MINUTES – STRATEGIC PLANNING CO-CHAIR COUNCIL
Tuesday, October 9, 2007
HUM 111
2:00 PM to 3:00 PM

Attendees: Gail Zwart, Gaither Loewenstein, Peter Boelman-Lopez, Sarah Burnett, Alexis Gray, Melissa Bader, Tamara Caponetto, Siobhan Freitas, Gustavo Oceguera, Norm Godin, Dave Dieckmeyer, Jim Thomas, Deborah Makin, Daniela Grecu, Jim Sutton, Ruth Smith.

Accreditation Members Attending: Mr. James Barr, Mr. Felix Hernandez, Dr. Gary Yee, Ms. Anita Black, Dr. David Bugay, Dr. Tyree Wieder,

REVIEW AND APPROVAL OF POSITION RANKING LIST AND EQUIPMENT RANKING LIST

Dr. Zwart reviewed the purpose of today’s meeting. Dr. Loewenstein briefly went over the process that is followed prior to the ranked position and equipment lists reaching the SPC Co-chair Council. He reminded everyone that there are five equipment lists, one for each academic department. This allows the individuals that have the most knowledge about their particular equipment be the group that will prioritize their own needs.

The administrative positions list is ranked by considering campus needs, as well as safety issues, etc. Future administrative ranking groups will include more faculty. This year, there were five members on the committee including three people from the instructional side, one of whom was faculty. Dr. Loewenstein indicated that we should also consider more faculty on future student services committees.

There was discussion about the Administrative Planning Council ranking of facilities positions. It was explained that facilities needs a night manager for their custodial staff. Currently one full time manager cannot cover both day and night shifts.

The committee discussed changing the way possible categorically funded equipment purchases were listed in the rankings. It was decided that it will remain the same in order to avoid confusion.

APPROVAL

Dave Dieckmeyer made a motion that the Strategic Planning Co-Chair Council approve the Position Ranking List and the Equipment Ranking List and forward it to the Norco Strategic Planning Council.

Tamara Caponetto – Seconded the motion.

Motion was approved unanimously.