

Institutional Strategic Planning Council (ISPC)

May 29, 2013

1:00-3:00 (ST 107)

Attendees:

- **Attendees:** Beth Gomez, Jim Thomas, Gail Zwart, Diane Dieckmeyer, Deborah Tompsett-Makin, Celia Brockenbrough, Ruth Jones-Santos, Ruth Leal, Greg Aycock, Debbie DiThomas, Melissa Bader, Ruth Smith (Recorder)
- **Absentees:** Andy Aldasoro, Sharon Crasnow, Mark DeAsis, Dominique Hitchcock, Mark Lewis, Jason Parks
- **Guests:** Lorena Patton, George Walters, Vern Browne, Lyn Greene, Paul Parnell, Gustavo Ocegueda, Carol Farrar

Welcome: - Diane Dieckmeyer

- Welcome to the last meeting of the semester.

Approval of Minutes: - Dr. Zwart

Motion by Ruth Jones, second by Deborah Tompsett-Makin to approve the minutes for the May 15, 2013 meeting. Motion approved with two abstentions.

I. Action Items:

A. Concept Approval for a Trade Adjustment Assistance Community College & Career Training (TAA-CCCT) Grant – Mr. Walters

- Was not presented to the Grants Committee because the last meeting has already been held. George was notified about the Grant last Thursday after the committee had met.
- Goal is to provide assistance to displaced workers or unemployed/underemployed residents with an end goal of employment.
- Chaffey College is the applicant. Norco is a participating partner.
- Will require categorically funded automation systems technician faculty. Does not require anything additional from Norco College.
- Focuses on Automated System Technicians that we already have. This will increase our program completers within three years.
- Meets three institutional goals –
 - #1. Better student achievement.
 - #4. Create effective partnerships
 - #5. Strengthen student employment.
- Grant students will not receive any priority over other Norco students.
- If approved will go forward to Dr. Parnell. If there are any future concerns or questions the Grant will be brought back to committee again.

Motion by Deborah Tompsett-Makin, second by Greg Aycock to approve the Assistance Community College & Career Training (TAA-CCCT) Grant. Motion unanimously approved.

B. U.S. Office of Naval Research STEM Grant – Mr. Browne

- This was presented to grants committee in February. Committee asked questions and requested Vern to come back with an update proposal.
- The March Grants Committee did not have a quorum and could not meet. Grant approval was tabled twice and Vern was given additional recommendations from the committee.
- Revised proposal was presented and committee recommendation was not to move the proposal forward. Minutes from that meeting (May 15) were provided to the committee via e-mail.
- Objective for Norco College would be the opportunity to enhance academic programs by taking the next steps for further integration of technology using mobile devices into the classroom.
- Reviewed “Comparison of Outcomes to Goals & Objectives”.
- Classes would be both on-line and face to face. All classes would be taught by Vern Brown.
- Discussion on student outcomes and comparison with outcomes identified in grant proposal.
- Discussion on creation of mobile apps and Norco College new application creation class.
- Question on upkeep of mobile applications.
- Writer of the grant would be our district grant writer. Administration would be the dean of grants. (Gustavo Ocegüera). Gustavo indicated that he does not have enough time in his schedule to oversee this grant; due to the work he is already doing administering the two Title V Grants.

Motion by Ruth Jones, second by Celia Brockenbrough approve and to move this grant forward. Motion not approved.

II. Items

A. BAM & FMP Update – Dr. Parnell and Beth Gomez

- BAM – (Budget Allocation Model). Tom Wagner, Dr. Parnell attend meetings. This group is a sub-committee of the District (DBAC).
- Group had students administrators check list on handout
- Request to divide funds per college by FTES. However, there also needs to be adjustments made for high cost programs.
- Presented and reviewed the May 14 revise that will go to the Board in June.
- Dr. Parnell’s end of the year report will be sent out soon.

B. ISPC Evaluation Activity – Dr. Dieckmeyer

- Will be sent to committee members via SurveyMonkey.

III. Open Hearing

- Dr. Parnell shared the press release regarding the Trading Post summer hiatus.

Adjourned – 3:00

U.S. DEPARTMENT OF LABOR
Employment and Training Administration
Notice of Availability of Funds and Solicitation for Grant Applications for Trade Adjustment Assistance Community College and Career Training Grants Program

Funding Opportunity Number: SGA/DFA PY-12-10

Catalog of Federal Domestic Assistance (CFDA) Number: 17.282

Due Date: July 3rd

Number of Consortia Awards: 15 to 20

Award Amount: Up to \$25 million

Award Period: 48 months

Start Date: October 1, 2013

What is the purpose of this grant funding?: To provide training to displaced workers and unemployed/underemployed residents with an end-goal of employment.

Lead applicant: Chaffey College

Proposed participating partners: Norco College, College of the Desert, Barstow Colleges, Mt. SAC, Mount San Jacinto College, RCCD, San Bernardino Valley College, SBCCD, Victor Valley College, Riverside County Workforce Investment Board, San Bernardino County Workforce Investment Board.

Consortia Application scope: Industrial Maintenance & Automated System Technicians (specifically within Utilities, Energy, Logistics, & Advanced Manufacturing industries)

Proposed Norco College Scope:

1. Focus on Automation Systems Technician certificate/degree
2. Increase the number of program completers within 3 years while providing them with industry certifications
3. Modify/align course offerings with other community colleges to enable seamless transferability
4. Incorporate interactive simulations into instruction

Proposed Budget Items:

1. Categorically funded Automation Systems Technician faculty
 2. Grants Administration Specialist
 3. Case Manager / Project Coordinator
 4. 0.5 research assistant
 5. .25 Employment Placement Coordinator
 6. Instructional Equipment/supplies
 7. Student textbooks
 8. Industry certification fees
 9. Indirect charges
 10. Consultants/Misc.
 11. Indirect
- Total Budget proposal: approximately \$2,425,920 (\$606,000 per year)

Facilities needs:

Three office spaces (located in the CACT after STEM Center opening)

NORCO COLLEGE - Grants Advisory Committee

U.S. Office of Naval Research (ONR) STEM Grant for K-12 & Higher Education

Due Date: September 30, 2013

Abstract: The Department of Navy (DoN) is projecting a shortage in their Science & Technology (S&T) workforce where the number of graduates of U.S. citizens in STEM related degrees will not keep pace with future demand. The goal of the proposal is to provide "game changing" solutions that will help establish and maintain a diverse pipeline of U.S. citizens who are interested in participating in Naval STEM education programs and who ultimately will be interested in STEM careers.

Objective: Norco College has the opportunity to enhance academic programs by taking the next steps for further integration of technology using mobile devices into the classroom. With careful and thoughtful planning, Norco College can be in the forefront by embracing mobile and cloud technology within a course's pedagogy. Working with a select few STEM related classes at the beginning; the administration can monitor and analyze every step before expanding to other STEM classes and disciplines.

Scope and Anticipated Outcomes:

- a) Provide DoN/STEM career information in videos and related exercises where 100% of the students will understand the relevance of STEM to Navy careers based upon a Pre/Post survey analysis.
- b) Include up to five (5) Project & Problem Based Learning concepts in DoN/STEM related activities and exercises to enhance the student's critical thinking process, problem solving and collaboration.
- c) Provide all students in the class with the use of mobile devices and eLearning tools on a 24/7 basis throughout the semester, giving the students real world experience in the business community.
- d) Provide early detection software to monitor problem areas for students and using eLearning tools with video training to get over 50% of these students back up to speed on the class activities.
- e) Provide training where 100% of the students will use and understand cloud based software, storage and communication concepts measured by a Pre/Post Rubrics on the knowledge of the activities.
- f) Create a **Bridge** to the Norco College Outreach Programs and Counseling so that women and students from under-represented groups are fully aware of these STEM classes.
- g) Increase student enrollments from 10% to 25% in the selected STEM classes by adding online students as part of the overall enrollments.
- h) Create a partnership with the Naval Surface Warfare Center in Norco.

Amount: \$286,500 per year

Duration: 2 years

Classes Involved and Staffing Needs: CIS-1A (Intro to Computer Information Systems); CIS/CSC-2 (Systems Analysis); CIS/CSC-21 (Operating Systems); and CIS-76B (Web Design in Dreamweaver)... All classes will be taught by Vern Browne

The documentation, training manuals, websites, exercise material, video training, mobile apps and teaching will be coordinated and/or completed by Vern Browne with some of the contract work with other adjunct faculty and students in the fore mentioned areas. Student Interns will be needed for the classes.

Facility Needs: No additional facilities will be needed, unless required by administration.