MINUTES – STRATEGIC PLANNING CO-CHAIR COUNCIL
Wednesday, April 18, 2007
ST 107
2:00-3:10


UPDATES

1. Portables – Dr. Loewenstein shared that the Board approved the portables at last nights meeting. Norco will receive three new double wide portables and three small portables. One of the large portables will be used for a fitness center and the other two will be large lecture classrooms. One of the small portables will be used for five faculty offices along with a conference room and the other two will be small classrooms that will hold 40-45 students. Council members suggested that rather then “portables”, the buildings, when installed, should be referred to as the “West End Quad”.

2. Soccer Field – The soccer field proposal went to the District Strategic Planning Committee. Dr. Rotella indicated that at this point we could not designate Measure C funds for the soccer upgrades. The project will go to the Board in May and the finance department will decide where the funding will come from. Dr. Loewenstein indicated that the Riverside Campus may decide to have the soccer team return to that campus. If the team does return to Riverside, Norco can decide to start our own team.

3. Ranking Criteria – Academic Planning Council has approved their ranking criteria for instructors. There is an Administrative Committee that will prioritize staff and equipment and facilities for the non-instructional side. Student Services will have a committee headed by Dr. Bush that will take care of the prioritizing of staff, equipment and facilities for that area.

   The Strategic Planning Co-Chair Council will handle the merging of the three lists into a one campus prioritized list. Dr. Loewenstein suggested that one way to merge the lists would be to take the #1 item from each list of the three lists and make them items 1-3 on the merged list and then take item #2 from each list and make them items 4-6 on the merged list, etc.

   Norm indicated that his department will take care of identifying the funding source for each item. The campus prioritized list will then go to the Norco-SPC for review/discussion and approval. It will then proceed to Dr. Davis.

4. Annual Program Review – Norco has completed and presented all of their department program reviews to Kristina Kauffman’s office. Kristina Kauffman’s office will take all the reviews and create four lists covering faculty, equipment, staff and facilities. Dr. Loewenstein indicated that all of the program reviews are available on the RCC website.
- On homepage – www.rcc.edu
- Click on “Administration” – left side
- Click on “Academic Affairs” – right side
- Click on “Institutional Effectiveness”
- Click on “Program Review”

Dr. Loewenstein shared that Norco would not be receiving any new faculty for 07-08, but it is possible that as many as five positions will be opened for 08-09 depending upon the availability of funds resulting from accreditation.

5. **Student Success Center** – The design team has met twice. They started to narrow down the list of possible uses that will be included in the building. Examples of what is being considered include; a hybrid cafeteria/food court, student seating area with internet access, a concourse area on the upper floor that will house student support services (DSPS, EOPS, etc.) and a large upstairs meeting room with seating for approximately 133-150.

6. **Educational Mater Plan** – There is a team of consultants that have been hired to work on the Educational and Campus Master Plans. They have already met with some of the administrators and will be meeting with the Academic Planning Council at their next meeting in May, as well as the Co-Chair Council. The entire master plan will be presented to the Board by mid Fall.

7. **Other**

- Siobhan made a suggestion that the Strategic Planning Sub-committees might want to continue meeting for twelve months a year. Since planning, etc. continues all year it was her suggestion that the committees continue to meet and share the meeting responsibilities with other members of their committees.
- There was discussion about reducing the number of Strategic Planning Sub-committees after accreditation and having only four instead of the current nine.

**INFORMATIONAL ITEMS**

- Norco will not be utilizing any off-site facilities for classes beginning this Fall (except for golf and bowling). All classes will be on this campus.
- Norm indicated that he is forming a task force to review Norco’s facilities department staffing and comparing it to the industry standard.
- Dr. Loewenstein congratulated the Norco campus for being the first ones to submit their completed Accreditation Self-study.
- A question was asked about the future use of the Tiger’s Den. Dr. Loewenstein indicated that a plan currently being discussed included expanding the police office and setting up an area for part-time faculty to utilize as work space.
- Norm shared that the Board approved the Network Operations Center for the Norco campus. This will be a new building near the facilities buildings that will house network equipment and servers.