

Institutional Strategic Planning Council (ISPC)

October 19, 2011

1:00-3:00 (IT 218)

Attendees: Jason Rey, Joe Eckstein, Diane Dieckmeyer, Andy Aldasoro, Rebecca Choy (ASNC-VP Administration), Celia Brockenbrough, Sharon Crasnow, Paul VanHulle, Jim Thomas, Gail Zwart, Carol Farrar, Judy Perry, Dina Humble, Laurens Thurman, Leona Crawford, Greg Aycock, Melissa Bader, Gustavo Ocegüera, Mark Lewis, Monica Green

Welcome: (Dr. Dieckmeyer):

- Dr. Dieckmeyer shared that all the faculty members for the Council have been confirmed by the Academic Senate. She welcomed everyone.
- Dr. Dieckmeyer indicated that because this is the first meeting with the complete council membership she suggested that the Action Items on the agenda be changed to Information Items. This could be the first time some members may have the opportunity to reviewing and approve any programs or certificates. A copy of the approval process was distributed so it could be reviewed prior to the next meeting. Approval items will be back on agenda for the Nov 2 meeting. This will give everyone an opportunity to understand the process.

Motion by Gail Zwart, second by Melissa Bader to change the Action Items in Section I. to Information Items. Motion unanimously approved.

Approval of Minutes: (Gail Zwart)

Motion by Jason Rey, second by Melissa Bader to approve the minutes from the October 5, 2011 meeting. Motion approved with three abstentions.

- Would like to have the agendas posted prior to the meetings. Currently working on identifying a display area near the FRC.

I. Action Items:

Program Approvals (Sharon Crasnow)

A. Game Audio (Judy Perry)

- Was approved by department yesterday.
- Judy has been working on these certificates through the grants for almost two years.
- Can get entry level job right after completion of this certificate.
- Created 5 additional courses. This meets what industry is asking for right now.
- Will have minimal impact on course offerings.
- Most computers and software is already in place for these courses. New Grants and future Perkins money will cover future purchases. E-mail Dina if you have any questions.

B. Game Design

- Reviewed Grants with the Council. Part of HIS Stem Grant and Title V Portal to Your Future Grant.
- Includes Game Design and Game Art certificates.
- CAP (Certificate Acceleration Program) stone class at end of the certificate.
- No new classes in this curriculum.
- No new resources are needed.
- Question on maintenance cost of software. Perkins funding and other grant resources will be used for future expenses. Don't anticipate any use of District funds.
- In the process of hiring a full time multi-media instruction that should be in place by Fall.
- At this time select classes are being funded by the Grant. This includes three to four classes per semester. FTES is not counted for grant funded classes.

C. Game Art: Environmental and Vehicle Modeling (Information for all Game Art Certificates)

- Currently have 36 unit Game Art Certificate that has been in place since 2008.
- Conversation with industry experts and information from conferences initiated revisions of the core classes. There are now three areas of concentration to choose from, after completion of the core classes.
- Certificates will lead to entry level positions with salaries starting at \$40,000-\$44,000.
- Can transfer to art institute or a three year bachelor program after completion at Norco. Our students transfer with over one year of credits.
- Many courses are already written and in place. Combination of Game Art and Game Design has 12 new courses that are going through CurricUNET right now. After deletion of old courses and certificates there will be 18 classes removed and 17 classes added. Minimizing impact on course offerings.

D. Game Art: 3D Character Modeling

E. Game Art: 3D Animation

F. Game Art Core (16 unit Certificate) – Local Mini Certificate

G. Digital Electronics (Paul VanHulle)

- Electronics currently has nine certificates and AS degrees. The number will reduce to just one.
- Some changes were to infuse an emphasis on green technology in order to meet current and future industry needs.
- The SB-70 Grant will cover the cost of any necessary equipment purchases, required changes or upgrades.

H. Supply Chain Technology

- Represents NSF Grant.
- This is a technician certificate that provides more hands on training.
- IT 124 has most of the equipment required for these classes.
- Two of the classes offered next semester will be grant funded.

I. CNC Programming (Computer Numerical Control Programming)

- No new courses are needed for this certificate.
- There was discussion on CAD classes and CNC classes.

Reminder that everyone needs to be prepared to present PLOs at the next meeting. Sharon wanted to clarify that the Curriculum Committee does the approval of the PLOs and the ISPC will need to look at the PLOs.

II. Information items:

A. Review of Mission, Values, Core Commitments (Gail Zwart)

- Mission where we are now – Vision is where we want to be.
- Values – There are four values (Student Centeredness, Teaching Excellence, Learning Environment, and Tradition).

B. Decision Making Process & S.W.O.T. Analysis Activity (Gail Zwart)

- Strengths, Weaknesses, Opportunities and Threats (SWOT).
- Strengths are internal to organization that you can maintain, build and leverage.
- Weaknesses (we have some control over these). Also, internal to the organization – you want to “fix” or get rid of.
- Opportunities and Threats are connected to outside influences.
- The Council and guests participated in a SWOT activity.
- Decision Making – what information do you need to have to feel comfortable with making rational decisions and what criteria or principals are going to be used to make those decisions?
- Need data on what we have been doing. Entire course offerings broken down by sections for basic skills, CTE and transfer. Need to include persistence rates, student success, fill rates.
- Greg will need information from the council in order to provide them with the requested analysis. Put on next agenda to decide what type of info is needed.
- Dr. Farrar needs info and strategies from the Council by February to help with the Winter schedule.
- The suggestion was made, for the second time, that tiers be used for prioritization instead of the numbering system and that the VP's indicate what is needed for accreditation to be considered a college, how different programs are funded, and what impact the programs have.
- Need to consider the impact on students when making these decisions.

Be thinking about what kind of info/data we need to make decisions. Is the Mission Statement we have the one we want to keep? Can you suggest a process to filter the

prioritization tiers? The Council should receive the prioritized lists from the vice presidents for the next meeting. To help with decision making, the Council will need to have info from SSV indicating what programs/services are mandated or categorical requirements.

C. Strategic Plan Revision Update (Gail Zwart)

- Time did not permit discussion of this item.

III. Open Hearing

Meeting Adjourned at 3:05

Minutes by Ruth Smith