

**Norco College
Committee of the Whole
December 3, 2015**

MINUTES

Faculty

| | |
|---------------------------|----------------------|
| Bader, Melissa (co-chair) | Lewis, Mark |
| Adams, Laura | Makin, Deborah |
| Andacheh, Khalil | Miter, Carol |
| Anderson, Kris | Moore, John |
| Beck, Rex | Muto, Jan |
| Bemiller, Quinton | Park, Stephen |
| Boelman, Peter | Parks, Jason |
| Brockenbrough, Celia | Popiden, Sandra |
| Brotherton, Cathy | Russell, Tim |
| Burnett, Sarah | Shirinian, Margarita |
| Campo, Peggy | Sloniger, Mitzi |
| Chacon, Zina | Stevens, Walter |
| Cordier, Gerald | Thomas, Jim |
| DeGuzman, Joseph | Tran, Phu |
| Eckstein, Joe | Tyler, Stanley |
| Gray, Alexis | Wallstrom, Tim |
| Hines, Dean | Wimer, Beverly |
| Hitchcock, Dominique | Worsham, Patty |
| Kamerin, Kim | Zwart, Gail |
| Kyriakos, Stephany | |

Staff

Leal, Ruth (co-chair)
Alvord, Judy
Bradshaw, Emile
Castro, Miguel
Cologgi, Sheri
Creswell, Debra
(recorder)
Darnell Wallace,
Jeanne
Delgado, Bernice
Etchison, Ashley
Garcia, Lilia
Hankins, Laurie
Hodawanus, Tricia
Kollar, Pam
Santa Cruz, Elena
Welch, Caitlin

Administrators

Aycock, Greg
Farrar, Carol
Fleming, Kevin
Green, Monica
Hartley, Mark
McCarson, Daniela
McGraw, Shirley
Nance, Damon
Oceguera, Gustavo
Parnell, Paul
Uesugi, Koji

Students

Barragan, Maria
Bishara, Robbie
Gilland, Richard
Hayes, Kevin

Guests

Melissa Bader opened the meeting at 12:55pm.

Approval of September 29, 2015 Meeting Minutes

Motion to approve: Kim Kamerin

Seconded: Cathy Brotherton

Corrections/Discussion: none

Vote: approved with 3 abstentions

Student Equity Plan Presentation (attachment)

Gustavo Ocegüera presented the Student Equity Plan for approval. It has been moved through the college's strategic planning process. It will be voted on by the Board of Trustees at their December 8 meeting.

Kim Kamerin motioned to approve the Student Equity Plan; Kevin Fleming seconded.

Discussion:

- A discussion ensued regarding separately identifying LGBTQ as their own group.
 - They are historically overlooked.
 - The college is committed to that group and is looking at ways to serve them within other groups.
 - The plan will be revised in three years. As we implement and develop activities, quantitative data will be gathered and considered in the revision.

Vote: approved with 1 abstention

Student Services Support Program Plan (attachment)

Koji Uesugi brought the Student Services Support Plan for ratification. The report has already been submitted to the State Chancellor's Office on September 30. It had the approval of the Academic Senate and ISPC. The report is available on the Student Services webpage.

Walter Stevens motioned to ratify the Student Services Support Plan; Kim Kamerin seconded.

Discussion:

- Koji provided a brief overview of Student Support Services.
- Counseling funds can be used for faculty mentors as long as the activities can be directly linked to serving students.

Vote: approved unanimously

Revisions to Strategic Planning Policy 2010-01 – 1st Reading (attachment)

Melissa Bader reviewed the changes to Strategic Plan Policy 2010-01. This is a continuing conversation resulting from one of the recommendations by ACCJC. Some of the changes are just 'clean up.' An addition is 'Cycle of Review' which addresses assessing evaluation procedures. The annual dialogue session has been removed as a decision-making process, but we will continue to have the session. ISPC has made the commitment to look at issues that come up in that conversation.

Sarah Burnett motioned to approve the updated policy; Peggy Campo seconded.

Discussion:

- The purpose of numbering the policy was to keep track of additional policies, but since no additional policies have been created, it was agreed that the number can be removed.

Vote: approved unanimously

Prioritized Resource Requests

Melissa Bader gave a brief overview of the process of prioritizing resource requests. The requests are ranked by the planning councils in order to prepare for funding. The lists are forwarded as a recommendation to the President who will provide a justification for any changes. The lists are available on the website, and any questions about the rankings should be directed to the planning councils.

Dashboard Indicators (attachment)

Greg Aycock provided an overview of the “Dashboard for Strategic Planning Goals and Objectives 2014-15.” The data should be used by committees to map activities to the strategic planning objectives. The Institutional Research webpage contains reports and data which can be useful in planning and prioritizing committee goals.

Good of the Order

- Dr. Parnell just received news that one of the victims of the shooting in San Bernardino yesterday was the wife of college police officer Arlen Verdehyou. The District is providing grief counselors and their availability is being coordinated through the Health Services office.
- We have received a letter from ACCJC stating that as a result of our follow up report and visit, Norco College has met the accreditation standards and is in good standing. It will be confirmed at the ACCJC January meeting.
- Dr. Parnell announced that he is a finalist for the position of Chancellor at State Center Community College District in Fresno.

SSSP PLAN 2015-16 HIGHLIGHTS

COMMITTEE OF THE WHOLE

DECEMBER 3, 2015

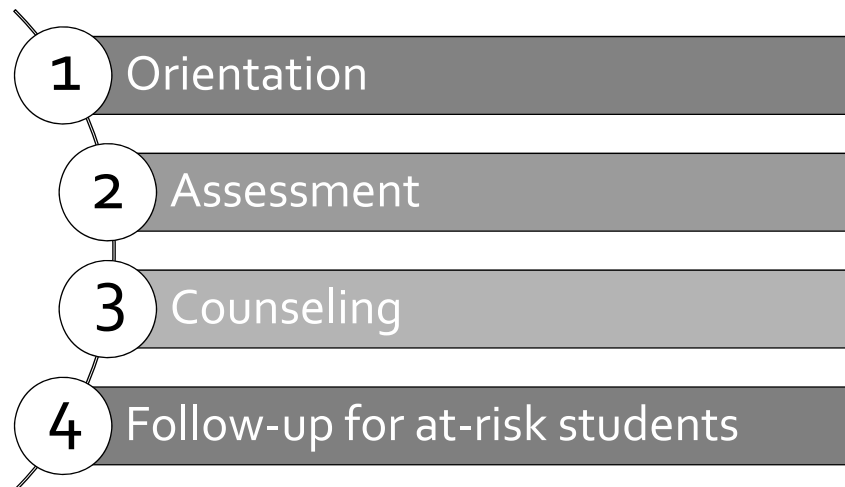
PURPOSE OF SSSP

- "Ensure all students promptly define their educational and career goals, complete their courses, persist to the next academic term, and achieve their educational objectives in a timely manner."

SSSP ALLOCATION INCREASE

- 2014-15
 - Statewide total: \$174 million
 - Norco College total: \$1.0 million
- 2015-16
 - Statewide total: \$267 million
 - Norco College total: \$1.7 million

SSSP FOCUSES ON FOUR CORE SERVICES



DASHBOARD FOR STRATEGIC PLANNING GOALS AND OBJECTIVES 2014-2015

Green-at or above 5-year goal
 Yellow-within 90% of 5-year goal
 Red-less than 90% of 5-year goal

| | | | | |
|-------|-----|--|----------------------------------|--------|
| Obj 4 | SSC | Ensure the distribution of our student population is reflective of the communities we serve. | See Report | Varies |
| Obj 5 | APC | Reduce scheduling conflicts that negatively impact student completion of degrees and programs. | No Target Outcome, No Activities | |

Goal 4 CREATE EFFECTIVE COMMUNITY PARTNERSHIPS

| | | | Dashboard Indicator | Trend |
|-------|--------------|--|----------------------------------|-------|
| Obj 1 | SSC | Increase the number of students who participate in summer bridge programs or boot camps. | | |
| Obj 2 | APC | Increase the number of industry partners who participate in industry advisory council activities. | No Target Outcome, No Activities | |
| Obj 3 | ASNC | Increase the number of dollars available through scholarships for Norco College students. | No Target Outcome, No Activities | |
| Obj 4 | ASNC/APC | Increase institutional awareness of partnerships, internships, and job opportunities established with business and industry. | No Target Outcome, No Activities | |
| Obj 5 | NC-JFK WKGRP | Continue the success of Kennedy Partnership (percent of students 2.5 GPA+, number of students who are able to access courses;). | | |
| Obj 6 | Pres Cab | Increase community partnerships. | No Target Outcome, No Activities | |
| Obj 7 | Pres Cab | Increase institutional awareness of community partnerships. | No Target Outcome, No Activities | |
| Obj 8 | GC | Increase external funding sources which support college programs and initiatives. | No Target Outcome, No Activities | |

Goal 5 STRENGTHEN STUDENT LEARNING

| | | | Dashboard Indicator | Trend |
|-------|----------|--|---------------------|------------------|
| Obj 1 | PRC/SSPC | 100% of units (disciplines, Student Support Service areas, administrative units) will conduct systematic program reviews. | | |
| Obj 2 | NAC/SSPC | Increase the percentage of student learning and service area outcomes assessments that utilize authentic methods. | | |
| Obj 3 | NAC/SSPC | Increase the percentage of programs that conduct program level outcomes assessment that closes the loop. | | |
| Obj 4 | NAC/DE | Increase assessment of student learning in online courses to ensure that it is consistent with student learning in face-to-face courses. | No Data Available | |
| Obj 5 | PDC/TC | Increase the number of faculty development workshops focusing on pedagogy each academic year. | No Target Outcome | Baseline 2014-15 |

Goal 6 DEMONSTRATE EFFECTIVE PLANNING PROCESSES

| | | | Dashboard Indicator | Trend |
|-------|--------------------|--|---------------------|-----------|
| Obj 1 | APC/ISPC | Increase the use of data to enhance effective enrollment management strategies. | Not Quantitative | |
| Obj 2 | ISPC | Systematically assess the effectiveness of strategic planning committees and councils. | | Completed |
| Obj 3 | APC/BFPC/ISPC/SSPC | Ensure that resource allocation is tied to planning. | | Completed |
| Obj 4 | TC | Institutionalize the current Technology Plan. | Not Quantitative | |
| Obj 5 | BFPC | Revise the Facilities Master Plan. | | Completed |

Goal 7 STRENGTHEN OUR COMMITMENT TO OUR EMPLOYEES

| | | | | |
|-------|------------|--|----------------------------------|---------------|
| Obj 1 | PDC/TC | Provide professional development activities for all employees. | | Completed |
| Obj 2 | Legacy | Increase the percentage of employees who consider the college environment to be inclusive. | No Target Outcome | Baseline 2013 |
| Obj 3 | Legacy | Decrease the percentage of employees who experience unfair treatment based on diversity-related characteristics. | No Activities | Baseline 2013 |
| Obj 4 | Legacy/LAC | Increase participation in events and celebrations related to inclusiveness. | | |
| Obj 5 | Safety | Implement programs that support the safety, health, and wellness of our college community. | No Target Outcome, No Activities | |