

Institutional Strategic Planning Council (ISPC)

December 7, 2011

1:00-3:00 (IT 122)

Attendees:

- **Members:** Mark DeAsis, Jefferson Tiangco, Melissa Bader, Jason Rey, Greg Aycock, Diane Dieckmeyer, Leona Crawford, Andy Aldasoro, Celia Brockenbrough, Jim Thomas, Laurens Thurman, Dina Humble, Carol Farrar, Rebecca Choy (ASNC), Mark Lewis, Joe Eckstein, Monica Green, Sharon Crasnow
- **Absentees:**
- **Guests:** Tricia Hodawanus, Debbie DiThomas, Dina Humble, Carol Farrar

Welcome: - Diane Dieckmeyer

Dr. Dieckmeyer welcomed everyone to the last meeting of the term. She indicated that, as the co-chair for ISPC, Gail Zwart is the new Faculty District Strategic Planning (DSPC) representative. The District Strategic Planning Committee meets 4 times per year. The meetings are open to everyone.

Approval of Minutes: - Diane Dieckmeyer

Motion by Joe Eckstein, second by Melissa Bader to approve the minutes from the November 16, 2011 meeting. Motion approved with one abstention.

I. Action Items:

A. SPC Policy 2010-01 Revisions – Dr. Aycock

- Completed final formatting and merged into one document. The Academic Senate added a new section.
- Senate added section #2. Indicates that standing committees do a review process. The process would be a dialogue about their planning and decision making processes, followed by a written report.
- This document is the final version approved by the Academic Senate on Monday.
- Discussion regarding clarifying where requests should begin. What authority each committee has.
- Discussion on #6 in policy – Report of Resource Allocation.

Motion by Sharon Crasnow, second by Mark DeAsis to adopt the revised SPC Policy 2010-01. Motion approved with one abstention.

Motion by Melissa Bader, second by Sharon Crasnow to amend SPC Policy 2010-01 to indicate that in the event that the Town Hall Meeting name is changed; then the ISPC will adopt the new name as part of this motion. Amendment approved with one abstention.

B. Acceptance of the Midterm Report – Dr. Dieckmeyer

Motion by Sharon Crasnow, second by Joe Eckstein to accept the Midterm Report. Motion unanimously approved.

- Dr. Dieckmeyer thanked Arend for his hard work and recognized everyone for their individual contributions.
- Discussion regarding evidence being available on internet and intranet. ACCJC must be able to view all evidence from March 15 to July 5. District has identified a viewable sight that will be available for uploading and will be accessible to the ACCJC.

II. Information Items:

A. Discussion of Prioritized List of Institutional Functions – Dr. DiThomas

- Explanation of summary.
- Will update list to include all items that were originally included in functions list, but did not receive any votes during the ranking process.
- Group make-up had an impact on ranking decisions due to different input and perception.
- The exercise made everyone feel included.
- Clarified what some programs do and how they work. Not everyone had a complete understanding of all our processes.
- Students were happy that they were invited to participate in this process. Several students were included in the eight break-out groups.
- This exercise was done in SSV area and most items were prioritized the same. Both final lists were very consistent.
- Important that everyone share information about their areas while in the groups.
- Some groups felt that it was easiest to begin by removing items that fit outside the mission of the college.
- What will happen with this now? Some items, at the District level, are being reviewed to determine the cost. The cost information along with information from this exercise could be used to help guide our budget cutting decisions. Before anything will be cut Norco will make sure that we are doing everything as efficiently as possible.
- Norco is looking at everything. Whether it has been in place for a long time or is something new. The hope is that resources will be allocated proportionately before cuts are made proportionately.
- Chancellor Gray will be coming to Norco on February 23 to present a budget forum.

III. Open Hearing

- Question on bids for the NOC.
- Question on boulders that are to be removed from end of access road by the soccer fields. These will be removed by the City of Norco.
- Great job by Dina Humble and Norco Choir at Naval Weapons Center.
- Spring schedule for ISPC meetings.

Adjourned - 2:05

Next Meeting – February 15, 2012 (1:00pm to 3:00pm) in IT 218