

Institutional Strategic Planning Council (ISPC)

October 16, 2013

1:00-3:00 (ST 107)

Attendees:

- **Attendees:** Diane Dieckmeyer, Gail Zwart, Lyn Greene, Jim Thomas, Jocelyn Yow (ASNC), Deborah Tompsett-Makin, Melissa Bader, Jason Parks, Greg Aycock, Ruth Leal, Beth Gomez, Ruth Jones, Monica Green, Andres Elizalde, Celia Brockenbrough, Ruth Smith (Recorder)
- **Absentees:** Diann Thursby, Mark DeAsis, Dominique Hitchcock, Mark Lewis
- **Guests:** Damon Nance, Gustavo Ocegueda, Paul Parnell, Carol Farrar, Dan Lambros, Arend Flick, Lorena Patton, Koji Uesugi

Welcome: - Diane Dieckmeyer

- Welcome

Approval of Minutes: - Gail Zwart

Motion by Jim Thomas, second by Lyn Greene to approve the minutes for the October 2, 2013 meeting. Motion approved with one abstention.

I. Action Items:

A. 2nd Reading – Self Evaluation Report (Arend Flick)

- E-mailed updated version to everyone for review.
- Still need to include front matter, demographics, maps, history of Norco College, etc.
- Document went to COTW for the 1st reading.
- Received several comments/changes that have been addressed.
- Very close to final copy that will be sent to the commission.

Motion by Lyn Greene, second by Deborah Tompsett-Makin to approve the Self Evaluation Report. Motion unanimously approved.

B. 2nd Reading – Relocation of Smoking Area (Beth Gomez)

- BFPC walked possible areas again and had a lot of discussion.
- ISPC walked and discussed the two possible locations.
- Suggestion that the locations are well defined with benches, ash trays, etc.
- Suggestion to relocate the table by the HUM buildings to the new smoking area.
- Request that the new area be located more to the rear of the buildings, not close to the front.

Motion by Deborah Tompsett-Makin, second by Jason Parks to recommend to the president that the smoking area be relocated between the IT and ST buildings and the stipulations indicated in the above discussion will also be shared with the president. Motion approved with one abstention.

II. Information Items:

A. Lynda.com Presentation (Ruth Leal & Damon Nance)

- A goal of the Technology Committee is to make technology training a priority.
- 70% of training requested from the college technology survey is available from Lynda.com.
- Looking for a campus wide solution for students, faculty and staff.
- Lynda.com can prepare reports that indicate the number of users and in what areas videos were viewed, etc.
- Can be utilized off campus.
- Offers career preparation tutorials for students including resumes.
- Have three year proposal from Lynda.com that includes unlimited access to 93,000 up-to-date tutorials. Cost is \$62,100.
- ASNC has issued a statement of support for Lynda.com.
- If you prefer written copy Lynda.com offers transcripts instead of watching a video.
- The committee is working on possible professional development/flex credit for training on lynda.com.
- Concern that in the future this type of training could conflict with Norco College curriculum.
- This item has been included as a program review request.

B. Nomination of Staff Co-Chair (Diane Dieckmeyer)

- Andy Aldasoro is leaving the committee and will be replaced by Diann Thursby.
- Accepting nominations for first staff co-chair of ISPC.
- Ruth Leal was nominated by Ruth Jones. Nomination accepted
- Ruth Jones was nominated by Melissa Bader. Nomination declined.

C. ASNC Report (Jocelyn Yow)

- PowerPoint presentation covering ASNC Mission Statement, clubs/organizations and events that were already held as well as upcoming events.
- ASNC addresses students concerns at each of their meetings.
- Currently working on a new website.
- ASNC will send another e-mail requesting candy donations for the Harvest Festival.

D. HSI Conference Report (Various conference attendees)

- Several people attended the HSI Conference last week. Want to thank grants for sending everyone.
- Dr. Dieckmeyer, Dr. Parnell, Dr. Aycock, Lorena Patton, Gustavo Ocegüera, Dr. Uesugi and Andres Elizalde all attended.
- HSI (Hispanic Serving Institutions) was conference topic. Discussed why enrollment numbers should not be the deciding factor when determining whether or not a college is a Hispanic Serving Institution.
- Need to make sure that all students are succeeding at the same rate.
- Need to think about integration of assets so all students benefit from them.

