Norco Campus Strategic Planning Committee
May 13, 2008
MEETING SUMMARY

In attendance:

Alcazar, Wendi
Angeles, Mike
Aycock, Greg
Bader, Melissa
Boelman, Peter
Brockenbrough, Celia
Brotherton, Cathy
Caponetto, Tamara
Chacks, Leslie
Cluff, Mike
Crasnow, Sharon
Crawford, Leona
Creswell, Debra (recorder)
Davis, Brenda
DeGuzman, Joseph
Dieckmeyer, Diane
Eckstein, Joe
Farrar, Carol
Friedrich Finnern, Teresa
Godin, Norm
Gray, Alexis
Gregory, Ted
Gutierrez, Monica
Hill, Jimmie

Hitchcock, Dominique
Hodawanus, Tricia
Humble, Dina
Johnson, Brian
Kauffman, Kristina
Kyriakos, Stephany
Lafferty, Sue
Lewis, Mark
Loewenstein, Gaither
Low, Don
Maness, Maria
McCarson, Daniela Grecu
Mills, David
Miter, Carol
Monsanto, Steve
Moore, Barbara
Morrison, Jim
Nance, Damon
Nelson, Lisa
Oceguera, Gustavo
Olarte, Ana Marie
Parks, Jason
Pavlis, Bonnie
Perhamus, Judy

Purdy, Steven
Ries, Richard
Robles, Andy
Scott, Phyllis
Shirinian, Margarita
Skiba, Karin
Smith, Deborah
Smith, Ruth
Stanley, Yolanda
Sutton, Jim
Synodinos, Dimitrios
Thomas, Jim
Tiangco, Jefferson
Tompsett-Makin, Deborah
Tran, Phu
Tschatter, Sheryl
Wagner, Tom
Wagner, Tom
Wallstrom, Tim
Winer, Beverly
Wright, Linda

Handouts:

- Staff Report – Recommendation to Campus President Regarding Priority Projects for Five-year District Capital Improvement Plan, May 13, 2008
- Staff Report – Recommendation to Norco Campus President Regarding Secondary Effects of Industrial Technology and Student Success Buildings, May 13, 2008
- Concept – RCCD Strategic Plan, 2008-20012
- RCCD Budget Allocation Model, April 22, 2008
Planning Agenda Updates
The four subcommittees representing the standards are 85- to 90% complete on providing planning agenda updates. The next self study will include these updates, as well as responses to the commission recommendations. During the summer, Carol Farrar and Daniela McCarson will go through the study and highlight the areas that need to be updated. Then in the fall, an as yet unidentified editor will do the rewrite. One editor will be used in order to provide document continuity. The editor will receive proportionate compensation.

District Five-Year Capital Plan
Norco Campus capital improvements projects for possible inclusion in the District Five-Year Capital Plan have been vetted and approved by the Resources Subcommittee and the SPC Co-chairs Council. They are now being forwarded as recommendations to the SPC and include the South Corona Educational Center, the Center for Health, Wellness and Kinesiology, and the Maintenance and Operations/Central Receiving & Technology Support Services Center.

These projects are in the very initial stages of discussion and will not be developed until they have been approved by the Board. Once they have been placed on the list, design teams will be formed and initial project proposals will be developed.

Motion: Sharon Crasnow moved to forward the three projects to the Board of Trustees for inclusion in the District’s Five-Year Capital Improvements Plan. Deborah Tompsett-Makin seconded. Motion carried.

Secondary Effects Projects
Secondary Effects projects associated with the construction of the Industrial Technology building (Phase III) and the Student Success building have been identified by the administration and approved by the Resources Subcommittee. They include new Biology and Chemistry labs, remodeling of the Physics lab, remodeling of the first floor of the Airey Library to accommodate an integrated Learning Support Center, reconfiguration of ST101 into two large general use classrooms, remodeling of the Corral to accommodate expanded campus police offices and a faculty resource center, expansion of campus health services office and adaptive re-use of space currently occupied by the Career/Transfer Center. The funding source will be Measure C.

Motion: Karin Skiba moved that NSPC forward the secondary effects projects to the Board of Trustees for approval. Sheryl Tschetter seconded. Motion carried.

District Strategic Planning Process Update
Kristina Kauffman reviewed the concept of the District’s strategic plan which is written for the District as a collective entity, and is not intended to repeat or replicate campus plans. She is requesting feedback on the vision and mission statements. The Board of Trustees will be given an update at the August meeting, and a first reading will be presented at the September meeting. The concept will be posted on the District website.
Budget Allocation Model (BAM) Update
• The latest BAM will be presented to the Board Committee this evening as an information item.
• The NSPC Resources Subcommittee received a detailed update and feedback was given.
• The BAM will continue to evolve and there is still a lot of work to be done on it. There is still concern about the determination of the base budget and the state budget situation could make it more challenging.

Follow-up on Staffing and Equipment Priority Lists
Dr. Davis updated the committee on the priority lists and other pertinent information regarding the Norco Campus:
• Staffing and equipment recommendations will always come through the SPC before being forwarded to the District.
• Three new faculty positions (Anatomy & Physiology, English and Math) and the Associate Dean of Student Success have been approved to open for recruitment, pending budget availability. The top five requested classified positions were not approved, but one or two of the positions may end up getting funded.
• Unfortunately, the budget will present challenges in the upcoming year and departments are encouraged to look at their budgets where cuts can be made, while maintaining service levels.
• The Title V grant ends September 30, but the Norco Campus will work with the Grants Office to look into additional grants that could benefit the campus. If the budget allows, consultants could be hired to assist in writing grants.
• The new Dean of Students Services has been hired and will go to the Board this evening. Dr. Davis thanked Dr. Low for filling the role for the past year.
• Dr. Davis also thanked the NSPC as a whole for their hard work and team effort.