

Riverside Community College District
District Strategic Planning Council

Friday, June 5, 2015 - 2:00-3:30
Bradshaw Bldg., Heritage Room, Riverside City College
MINUTES



Committee Webpage: <http://www.rccd.edu/administration/educationalservices/ieffectiveness/Pages/StrategicPlanning.aspx>
Meeting called to order: 2:05 pm

Chair: Michael Reiner

Present: Tom Allen; Ree Amezquita; Melissa Bader; Aaron Brown; Michael Burke; Peggy Campo; Amy Cardullo; Chris Carlson; Diane Dieckmeyer; Travis Gibbs; Rick Herman; Wolde-Ab Isaac; Richard Keeler; Ruth Leal; Susan Mills; Eric Muehlebach; Paul Parnell; Leslie Salas; John Tillquist; David Torres

Absent: Ruth Adams; Martha Arellano ; Ed Bush, Sandra Mayo; Ryan Rudolph, Robin Steinback; Sylvia Thomas

Guests: Mark Sellick and LaTonya Parker

1. Committee Business

- a. Approval of June 5, 2015 agenda as amended/**MSC/Campo/Parnell/Unanimous**
(*correction: S.Mills VPAA, Admin Co-Chair SPC not Ed Bush*)
- b. Approval of May 8, 2015 minutes/**MSC/Brown/Gibbs (2 abstentions)**
Dr. Reiner mentioned that this is the last meeting for Travis Gibbs and Lee Nelson and Mark Sellick and LaTonya Parker were welcomed as the new Academic Senate Presidents for 2015-16.

2. Chancellor's Report – M. Burke – No report.

3. Items for Action

- a. DSPC Structure/Function: DRAFT Operational Guidelines – M. Reiner
1st Motion – to accept Operational Guidelines “Draft”/**MSC/Campo/Dieckmeyer**
 - Discussion followed on each section to clarify concept. This council can propose a change in structure/function but cannot change the By-laws. Recommended keeping “District Strategic Planning Council” name to avoid tracking problems. Once the plan is in place, then modifications can be made to that plan.
Suggestions and Revisions:
 - *Philosophy – Last bullet:* Replace “employees” with “stakeholders”? Should this be the first bullet?
 - *Introduction – 1st Paragraph, 2nd sentence:* Discussed the meaning of the word “connect” instead of using integrate or align. 3rd sentence: Must include students per statutes and accreditation standards. Constituent groups are defined as staff, administration, faculty, and students. 4th sentence: Need clarification on “endorses proposals before forwarding to Chancellor”.
 - *Function – 1st bullet:* Suggestion: to state that our expectations are to develop a district strategic plan that incorporates goals and metrics as we develop a plan. Combine bullets 1-3 into one bullet. 4th bullet: This is a new function which gives the group a role. Replace “facilitate” with the word “support”? 5th bullet: Discussion on integration, who are we aligning with and what does collaboration mean? Colleges should be reporting, informing, and collaborating with each other and with the District to ensure integration. Need to decide what this group’s role is before we can rewrite the language. Dr. Reiner would like to see this collaborative group be the interface from the pressures below and the pressures above and use their collective wisdom to integrate these things.
 - *7th bullet:* Replace the word “Establishes” with “Collaborates” charge/goals and objectives for the DSPC subcommittees. Dr. Reiner stated that at the pre-year retreat, this group should be giving some objectives to these subcommittees since they provide district services to the colleges to facilitate the operation, and charge the subcommittees with what needs to be addressed for the coming year.
 - *10th and 11th bullet:* Place a period after “... they can be funded” and delete the rest of the sentence. Dr. Reiner’s suggestion was that if a college needed additional resources in establishing a new

program, etc., this group would be the one to endorse the funding of that project or program. But that is what they were trying to avoid with the new Budget Allocation Model by eliminating these line items so that the responsibility for developing programs would be on the colleges to work within their means and not have to pull resources from one college to another.

2nd Motion – to postpone discussion of the Operational Guidelines Draft until the next meeting in Fall – September 11th/MSC/Gibbs/Campo/Unanimous

4. Information Items

- a. **IT ACCJC Recommendations** – M. Reiner – Gave a verbal account on the final report from the ITSC subcommittee addressing the ACCJC recommendations which were as follows: need an integrated District Technology Plan that includes a Disaster Recovery and Technology Refresh component. The IT Committee has put forward a response.
- b. **DBAC 4/24/15 Meeting Minutes** – A. Brown – Minutes were distributed to the committee.
- c. **Tentative Budget as of 6/2/15** – A. Brown – Explanation of Budget Reduction Strategy - The District has an ongoing budget shortfall, ongoing revenue versus ongoing expenditures. In order to address this issue over the next few years as they incorporate increasing costs and the additional revenue coming in for 2016-17 and 2017-18, they need to look at ways in which the ongoing budget can be reduced and balanced out. Ongoing deficit is about \$4 million, and the tentative plan is for a reduction of \$1.68 million across the District and colleges for 2015-16. Because of the disconnect between what is being generated versus what the expenditure budget is, DBAC has had to ask the Board, over the last two to three years, to reduce the 5% reserve balance. DBAC is looking to set aside \$15 million in one-time money for 2016-17 to handle our commitments over the next three years. Significant expenditures consist of PERS and STRS adding \$1.4 million to our budget each year and rising Health and Welfare costs. Kaiser is proposing a 15% increase and our PPO is in excess of \$1 million each year. We are also subsidizing our retirees to a large extent and plan on the added expense the bargaining unit agreements will incur.

5. Subcommittee/Task Force Reports

- a. District Budget Advisory Council – A. Brown – Received a preliminary report from David Torres on a survey that was conducted. A final report will come out in September. When they have had a chance to analyze it, they will bring it forward and make plans on how to address the results. DBAC is looking at the PT faculty and overload budget allocation methodology and received a preliminary report back from a small group that have taken on this role at Norco. DBAC has asked them to look at the 2015-2016 projections and report back so they can start making some decisions.
- b. District Enrollment Management Committee – M. Reiner – Dr. Reiner is collating information received from the colleges from last month's meeting. A report is forthcoming.
- c. Information Technology Strategy Council – R. Herman – Now that the technology plan and recommendations have been approved, they are working through the 2015-16 priorities for the technology plan to begin at the meeting on Monday. They will also be working on the coordination of the ITSC calendar with the colleges and the tag team so they have better coordination between recommendations going back and forth between the colleges and the District, ultimately bring these recommendations to DSPC.

6. President and Vice Chancellor Reports - No reports

- a. Moreno Valley College, S. Mayo – no report.
- b. Norco College, P. Parnell – Over 200 students graduated from John F. Kennedy last night with 98% having college credits from Norco, 40% to continue at Norco with 60% going onto four-year colleges. Five of those students received their High School and Associate's degree. Norco had an EOPS banquet

celebrating student successes. Two big events tonight: a scholarship event and a music performance. Saturday they are having a Puente group celebration. Next week there will be a student showcase that will be conducted on Wednesday evening. They have had over 2,000 applicants for graduation next week with 1,381 that have been certified with degrees and certificates which is a 21% increase over last year.

- c. Riverside City College, W. Isaac – Continuing work on their Strategic Plan and Educational Master Plan. RCC has begun applying the total cost of ownership model for the three new buildings. They will be reviewing the secondary effects after completion of these buildings.
- d. Educational Services, M. Reiner – No report.
- e. Business and Financial Services, A. Brown – no report.
- f. Diversity and Human Resources, S. Thomas – No report.
- g. Facilities Planning – C. Carlson - No report.

Adjourned: 3:45 p.m.

Next meeting – September 11, 2015, 2:00 – 3:30 pm, Bradshaw Bldg., Heritage Room, RCC