Norco Physical Resources
Sub-Committee to the Norco Strategic Planning Committee
Thursday April 20, 2006
12:45pm- 1:40pm
Hum 204
Meeting Minutes/Summary

All in attendance:
Josephine Carson
Dave Dieckmeyer
Joe Eckstein
Siobhan Freitas     (co-chair)
Jim Kross
Steve Monsanto     (co-chair)
Mark Smith
Charles Sternberg    (co-chair)
Phu Tran
Paul Van Hulle

Guests:
Dr. Brenda Davis
Dr. Edward C. Bush
Dr. C. Michael Webster
Rick Hernandez

This was a special meeting of the Physical Resources committee. Dr. Webster is a consultant hired by RCCD to analyze our current process of building and expanding on the three campuses. He has determined the strengths and weaknesses of every aspect of the process from the conception of the idea through the design process and ending with the completion of the physical building.

Dr. Webster’s presentation to us consisted of three parts: the first part of the presentation was a revised planning process (he handed out a flow chart which will be on-line within a week or two) that will be more in the hands of the faculty and staff and less in control of the Riverside Facilities Department. Part of the flow chart description is that the decision making process to prioritize building projects should be made by the executive strategic planning committee, and not by the Facilities Dept. Once prioritized, a large tracking board maintained by Riverside Facilities Dept. should be created so that each project could be seen in the large scheme of things in terms of the project’s priority with respect to other projects, and once begun, the time-line for each phase through total project completion will be clearly defined and accessible to all. The main thrust of this part of the talk is that the planning must be in the hands of faculty and that our current Strategic Planning process is an excellent start to this new process. Another important part of the discussion was that the current building process has no budget for pre-planning and design of a building concept. This means that, using the Student Activities Center idea as an example, before sending the building concept to the Executive Strategic planning committee, we should have hired an architect consultant and, in concert with a
representative from the RCCD Facilities office and a committee of people (co-chairs of
various SPC sub-committees, others who have a vested interest in the building for
example) determine the feasibility of the project for this campus. Then, if the campus
still is in favor of the project, it should be brought to the Executive Strategic planning
committee. Currently there is no budget for hiring the architect for this phase of
planning. Dr. Webster suggests that there should be. Another aspect he suggested that
we (RCCD) implement is an analysis of the project after it has been functioning after one
year, and then after approx. five years to determine if everything is in working order
while the project is still under warranty, and to assess the overall success of the project.

A second part of the talk was with regards to the total build-out projection of each
campus/college. First, the build-out should be created by the faculty and staff and be
driven by academic programs needs. Again, an architecture firm needs to be hired for
this planning process. Dr. Webster has proposed a very aggressive timeline of
completion: that we begin in the fall of 2006 and that the build-out plan be completed by
March of 2007.

A third aspect of the talk regarded the Student Activities Center project here at the
Norco campus. Rick Hernandez stated that he did not know that the Executive Strategic
Planning committee has approved the project. Dr. Webster said that we should go
through the pre-planning phase of the project as soon as possible even though it has
already been approved by the Executive Strategic Planning Committee. Dr. Davis said
that we should have the name of an architect by the end of this week (April 28, 2006), as
promised by Jim Buysse.

One statement that is also worth mentioning is that every year the Measure C
funds are not used, the value of the money obtained is decreased, because of the
increasing cost of construction. In other words, a new building this year will cost less
than the identical building built next year, because of the (lately) continuously rising cost
of construction.

The information that Dr. Webster imparted, except for the flow chart, is currently
on-line on the Norco Forums website  http://www.rcc.edu/norco/forums
Under Physical Resources, under Student Activities Center, there is a document titled
Strategic Planning Process April 2006. It should be emphasized that this is a proposed
plan and not what is currently in progress.