Brown – No Report.
- Diversity and Human Resources, S. Thomas – No report.

g. Facilities Planning – C. Carlson – The Governor's budget is looking at one lump sum versus scheduled maintenance money and there is no bond yet. We need to think about what doesn't happen if we don't get a bond.

Adjourned: 3:40 p.m./MSC/Gibbs/Bader

Next meeting – **March 13, 2015, 2:00 – 3:30 pm, Bradshaw Bldg., Heritage Room, RCC**