

District Strategic Planning Council
Friday, December 11, 2015 - 2:00-3:30
Bradshaw Bldg., Heritage Room, Riverside City College
MINUTES



Meeting called to order: 2:07 p.m.

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

I. Committee Business

- a. Approval of 12/11/15 Agenda/MSD/Dieckmeyer/Mayo/Unanimous
- b. Approval of 11/6/15 Minutes/MSD/Mayo/Torres/Unanimous

II. Chancellor's Report

Dr. Burke announced that we have a new Interim Chief of Police, Colleen Walker, who will be coming on board on January 4, 2016. She comes highly recommended with 33 years of experience and is retired from the Sheriff's Office as Undersheriff of Riverside County.

Dr. Burke informed everyone that the security officers that have been placed at the colleges and the District Offices are not due to a perceived threat or an alert, but rather as a precaution. He wanted RCCD employees to feel safe and secure as they attend holiday events or gather in large crowds, etc. They will also help relieve officers that are on graveyard or second shift so they can be available.

During Dr. Burke's evaluation, the Board asked him to come up with other ways to report data centered around student equity and student success; hence, the Dashboard Indicators report presented by David Torres.

- a. Dashboard Indicators (draft) Board of Trustees - (See attachment)
 - Themes that were reviewed: (1) Regional Context (2) Student Demographics (3) Student Performance, and (4) Student Outcomes for the top four ethnic groups.
 - The Hispanic population is the largest ethnic group attending RCCD. The white population is decreasing but the financial aid is not. RCCD is doing a better job with access and financial aid than with student success.
 - Basic Skills for RCCD from 2009 – 2014 decreased from 64.6 to 57.8. We are not very successful with our largest growing demographic, we are stagnant.
 - Consecutive Term Persistence – 1st term, 100% down to 12% by 6th term. This data is the hardest to capture due to students who may transfer or drop out.
 - RCCD Transfers to CSU's and UC's – the committee would like to see this data broken down by ethnic groups. David doesn't have access to historical data, but he will look into whether or not he can locate this data. Our financial aid default rate is less than 25%. Financial aid is going up but the default rate is not increasing.

Other Key Areas/Comments:

- Unless we have a District plan with concrete, measurable targets, it means nothing. We are just looking at it and not taking any action to change it. What are our targets over a five-year plan?
- We need the data that is hard to come by such as transfers, and how does it relate to our workforce demand, etc. Are those students who have earned a certificate working in the field that they trained for?
- Dr. Isaac stated that we have not precisely described a starting point. We are looking at outcomes and success rates, but when we look at the population that we have, exactly what kind of student at what level do we have? When you look at a group of students at the starting point, then you can have a very realistic strategy of which ones and how much we can help them to

complete a successful pathway. We cannot set realistic targets if we have not made a precise analysis of exactly where we are. What is a realistic target? We need to set a standard for the District. Add all three colleges and divide by three and you get the District standard.

- David will be discussing this topic at the next Institutional Research meeting including discussion on performance indicators that come from the State, and all the colleges have to come with their standard.
- MVC and Norco default rates for 2012 were 15.2 and 14.1 for RCC.
- Dr. Isaac would like to see the data separated out for success rates and performance rates for FT versus PT students. That way we can encourage students to become FT and move them along a successful pathway.

III. Information Items

- a. Report and Timeline on College Strategic Planning to Reflect ACCJC Rubric – T. Allen
 - Tom stated that we should look closely at the indicators the ACCJC is asking us to measure. We have to find a way for our key performance indicators to be consistent across the three colleges. Each college has a target and the District needs a target also.
 - Tom wanted to see some kind of a tool to look at class success and student success broken up by equity. We could use Enrollment Management Dashboard but not for the current term. Need to get down to the course level when the disciplines are preparing their program reviews and plans in order to have some kind of initiative.
 - David demonstrated his prototype for a Disaggregated Reporting Tool for Student Success. (See attachment) He showed examples of how you can use different filters to pull different sets of data. David asked the committee to send him any suggestions they may have so he can get this to them as soon as possible.
- b. DBAC 10/30/15 Meeting Minutes – A. Brown (No discussion)

IV. Action Items

- a. DBAC recommendation to add a college Vice President of Business Services representative to the DSPC membership with an annual rotation – A. Brown
 - If another administrator is added, it was suggested that maybe a faculty member from each college should be added also for good balance.
 - The consensus of the committee was to postpone the recommendation until the next meeting in March. Dr. Burke brings will bring back a friendly amendment to the proposed membership with a note stating that a recommendation was made by DBAC to add a VP of Business Services.

- b. DBAC recommendation for DSPC to approve the proposed DBAC purpose and membership (Exhibit I) – A. Brown

Motion - to approve proposed DBAC purpose as amended.

MSC/Dieckmeyer/Bader/Unanimous

- Revise first sentence on page one: The District Budget Advisory Council (DBAC) “*is a standing committee which serves*” as the primary advisor on fiscal and budget matters to the District Strategic Planning “*Council.*”
- Suggestion: to add to #4 on page three: ...Presidents will appoint faculty representatives “*and the CSEA appoints staff representatives for the college.*” There is an imbalance of shared governance. Need to see more staff and less administration.
- DBAC needs to have some policy directives of what the committee’s structure will look like, how should the subcommittee (DBAC) of DSPC be established, and provide some simple guidelines. If DBAC sees that it needs more representation from each college, then they just need to come to DSPC for a stamp of approval.

Motion - to approve the membership of DBAC/**MSC/Campo/Bader/Unanimous**

- c. DBAC recommendation for DSPC to approve a change to the anticipated Board of Trustees Committee meeting on June 7, 2016 (first Tuesday of the month) to June 14, 2016 (second Tuesday of the month), to align with the colleges strategic planning processes in advance of the Tentative Budget going to the DSPC and the Board of Trustees for approval (Exhibit II) – A. Brown

- As DBAC was trying to align the budget development processes with the shared governance processes at the colleges, they wanted to make sure the timing was precise dependent upon when the May revise comes out. They asked the Board of Trustees to move the June committee meeting forward one week so the colleges would have an opportunity to go through their shared governance process on what the impact of the May revise might have. This request had to be made prior to the DBAC meeting and this meeting in order to get it through the organizational meeting that occurred on Tuesday. It was approved by the Board to move the June 7th committee meeting to June 14th.
- d. Discussion to move May 13th DSPC's meeting to the week of May 23rd – A. Brown
- According to Aaron's planning calendar, the May 13th meeting is problematic as far as engaging this committee in the budget development process which is what DSPC wanted to be able to see. Aaron's recommendation is to move the May 13th meeting to the week of May 23rd. The committee agreed by consensus to move the May meeting to Friday, May 20th which will be a special meeting to discuss the tentative budget.
 - Another consideration on the calendar is to have DSPC meet in August to review any changes made over the summer before the final budget is approved in September. The consensus of the committee was to schedule a meeting on August 18th.

V. **Task Force/Sub-Committee/Special Reports**

Enrollment Management had a robust conversation but little was accomplished.

VI. **Reports/Updates**

- a. Moreno Valley College – Dr. Mayo expressed the same sentiments as Norco for a Happy New Year and a peaceful and safe holiday.
- b. Norco College – The team at Norco wishes everyone a prosperous and Happy New Year, Happy Holidays filled with peace. The Chancellor put out a GoFund message for the Verdeyou family, the RCC police officer who lost his wife in the San Bernardino attack. CSEA reached out to the state level people and received a meeting approval for the Dorothy Bjork Assistance Fund to cut him a check immediately. Eric encouraged everyone to continue giving to GoFund for this family.
- c. Riverside City College – RCC expressed the same sentiments as Norco for a peaceful and safe holiday. Dr. Isaac expressed that we are indeed living in very dangerous times. He felt that we need to strengthen the cultivation of a culture of care. He felt that the most important thing is to start building a great deal of solidarity, interaction and support between our various groups, especially our clubs because that is where, if any, infiltration of these kinds of crazy ideas will come from. The groups that feel marginalized, or forgotten, or that nobody cares, will be easy targets for such activities. He would like everyone to see how we can get all our students to have a certain degree of ownership and a feeling of belonging to the college to minimize any access to any of these kinds of dangerous ideas.

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

Adjourned: 3:45 p.m.