

**District Strategic Planning Council**  
Friday, November 6, 2015 - 2:00-3:30  
Bradshaw Bldg., Heritage Room, Riverside City College  
MINUTES



Meeting called to order: 2:05 p.m.

**Chair:** Dr. Michael Burke  
**Present:** Tom Allen; Melissa Bader; Aaron Brown; Peggy Campo; Amy Cardullo; Chris Carlson; Diane Dieckmeyer; Wolde-Ab Isaac; Richard Keeler; Ruth Leal; Sandra Mayo; Virginia McKee-Leone; Paul Parnell; Mark Sellick; David Torres  
**Absent:** Michelle Davila; Rick Herman; Eric Muehlebach; LaTonya Parker; Ryan Rudolph, Robin Steinback; Sylvia Thomas; John Tillquist  
**Guests:** Sal Soto (for LaTonya Parker)

**I. Committee Business**

- a. Approval of 11/6/15 Agenda/MS/MS/Mayo/Isaac?
- b. Approval of 10/9/15 Minutes/MS/MS/Parnell/Bader/Unanimous

**II. Chancellor's Report**

- a. DSPC Role and Scope – Draft of Operational Guidelines  
Discussed revisions to the structure and composition of DSPC.

**Comments/suggestions:**

- Dr. Burke replaced the words “budget allocation” with “resource allocation”.
- We need representation from the district to serve in the Student Success and Student Equity position. Suggestion: The VPs of Student Services could rotate by college, or the VC of Educational Services could serve as both the Academic Affairs and Student Services representative.
- Change page six, first paragraph b. to: Recommendations are made by a majority vote of “*the membership*”. Quorum would be fifty percent plus one of the total membership.
- Discussion ensued over DSPC’s membership not being consistent with ED Code or Accreditation Standards which states that faculty and academic administrators are responsible for policy and play a substantive role in decision-making. Members from the district offices are present to provide information and inform the conversation, but should not be involved in the formulation of policy. Mark brought up the language of Accreditation Standard IV.A.3 for everyone to see along with Ed Code Citation 70901.
- A suggestion was made that if each college included the co-chairs from their leadership councils as part of this body that would increase the number of faculty and bring DSPC more in alignment with Title 5. We need to try and align the district planning process with the processes that are happening on the colleges. Mark brought up RCC’s Committee and Council Structure for everyone to view as an example. Discussion followed regarding the planning and structure of each college’s leadership councils.
- Each college to identify their function, role and scope and bring back to this body for our next meeting in December.
- In response to the need for more faculty representation, a suggested revision to page five under college membership might say, “*Academic Senate Presidents plus two more faculty to be appointed by the senate presidents*”. It was felt that the Academic Senate is the best place to discuss how to bring more faculty representation to DSPC, mindful of the needs of resources, planning, institutional effectiveness, etc. The senate would then make a recommendation to this body, after making a collaborative decision, to appoint additional faculty representation.
- At the last DBAC meeting a decision was made to have the academic senates appoint another member to DBAC which would inform this body as well.

- Page 3, #8 – This body needs to act on the reports, trend analysis, forecasts, and recommendations that are submitted to DSPC. Need to clarify the overall structure and have more integrated academic support fundamental to our planning.
- Dr. Burke agreed with finding key faculty leaders on key faculty councils with the academic senate discussing and appointing faculty for DSPC. Need structure first and then find key faculty.

**Tasks:**

- Dr. Burke will take on the task of working on the Role, Scope and Charge of DSPC and bring back to the December meeting.
- Mark and Melissa will work on an organizational chart for the structure of the committee in conjunction with the academic senates and bring back to the December meeting.
- Dr. Burke suggested that everyone look at the structure charts as they exist on the other colleges and agendize for the December meeting.
- Dr. Burke asked David to draft a document of the key performance indicators. David will bring a draft forward with the IEPI information for the December meeting.
- How do we establish district institutional goals? Need to discuss our aims and goals in terms of student success, student equity and student completion.
- Dr. Burke would like to have a nomination from the three presidents to appoint someone to represent the Admissions Office on the Enrollment Management Committee.

**III. Information Items**

- a. Discussion on Strategic Distribution of Full-Time Faculty Hires within the District - P. Campo
  - New faculty hires are distributed to each college in a traditional 50/25/25 percent and Peggy feels this is very problematic. Sixty percent of the FON (Faculty Obligation Number) is being provided by RCC, 19.7% is being provided by Norco, and 20.1% is being provided by MVC. It is just a matter of time until the state says FON is not district and we will be fined.
  - The money that is coming in needs to be distributed differently because the 50/25/25 is not equitable or strategic.
  - The Accreditation team noted in Norco's comprehensive report, in an eligibility requirement for faculty, that they have a strong concern that Norco does not have enough faculty to do the work of the college. If a college does not fill an eligibility requirement, they automatically put you on warning. When they return, they want to see substantial improvement in that area.
  - What are we going to do as a district committee going forward in terms of growth? Dr. Burke agreed to find a better way to distribute new faculty hires among the colleges other than the traditional 50/25/25 percent, allowing each college to implement it however they wish with the money that will be made available to them.
- b. DBAC Minutes, 9/18/15 – A. Brown - Minutes were distributed to the committee. In a meeting prior to DBAC, they discussed how they would start definitively looking at the structural budget deficit, definitions, on-going revenues, on-going expenditure spending, and staffing principles. They will have a follow-up meeting on the 19<sup>th</sup> to start making headway on this issue. It will be brought forward to DBAC and DBAC will bring the recommendation forward to DSPC.
- c. Update on DBAC Subgroup Meetings – A. Brown – Had a discussion on purpose and membership.

**IV. Task Force/Sub-Committee/Special Reports - N/A**

**V. Reports/Updates**

- a. Moreno Valley College – N/A
- b. Norco College – N/A
- c. Riverside City College – N/A

**Next Meeting: December 11, 2015 / 2:00 – 3:30 / Heritage Room**

**Adjourned: 3:43 p.m.**