

Institutional Strategic Planning Council (ISPC)

October 2, 2013

1:00-3:00 (ST 107)

Attendees:

- **Attendees:** Gail Zwart, Jim Thomas, Beth Gomez, Diane Dieckmeyer, Mark DeAsis, Mark Lewis, Andy Aldasoro, Ruth Leal, Ruth Jones-Santos, Maria Velis (ASNC), Deborah Makin, Greg Aycock, Lyn Greene, Melissa Bader, Celia Brockenbrough, Andres Elizalde, Jason Parks, Ruth Smith (Recorder)
- **Absentees:** Monica Green, Dominique Hitchcock
- **Guests:** Lorena Patton, Hortencia Cuevas, Leona Crawford, Koji Uesugi, Paul Parnell, Gustavo Ocegüera, Carol Farrar, Damon Nance

Welcome: - Diane Dieckmeyer

- Welcomed Ruth Jones-Santos back from leave.

Approval of Minutes: - Gail Zwart

Motion by Lyn Greene, second by Mark Lewis to approve the minutes for the September 18, 2013 meeting. Motion approved with four abstentions.

I. Action Items:

A. Student Support Services Grant Applications (Hortencia Cuevas)

- Proposals are due Fall 2014 but starting to preparing and collect data now.
- Hortencia reviewed the SSS grant programs that are currently offered at Norco.
- The grant period covered by these applications are Fall 2015 to Summer 2020.
- RISE grant is for students with disabilities.
- New SSS grant will be STEM.
- Approval vote pertains to the concept only. Details will be completed closer to proposal deadline.
- All have been approved by the Grants Committee. Only stipulation was that one grant preparer will be used to review all the applications prior to submittal.

Motion by Deborah Makin, second by Lyn Greene to approve the Student Support Services Grant Applications. Motion approved.

B. Bridges to Baccalaureate Grant (Lorena Patton)

- This grant proposal is for collaboration between UC Riverside and RCCD. All three colleges will be participating. The maximum number of students served will be 15 with UCR determining how many students per campus.
- Grant due date is Oct 18, 2013.
- This grant is funded by the National Institute of Health (NIH).
- Grant covers Summer 2014 to Summer 2019,
- Peggy Campo will be the lead faculty member if the proposal is approved.
- The students will be compensated between \$3,000 and \$5,000.

- This is a good opportunity for Norco College to work with UCR.
- The Grant committee has approved the proposal.

Motion by Lyn Greene, second by Ruth Jones-Santos to approve the Bridges to Baccalaureate Program proposal. Motion approved.

C. 2nd Reading – Proposal to Revise Council(s) Membership (Leona Crawford)

- Discussion on revisions and deletions.
- Conversation regarding other council's selection of staff members.
- Discussion on rotation of staff terms.

Motion by Ruth Jones, second by Beth Gomez to approve the amended Proposal to Revise Council Memberships. Motion approved.

II. Information Items:

A. Smoking Area Update (Beth Gomez)

- Beth presented two recommendations from the BFPC for the relocation of the smoking area that is currently located in the center of campus.
 - a) One suggestion is between the Science and Technology building and the Industrial Technology building in the grass area, near the rear.
 - b) The other area is on the grass between the Humanities building and the bookstore.
- The CACT and WEQ smoking areas will remain where they are currently located.
- This is the first reading of the smoking relocation document.

B. Technology Committee Update (Damon Nance & Ruth Leal)

- Presented PowerPoint overview of the committee including membership and Statement of Purpose.
- The committee needs three more faculty members.
- The Technology Strategic Plan for 2013-2016 has been completed and distributed. If you did not receive a copy please contact one of the committee members.

III. Open Hearing:

- Shared information on the upcoming STEM event – Faculty Equity and Awareness Retreat at the Mission Inn. Contact Lorena if you are interested in attending.
- Greg asked that everyone please encourage students to complete the accreditation survey.
- Greg shared that David Torres now handles strategic planning at the district level. He does not take requests for info/research from the colleges. All requests need to go through Greg's office.

Adjourned - 2:15 – Jim Thomas

NORCO COLLEGE

Grants Advisory Committee

Student Support Services RISE Program
Funded by the U. S. Department of Education
Office of Postsecondary Education/Federal TRIO Programs

Due Date: 2014

Abstract: The Student Support Services Realizing Individual Success through Education Program (S.S.S. RISE) is a federally funded TRiO Program from the U.S. Department of Education designed to assist Community College participants with enhancing their academic skills, increase retention, and probability of their successful transfer or completion of a degree or certificate program.

Our Mission:

- To offer students a strong academic advising supports system to assist with their college transitions and retention.
- Our goal is to increase the graduation and transfer rates of community college students.

Student Population:

The SSS Program will serve **100 participants** each year.

- Low-income, first- generation college student, and/or disabled.

Grant Period: Fall 2015- Summer 2020

Required Program Services:

- Academic tutoring
- Advice and assistance in postsecondary course selection
- Financial Aid and Scholarship Information and Application Assistance
- Education or counseling services designed to improve financial literacy and economic literacy
- Activities designed to assist students apply and obtain financial assistance for enrollment in a four-year postsecondary institution.

Amount: \$220,000 per year, 5 years

Scope and Anticipated Outcomes:

Objective A:

Persistence Rate: _____% all of the participants served by the SSS project will persist from one academic year to the beginning of the next academic year or graduate and/or transfer from a 2-year to a 4-year institution during the academic year.

Objective B:

Good Academic Standing Rate: _____% of all enrolled participants served by the SSS project will meet the performance level required to stay in good academic standing at the grantee institution.

Objective C:

Graduation and Transfer Rates:

1. _____% of new participants served each year will graduate with an associate's degree or certificate within (4) years.
2. _____% of new participants served each year will transfer with an associate's degree or certificate within (4) years.

Staffing Needs:

50 % Director
50% Grants Administrative Specialist
.67 assignment of an Adjunct Counselor
37.5% Educational Advisor

Facility Needs: No additional facilities will be needed.

NORCO COLLEGE

Student Support Services STEM Program Funded by the U. S. Department of Education Office of Postsecondary Education/Federal TRIO Programs

Due Date: September 2014

Abstract: The Student Support Services **Science, Technology, Engineering, and Mathematics (S.S.S. STEM)** is a federally funded TRiO Program from the U.S. Department of Education designed to assist Community College participants with enhancing their academic skills, increase retention, and probability of their successful transfer or completion of a degree or certificate program.

Our Mission:

- To offer students a strong academic advising supports system to assist with their college transitions and retention.
- Our goal is to increase the graduation and transfer rates of community college students.

Student Population:

The SSS STEM Program will serve **100 participants** each year.

- Low-income, first- generation college student, and/or disabled
- STEM Major

Grant Period: Fall 2015- Summer 2020

Required Program Services:

- Academic tutoring
- Advice and assistance in postsecondary course selection
- Financial Aid and Scholarship Information and Application Assistance
- Education or counseling services designed to improve financial literacy and economic literacy
- Activities designed to assist students apply and obtain financial assistance for enrollment in a four-year postsecondary institution.

Amount: \$220,000 per year, 5 years

Scope and Anticipated Outcomes:

Objective A:

Persistence Rate: _____% all of the participants served by the SSS project will persist from one academic year to the beginning of the next academic year or graduate and/or transfer from a 2-year to a 4-year institution during the academic year.

Objective B:

Good Academic Standing Rate: _____% of all enrolled participants served by the SSS project will meet the performance level required to stay in good academic standing at the grantee institution.

Objective C:

Graduation and Transfer Rates:

1. _____% of new participants served each year will graduate with an associate's degree or certificate within (4) years.
2. _____% of new participants served each year will transfer with an associate's degree or certificate within (4) years.

Staffing Needs:

50 % Director

50% Grants Administrative Specialist

.67 assignment of an Adjunct Counselor

37.5% Educational Advisor

Facility Needs: No additional facilities will be needed.

NORCO COLLEGE

Grants Advisory Committee

Student Support Services Program (Regular)
Funded by the U. S. Department of Education
Office of Postsecondary Education/Federal TRIO Programs

Due Date: 2014

Abstract: The Student Support Services Program (S.S.S.) is a federally funded TRiO Program from the U.S. Department of Education designed to assist Community College participants with enhancing their academic skills, increase retention, and probability of their successful transfer or completion of a degree or certificate program.

Our Mission:

- To offer students a strong academic advising supports system to assist with their college transitions and retention.
- Our goal is to increase the graduation and transfer rates of community college students.

Student Population:

The SSS Program will serve **160 participants** each year.

- Low-income, first- generation college students

Grant Period: Fall 2015- Summer 2020

Required Program Services:

- Academic tutoring
- Advice and assistance in postsecondary course selection
- Financial Aid and Scholarship Information and Application Assistance
- Education or counseling services designed to improve financial literacy and economic literacy
- Activities designed to assist students apply and obtain financial assistance for enrollment in a four-year postsecondary institution.

Amount: \$238,496 per year, 5 years

Scope and Anticipated Outcomes:

Objective A:

Persistence Rate: _____% all of the participants served by the SSS project will persist from one academic year to the beginning of the next academic year or graduate and/or transfer from a 2-year to a 4-year institution during the academic year.

Objective B:

Good Academic Standing Rate: _____% of all enrolled participants served by the SSS project will meet the performance level required to stay in good academic standing at the grantee institution.

Objective C:

Graduation and Transfer Rates:

1. _____% of new participants served each year will graduate with an associate's degree or certificate within (4) years.
2. _____% of new participants served each year will transfer with an associate's degree or certificate within (4) years.

Staffing Needs:

50 % Director

50% Grants Administrative Specialist

.67 assignment of an Adjunct Counselor

37.5% Educational Advisor

Facility Needs: No additional facilities will be needed

Norco College
National Institute of Health (NIH)
Bridges to Baccalaureate Program (R25) Proposal

Due Date: October 18, 2013

Purpose: To enhance the pool of community college students from diverse backgrounds nationally underrepresented in biomedical and behavioral sciences.

Grant Period- Spring 2014-Summer 2019

Award Amount: \$10k for faculty .05 reassignment time

Population: Community Colleges, Hispanic Serving Institutions, and Underrepresented Minorities

Synopsis: This grant proposal is for collaboration between UC Riverside and the District. All three district colleges will be participating and the maximum number of students served will be 15 students per year each for the 5-year grant cycle. UCR will determine how many students per campus.

Norco Responsibility:

- Identify one life science faculty member who will assist in identifying, recruiting and selecting applicant pool.
- Identify other partners to assist students (deans, advisors, etc.)

Faculty Responsibility:

- Participate in discussion groups
- Work with UCR graduate students
- Check in with participants during academic year and summer program
- Attend meetings at UCR

Program Design:

- Provide 1st year experience summer program to 1st year CC students (Summer 2014)
Compensation for students: \$3,000-\$5,000 paid directly to students by lead institution
- Track cohort of 10-15 students per year and provide advising and transfer assistance
- Encourage the completion of AA/AS degrees for CC students and have students complete all low division units at Norco
- Promote Science readiness and provide 2 weekend workshops during academic year
- Provide face to face interaction and research immersion during academic year

Data Requirements: Track enrollment, retention and transfer rates for Bridge participants.

Pre-Award: Submit student enrollment, transfer and degree completion for Biology, Chemistry and Math & Science based on previous 5-year period.