

Institutional Strategic Planning Council
March 20, 2019
ST 107 (1:00-3:00pm)
Minutes

Members Present: Kris Anderson, Greg Aycock, Melissa Bader (Faculty Co-Chair), Celia Brockenbrough, Leona Crawford, Monica Esparza, Ruth Leal (Staff Co-Chair), Sam Lee, Mark Lewis, Barbara Moore, Chris Poole, Bryan Reece (Administrative Co-Chair), Mitzi Sloniger, Kaneesha Tarrant

Members Absent: Peggy Campo, Michael Collins, Daniel Landin, Jim Thomas, ASNC Rep

Guests Present: Esmeralda Abejar, Marshall Fulbright, Colleen Molko, Gustavo Ocegueda, Jason Parks, Maureen Sinclair, Kevin Fleming

Call to Order: 1:06 pm

Approval of Minutes:

Approval of Minutes for March 6, 2019

MSC (Lewis/Crawford)

Corrections: None

Approved.

I. Action Item:

A. None

II. Committee Reports

A. None

III. Information Items

A. Advancement Report (Grants Committee)

Colleen Molko, Grants Committee Co-Chair, provided the committee with an update on the various grants the college is pursuing and grant awards received. Information sheets for the grants are attached to the minutes.

Proposals/LOIs Submitted:

- All Learning Counts: Selected 12 community colleges, we were selected because of our work with equity. No amounts have been mentioned. More information will be provided at a later date. To help our underrepresented populations.
- Kresge Foundation Proposal: To support Umoja programs, \$125,000 earmarked for Norco College.
- Promise Scholars Program Replication Grant: We were not selected for this grant.

- Institutional Effectiveness Partnership Initiative Partnership Resource Team Visit and Seed Funding: We requested both the visit and the seed money. Similar to leading from the middle.
- College Futures Foundation (for Salesforce): Pilot program of application students can download on their phones to keep them engaged with the college in various ways. High potential to obtain this grant.
- Just awarded!! Currently and Formerly Incarcerated Students Reentry Program grant \$100,000

Questions/ Comments:

- Could another grant come up next year to keep Dr. Cobb working? Don't know, but possible.
- How does the grant work with formerly incarcerated? We choose to invest our dollars in the currently incarcerated.
- We need a metric and an ability to move people on to general fund. Challenging our leadership to come up with a way to move people (all staff in departments) running programs like Dual Enrollment, Next Phase, LRC, IE, etc. Programs that are grant funded that support FTES. For example, IE supports the whole college.
 - Budget allocation model needs to change at the district level.

B. Equity Plan Update (Gustavo Oceguera)

Gustavo provided an update from the last meeting. A team of eight just attended the Equity Plan Development Institute. Items on the outline are requirement of the state chancellor's office (handout attached to minutes). The institute provided numerous tools and resources. A portfolio was prepared explaining what our data is telling us. The populations here at Norco College for the last 4-5 years show that the most disproportionate impacted are African American and Latino students, especially males. The groups that are disaggregated need to be specifically identified in the plan. Biggest problem found in the past with most plans is that they are not race conscious, going forward we need to be very race conscious and specific in our plan. Our interventions need to be intentional and target specific groups based on the data. We need to involve our students throughout the year in focus groups, not only when we develop the plan. Everyone has a role in student equity. We will be providing professional development. The plan is not static, it is a living document. Plan needs to go to Chancellors office by June 30th.

Questions/ Comments:

- Will the data be available for us? Yes, we are planning to have tables and methodology's available on the website. We are also working on live data. We will be working with IE. It is anticipated that an individual will be able to see their own data in real time. This will be similar to the chancellor's office Data Mart.
- We also need the data by course. So we can identify the courses that are helping or halting students from progressing in the Guided Pathways pipelines.
- Anticipating that all major plans of the college are included in the EMP. Equity Plan should address and define Goal 3 in the EMP.

March 20, 2019_ISPCMM/2

- Is there a strategy to make it into the classroom on how to close the gaps? Money seems to be a big issue for some students. We need to do more qualitative studies and focus groups with students to learn what they need to succeed.
- This seems to be solely race related, we need to include students across all demographics and sociological statuses including disabilities. Disabilities are the great equalizers across all demographics, need to include universal design and accessibility in the design of the plan.
- What professional development do we need to focus on to close the gaps? Comprehensive professional development, we need to acquire the best practices that will close the gap. We need to figure out what we are not using, raise our skills and incorporate the best practices.
- We need to build a system of our collective expertise in the area of equity.
- What if there are institutional barriers that we find after doing focus groups including access to computers, ability to fill out forms, don't have a vehicle to get to campus etc.? Will we redirect our resources? We can incorporate other resources throughout the campus with the Equity plan. The plan can identify places that the resources are needed. The Equity plan is a way to capture the student voice through focus groups. We can then use existing resources to address the needs that are found.
- Professional development can change our way that we look at situations, helps us look at what we are doing and how we address it.
- 'Universal Design' means DRC specific accessibility. When you created accessibility for a person with disabilities, you create the accessibility for everyone.

C. FTES Distribution Plan (Sam Lee)

Dr. Lee gave an overview of the current FTES Distribution Plan. Looked at the balances for the winter, fall, and summer for 18/19. We will be tracking all of the different types of FTES we can generate, including non-credit, non-resident credit, inmate credit and non-credit, etc. This is becoming more complicated no longer just straight FTES.

We were offered a deal this year to be held harmless for the next three years, based on the 17/18 year benchmark. We are borrowing FTES from this year to move back to 17/18 to bump our numbers. This should bump our funding up about a million dollars this year in April. This means we are raising our target. We have 3 years to get to our target. In 21/22 we will be re-benched based on the new formula. It could mean a reduction in our funding if we don't continue to grow.

Questions/ Comments

- Is there a hold harmless from the district as well as the chancellor's office? Not yet, heard that for 19/20 we will be held harmless.
- We have set new benchmarks at the last district meeting.

D. Budget Overview & Calendar (Esmeralda Abejar)

Esmeralda introduced the 2019/20 draft budget development calendar that was developed in Business Services (handout attached to the minutes). Discussion that ISPC should be the Committee that discusses and recommends the college budget priorities with input from BFPC and other committees (will be discussed further at a future meeting). The items highlighted in yellow are aligned with the Resource Request Procedure (RRP) that was introduced at the last meeting. The RRP was only brought to the committee for an initial discussion and has not been approved.

Question/Comments

- Question about the status of the library lights? Dr. Reece will speak with Dr. Collins directly for an estimated time of installation.
- How do we determine a budget priority? Are they based on the strategic goals? If we have 13 goals, are we prioritizing the goals? This is a process that needs to be discussed and determined.
- Historically, the district has developed the budget. We are working on creating our process now. We have a strategic plan that needs to guide the conversation. This is a brand new conversation; we need to move forward knowing that this may not be perfect the first time.
- Suggestion to get opinions from the whole college, we also need to use the people that are experts in their area to do the job they were hired to do.
- Does the money from the district come all at once to the college? Usually yes, it depends on the FTES. This year we have a correction and will be receiving additional funds in April. After salaries are paid what do we have as a college to spend? About 85% of the budget pays for salaries.
- The RRP only has access to additional funds that are not part of the fixed costs of salaries and benefits, instructional equipment funds, other onetime funds, etc.
- Dr. Collins will be providing a 3rd quarter budget report at the next meeting. Going forward ISPC will be receiving a quarterly budget report.
- Determining which goals align with a resource request should be determined at the department level with Program Review.

Melissa gave an overview of the new budget allocation model from the District Strategic Planning Council meeting on March 15th. The three principles are Fair, Equitable and Transparent. Equitable meaning: Resource will be distributed in a manner that equitably supports the programs offered at each college while ensuring compliance with statutory regulatory requirements. FTES is the currency. Current allocation is 70%-base, 20%-equity and 10% success.

Questions/ Comments

- According to the data Norco College has the lowest cost per discipline. This is not because we don't have needs but because we don't have the money to spend. NC generally has the lowest cost in common programs. Grant funds have been removed. Efficiency has not been removed. District

is using data to determine an average cost per program area and discipline across the colleges. This is only the methodology.

- The chancellor is looking at two principles. First, funding disciplines equally across the campuses and funding special programs based on needs. RCC may benefit because they have more specialty programs. Second, we are not going to fund inefficiency. If you can't meet your FTES target over three years you will get a lower FTES. If you exceed your FTES target over a three year period your base will be bumped up. This budget model should benefit NC.

E. Annual Report & Institutional Set Standards (Greg Aycock)

Dr. Aycock presented the methodology of the Institutional Set Standards for discussion. The annual report has changed this year. We now have to set a floor and aspiration for each of the four goals. We have used the same methodology of a half standard deviation for the last five years. This method is statistically balanced and based on current performance. Because of the current way we calculate the ISS it changes every year, always somewhere around 67%. If we continue with this method statistically, we will bottom out. Do we want to keep the same methodology, throw it completely out or modify the floor to where it stays at a consistent level for an amount of time? Suggestion to use a statistical variance method and keep our ISS the same for a period of 5 years. PowerPoint presentation attached to the minutes.

Question/Comments

- What happens if we fall below the ISS? If we fall below for 2 years in a row we have to report out.
- Add to next agenda as a voting item

F. GO Bond Economic Impact (Bryan Reece)

Dr. Reece presented the proposed GO bond for the district in 2020. This bond could raise 840 million split three ways between RCCD colleges, the split has not yet been determined. We are hoping for 30%. A consultant conducted surveys to figure out if voters will support a General Obligation Bond. Survey results were very strong this year. November 2020 projected a yes vote in the 65-68% range and March 2020 in the 56-58% range. It is projected that the numbers in March may go up because more Democrats will be voting in the primaries and they tend to vote more often in favor of bonds. In the past our area voted No for bond measure C. According to the current surveys our area is voting Yes.

Questions/ Comments

- Who is the consulting firm? North Star is the consulting firm being used.
- Dr. Reece will send out the survey results to the committee.
- Suggestion to hold a call center and attend town halls to encourage people to get out and vote.

- Who do voters generally prefer to talk to about the bond? Students and employees.
- Do we know the distribution of the bond? Not yet.
- We need to focus on obtaining three large buildings and becoming a comprehensive college from the bond.

G. Committee of the Whole Meeting Dates (Tri-Chairs)
Tabled for next meeting

H. Big Us Plans Update (Tri-Chairs)
Tabled for next meeting

IV. Good of the order

Reminder to buy your tickets for Dinner with the President on April 18th.

Meeting adjourned: 3:05pm

Next meeting: April 3rd, 2019

Minutes submitted by Charise Allingham