MINUTES – STRATEGIC PLANNING CO-CHAIR COUNCIL
Thursday, May 8, 2008
ST 107
3:15 PM to 4:15 PM

Attendees: Melissa Bader, Brenda Davis, Alexis Gray, Carol Farrar, Sarah Burnett, Tom Wagner, Mark DeAsis, Gaither Loewenstein, Jason Parks, Ruth Smith.

1) 2007 Self-Study Planning Agenda Items Update

- Dr. Loewenstein asked each subcommittee if they were able to update all of their planning agenda items. Subcommittee chairs indicated that they were able to update the majority of items. Most were missing information for one item. When the planning agenda item worksheets have been updated each subcommittee should e-mail it to Ruth Smith.

- There was a question about how future planning agenda items would be handled. Dr. Loewenstein explained that they would be made a part of the 2009 report and did not need to be addressed at this time.

- Dr. Loewenstein briefly explained the process to be followed from this point forward. He explained there will be two “editors/writers” (Carol Farrar and Daniela Grecu) that will assemble the report utilizing the rough draft. The two rough draft editors will prepare highlighted copies showing the needed revisions for each subcommittee. The subcommittee will edit information, as requested in revisions, and return updates to Carol and Daniela. The Planning Agenda Status spreadsheets for all Standards will be posted on the website for everyone to see. They can be updated in this format. There will be a final “editor” that has not yet been decided. The District Recommendations will be answered by Dr. Loewenstein.

2) Projects for District 5-year Capital Plan

- The council reviewed the projects plan. It was indicated that another Bond would need to be passed in order for all the items to take place. Jason Parks made a motion to forward the Recommendations Regarding Priority Projects for Five-year District Capital Improvements Report to the Norco Strategic Planning Committee. Tom Wagner seconded the motion. The motion was passed by the Co-Chair Council.

3) Secondary Effects Projects for District 5-year Capital Plan

- The council reviewed the secondary effects plan. We will be request Measure C funds for these projects. Jason Parks made a motion to forward the Recommendations Regarding Secondary Effects of Industrial Technology and Student Success Buildings to the Norco Strategic Planning Committee. Alexis Gray seconded the motion. The motion was passed by the Co-Chair Council.
4) Follow-up Report on Prioritized Staffing and Equipment Needs

- Dr. Davis discussed the May 6, 2008 e-mail memo she sent to nor-all with an update on the prioritized staffing list and equipment needs.

- Dr. Davis asked the council if they thought it would be helpful to have a workshop on accreditation. There was a suggestion to dedicate some flex time to new accreditation information and/or perhaps offer the workshop to small interested groups.

- Dr. Loewenstein shared that Norco needs to work on doing measurement of SLOs. He wanted to make it clear that Norco does not have to follow the District or other campus measurement procedures.