

Agenda
Institutional Strategic Planning Council
Minutes
April 5, 2017
ST 107 (1:00-3:00pm)

Members:

Diane Dieckmeyer (VP Academic Affairs *ISPC Chair*)
Ruth Leal (Staff-Instructional Productions Specialist *ISPC Chair*)
Melissa Bader (Faculty Rep to District EMTF *ISPC Chair*)
Greg Aycock (Institutional Effectiveness)
Beth Gomez (VP Business Services)
Monica Green (VP Student Services)
Mark DeAsis (Dean of Admissions and Records)
Chris Poole (Staff)
Koji Uesugi (Dean of Student Services)
Peggy Campo (Academic Senate President)
Jim Thomas (CTE Faculty)
Mark Lewis (COM Faculty)
Monica Esparza (Staff)
Maria Barrigan (ASNC)
Daniel Landin (Staff)
Barbara Moore (Faculty)
Celia Brockenbrough (Library Faculty)
Tom Wagner (CTE Faculty)

Absent:

Mitzi Sloniger (Faculty)
Leona Crawford (Staff)

Guests:

Damon Nance (Dean, Technology & Learning Resources)
Edwin Romero (Coordinator, Student Activities)
Quinton Bemiller (Art Faculty)

Welcome: Diane Dieckmeyer

Approval of Minutes:

Approval of Minutes for March 15, 2017
Motion Jim/Peggy
MSC with corrections-change title for Dr. Uesugi
5 abstentions

I. Action Item:

A. Concept Approval Art History ADT (Quinton Bemiller)
Motion for concept approval Peggy Campo/Jim Thomas

Art History ADT Studio arts with Emphasis in art history

Most community colleges do not include languages in the Art History ADT. This one does. All courses listed are in our catalog. Counts for gen ed requirements. We have not taught ART 12-Asian Art History, ART 13 pre-Columbian Art History and ART 14 Latin American Art: colonial to the Present. Currently working on rotation. Still needs to go to the state for approval hopefully fall 18. Students can still take the courses knowing it is coming.

Discussion:

- Why isn't Japanese included as one of the languages? Because we might not be offering JPN in the future.

MSC

B. Prioritized Technology Requests (Ruth Leal)

Motion to accept Peggy Campo/Dr. Green

Technology Committee reviews all lists. Reviewed lists from APC (Academic Planning Council), SSPC (Student Services Planning Council) and BFPC (Business and Facilities Planning Council). Recommendations by the Technology Committee are decided based on age and programmatic needs. Requests also go through Micro/IMC and Grants to see if funds are available or if they have already been purchased. The committee reviews rubric every year. Recommendations are made by the committee, but that is not a guarantee of purchase. Recommendations are forwarded to the Executive Committee. Notes on recommendations are added for clarification. A list of items purchased is done at the end.

Discussion:

- Why are we paying for Lynda.com? The program is not free to students, only for faculty and staff.
- Cost of library equipment for video production/editing was discussed. This particular computer was included in phase 1 but it did not get funded.
- Why are the older computers not being caught in the Technology refresh? Anything over 4 years should be caught.
- Where are we at in refresh? We are in phase 2.
- How old are phase2 computers? Most were purchased in 2010-11 and 12. These should have already been replaced. Is the tech refresh not working? If we are refreshing we should not have any computers over 6 years old at any time. Is a refresh plan based on 4 years to ambitious? Should it be raised to 6? Might be something for the Technology Committee to look into. We currently follow the same replacement plan as other colleges.
- We cannot put guaranteed replacement in place because there is no line item in the budget. Purchases are determined by the executive committee who decides where the funds will come from. It would cost approximately \$260,000 plus to replace on an annual basis. If we were able to keep our unexpended budget it could be tagged to go for this purchase.
- Consider alternating the refresh plan for lab vs office computers
- Is there anything in the rubric tied to student learning? Yes. We try to ask for input on how this purchase will affect the students.

- Did we pay for streaming through the Library or was that a district purchase. I believe that was included in the building fund.
- Good work Technology Committee.

MSC

II. Information Items:

A. Budget update (Beth Gomez)

Governor came out with January budget proposal. Expect May revise to look different. PROP 98 guarantee. 11% to community colleges. Starting to decline. Apportionment is based on this guarantee. Growth is at 1.34% system wide, RCC 1.95% (575 FTES credits). Cola in January budget of 1.48% , small base. Looking to increase base.

Restricted revenues - must meet parameters for Prop 39.

Why are we not using solar? No funds. Will consider moving to solar once we have a bond. Deferred maintenance and instructional equipment funds are combined but are starting to decline. Other funds available-\$202.1 Guided Pathways, Innovation Awards, FT student Success Grant, OEI, Integrated Library System. Governor only issued bond funding for 5 projects out of 29 submitted, mainly health and safety projects. Possibility of adding the remainder of the projects to the May revise. Governor is holding on to the bond money at this time. We have a problem district wide growth. Slow growth is moving from North to South. Pers and STERs 0% rate increases. Don't focus too much on January revise. Wait for May.

B. Instructional Program Review Update (Peggy Campo)

Huge overhaul in the way program review is done. You will no longer have the comprehensive review. Going to a single program review with a 3 year cycle. The program reviews will be done through TracDat. TracDat is already used for assessment so the fields will auto populate. MV has been doing this for about 5 years and it is wonderful. You will complete an initial Comprehensive program review then do updates for the next 2 years. Data will be automatically generated. Approved yesterday at Academic Senate

C. Function Maps (Diane Dieckmeyer)

Function Maps help clarify the rolls of the district and college. Helps identify who does what, who is primary, who is secondary, what tasks are shared. Function is any process or policy that we have in place that is connected to the substandard. Each college is working on their own map. The District will integrate all of them once they are done. Template reviewed by today's committee. Our task today is to continue assigning responsibility. Functions are not written in stone. Our Educational Master Plan and how we systematically review it is an example of college primary. Note difference between District and District Office. For this purpose District=HR, Payroll, etc.

- Consider adding separate columns for District, District Office, NOR, RIV, MV

Key: DO = District Office, D = district P=primary, S= secondary, SH=shared, na=not applicable

A.

1. Norco is P
2. Add program review to the function- Norco is P
3. Norco is P
4. District is S, Norco P

Academic Quality

1. DO na/ Norco P
2. Add district wide discipline develops curriculum, discipline curriculum approval (districtwide) SH Submit to state.
3. District NA Norco P
4. District NA Norco P
7. Add program review and assessment across all areas Norco P District S
8. Include ISPC annual retreat. District NA Norco P
9. District S Norco P

Next section

1. District SH, Norco P
2. District SH Norco SH
3. Add Scorecard, ACCJC annual report District S Norco P
4. District S Norco P
5. District SH (district office should be primary) Norco SH
6. District S Norco P
7. District S Norco P
8. Add board Policy's District SH Norco SH
9. District SH, Norco SH
10. ?

Thank you for your work on this. Work will continue.

D. FTES Update (Melissa Bader)

Enrollment Management met on March 16 and March 30. Rousing discussion. We are behind as a district by about 650 FTES. Plan is to roll back more from our summer. There was discussion about having no growth for next year. Agreed to 1% growth goal. NC would increase 3.4% which seems reasonable. Thank you Dr. Parks for the data. RCC would grow with 4.7%, MV 9.9%. Total growth FTES 30525. Unfortunately allocation remains the same. Lots of discussion about historical allocation and that it cannot continue. Lots of pushback from MV. They have plans to turn this around. We are going to struggle even to make the 3.4% growth. Conceded to 1%. 440 MV/9 Norco and remainder is RCC. State will give us 2 years to come out of stability. At this time we don't have the space for growth. The classes that are put on the schedule **need** to work because we just can't have the same buffer we have always had. This creates a big dilemma because if classes are not filling do we cut a class with 12 students which will cause us not to reach our growth? Or do we risk our efficiency by keeping it active? Why can't we say we don't want to grow? Because growth is tied to resources. It carries a big fiscal impact. DBAC is doing their best. Rex is doing a great job.

III. Committee Reports

A. ASNC

We now have a Student Trustee from Norco College for the remainder of the year. He will be focused on campus safety and special programs for students. April 17 election packets will be available. Senators will be appointed by the executive cabinet. Lots of student involvement on campus. Snow day had approximately 400 participants. Comment from President that it was the "best lunch break he has ever had." April 28 we are hosting the silent disco. 3 DJ's, each will represent a different decade, 7-11pm. Open to all. Our budget for 17/18 remains the same at \$250,000. Is there anything that ASNC needs from ISPC?

- Please promote the elections.
 - Students have access to Art Gallery board. See Ruth Leal.

IV. Good of the order

Next meeting April 19, 2017

MISSION STATEMENT (Board Approved August 2012)

Norco College serves our students, our community, and its workforce by providing educational opportunities, celebrating diversity, and promoting collaboration. We encourage an inclusive, innovative approach to learning and the creative application of emerging technologies. We provide foundational skills and pathways to transfer, career and technical education, certificates and degrees.

**NORCO
COLLEGE**

77 Computers Replacement Refresh 2016/2017

Code	Equipment Type	Asset Tag No.	Serial No.	Purchase Date	Location	Owner
C	Computer	41215		02/22/10	CRC	Scoring Computer
C	Computer	41227		02/22/10	CRC	Scoring Computer
C	Lenovo Computer 4157CT0	41290	1S4157CTOMJDWX76	03/11/10	OC 110	Leonard Riley
C	Computer	41983	1S7484WUEMJLXB65	05/25/10	css 106	David DiLeo
C	Computer	41987	1S7484WUEMJPKY79	05/25/10	css 106	Keith Coleman
C	Computer	41984	1S7A54WVEJPKY61	05/25/10	css 106	Leona Crawford
C	Computer	41989	1S10B60008USMJ00RW61	05/25/10	css 107	Kimberly Bell
C	Computer	41981	MJLXB62	05/25/10	CSS 211	Steven Gonzalez
C	Computer	41979	MJPKY74	05/25/10	CSS 211	
C	Computer	41977	MJLXB58	05/25/10	CSS 211	Student Employee
C	Computer	41993	MJLXB85	05/25/10	CSS 212	EOPS Counselor
C	Lenovo Computer MTM7484WUT	041935	MJPF82	05/30/10	CSS 207	Student Computer #2
C	Lenovo Computer MTM7484WUT	041924	MJPF82	05/30/10	CSS 207	Student Computer #3
C	Lenovo Computer MTM7484WUT	41854	1S10B60008UTMJPF83	05/30/10	css 106	DRC
C	Lenovo Computer MTM7484WUT	41911	MJPF82	05/30/10	IT 200-J	Margarita Shirinian
C	Lenovo Computer MTM7484WUT	41926	MJPF04	05/30/10	IT-200-O	Janet Frewing
C	Lenovo Computer MTM7484WUT	41815	MJPF12	05/30/10	G131	Mitzi Stoniger
C	Lenovo Computer MTM7484WUT	41951	MJF7E06	05/30/10	ATEC 106	Gerald Cordier
C	Lenovo Computer MTM7484WUT	41905	MJPF11	05/30/10	ATEC 102	Paul VanHulle
C	Lenovo Computer MTM7484WUT	41907	MJPEB5	05/30/10	ATEC 214	Joe Eckstein
C	Computer Lenovo MTM7484WUT	41914	MJPE70	05/30/10	Theater 201	
C	Computer Lenovo MTM7484WUT	41921	MJPF70	05/30/10	ST 201 B	Charles Sternburg
C	Computer Lenovo MTM7484WUT	41939	MJPEB4	05/30/10	ST 201 C	Barbara Moore
C	Computer Lenovo MTM7484WUT	41936	MJPF65	05/30/10	ST 201 A	Teresa Finnem
C	Computer Lenovo MTM7484WUT	41948	MJPEE61	05/30/10	HUM 119	
C	Computer Lenovo MTM7484WUT	41938	MJPF66	05/30/10	HUM 120	Vacant
C	Computer Lenovo MTM7484WUT	41942	MJPF68	05/30/10	IT 200-N	Patricia Worsham
C	Lenovo Computer MTM7484WUT	41847	MJPF24	05/30/10	IT 200-L	Peggy Campo
C	Lenovo Computer MTM7484WUT	41908	MJPF10	05/30/10	IT 200-F	Ana-Marie Olaerts
C	Lenovo MTM7484WUT COMPUTER	41913	MJPF77	05/30/10	IT 200-C	Andres Elizalde
C	Lenovo Computer MTM7484WUT	41825	MJPF71	05/30/10	IT 200-B	Mark Lewis
C	LENOVO Computer MTM7484WUT	41931	MJPF13	05/30/10	OC 155	
C	LENOVO Computer MTM7484WUT	41934	MJPF494	05/30/10	OC 161	Victor Goldbaum
C	Lenovo Tower 3853CT0	041687	MJPAF23	05/31/10	SSV212B	Susanna Galvez
C	Computer	41686	MJPAF24	05/31/10	Portable A-103	Miriam Alonso
C	Computer Tower M90P	42622	MJBF0Y7	09/09/10	Portable A - 104	Bernice Delgado
C	Lenovo Tower M90P	042621	MJBF0Y8	09/09/10	SSV212C	Sandra Buenrostro
C	Dell Laptop M4500	42670	DPN:CFGY2 A00 CET	09/30/10	CACT-11	Kevin Fleming
C	Tower M90P	042683	MJDDTX9	10/04/10	SSV212A	Hortencia Cuevas
C	Computer Tower M90P	42684	MJDDTY0	10/04/10	Norte Vista HS	UB- AUDS
C	HP Computer Lenovo M90P	42747	11S45K6476ZVJ5UD0760GW	10/23/10	IT 200	E. McDONALD
C	Lenovo Computer M90P	42746	71Y3514	10/23/10	B203	Diane Palmer
C	Computer	48491	MJNCWWM	12/23/10	Portable A-101	Eva Amezola
C	Lenovo Computer M90P	42930	MJKBZ5	01/12/11	Portable A-102	Rowana Thompson
C	Lenovo Computer M90P	42932	MJKBZXA	01/12/11	Portable A-106	Miriam Alonso
C	Dell Computer P190S	43049	MJP469	01/30/11	OC 112A	Energy Management
C	Lenovo CPU/MONITOR 5205CT0	43086	5205CTOMJMPZG6	03/01/11	CSS 205-A	
C	APPLE Laptop A1286	43103	C02FC72VDF8Y	04/07/11	IT 200-N	Patricia Worsham
C	Lenovo Laptop L512	44523	2598W9K	05/09/11	WEQ 9C	Beverly Wimer
C	Computer Lenovo M91P	044617	MJXAVR0	06/10/11	SSV 105	Maria Gonzalez
C	Lenovo Computer M91P	044630	MJXAVP8	06/10/11	SFS	Leticia Martinez
C	Lenovo Computer M91P	044629	MJXAVR4	06/10/11	SFS	
C	Lenovo Computer M91P	044616	MJXAVP7	06/10/11	SFS	
C	Lenovo Computer L2260PWD	044615	MJXAVR2	06/10/11	SSV 104	Cari Martinez
C	Lenovo Computer M91P	044628	MJXAVR1	06/10/11	SFS	Sheri Cologgi
C	Lenovo Computer M91P	044618	MJXAVR3	06/10/11	SSV 104	Scanner desk
C	LENOVO Computer MTM4524	44688	MJXAVR6	06/22/11	WEQ 9A	Tim Wallstrom
C	Tower	044417	MJXVRH1	07/15/11	Front Desk	LRC Staff
C	Tower	044416	MJXVPY5	07/15/11	Front Desk	LRC Staff
C	Lenovo CPU PC MTM7483WTD	044421	MJXVRH3	07/15/11	Kiosk	Kiosk
C	Lenovo CPU PC MTM7483WTD	044422	MJXVRB8	07/15/11	Kiosk	Kiosk
C	Computer	44708		07/15/11	CRC	Scoring Computer
C	All in One	48074	MJKRFRL	03/02/12	SSV222	Tanya Wilson
C	computer	48134	MJKRDHA	03/02/12	SSV200	CYNTHIA ACOSTA
C	COMPUTER	48136	MJKRDHC	03/02/12	SSV200	
C	COMPUTER	48133	MJKRDHX	03/02/12	SSV200	TABITHA MONTOYA
C	COMPUTER	48129	MJKRDHA	03/02/12	SSV200	
C	COMPUTER	48140	MJKRDGK	03/02/12	SSV200	HELP DESK -STUDENT EMPLOYEE
C	COMPTER	48131	MJKRDGL	03/02/12	SSV200	2ND DESK STUDENT EMPLOYEE
C	COMPUTER	48128	MJKRDGG	03/02/12	SSV200	PATTI BRUSCA
C	Computer	48118	MJKRDGR	03/06/12	LOBBY, 2nd floor	STUDENT SERVICES
C	Computer	48117	MJKRDHF	03/06/12	LOBBY, 2nd floor	STUDENT SERVICES
C	Computer	48116	MJKRDGH	03/06/12	LOBBY, 2nd floor	STUDENT SERVICES
C	Computer	48114	MJKRDGV	03/06/12	LOBBY, 2nd floor	STUDENT SERVICES
C	Computer	48115	MJKRDGY	03/06/12	LOBBY, 2nd floor	STUDENT SERVICES
C	Computer	48126	MJKRDGD	03/06/12	LOBBY, 2nd floor	STUDENT SERVICES
C	Computer	48141	MJKRDGX	03/06/12	LOBBY, 2nd floor	STUDENT SERVICES

Draft 3/14/17

Norco College
Associate Degree for Transfer (ADT)
ART HISTORY

Required Courses: (18 units)		Units
ART-1*	History of Western Art: Prehistoric, Ancient and Medieval	3
ART-2*/2H*	History of Western Art: Renaissance through Contemporary/Honors History of Western Art: Renaissance through Contemporary	3
ART-17	Beginning Drawing	3
Electives	Choose from List A	3
Electives	Choose from List B	3
Electives	Choose from List C	3

List A: Choose 3 units from the following:

ART-5*	History of Non-Western Art	3
ART-9*	African Art History	3
ART-12*	Asian Art History	3
ART-13*	Pre-Columbian Art History	3
ART-14*	Latin American Art: Colonial to the Present	3

List B: Choose 3 units from the following:

ART-18	Intermediate Drawing	3
ART-20	Beginning Sculpture	3
ART-22	Basic Design	3
ART-23	Design and Color	3
ART-24	Three Dimensional Design	3
ART-26	Beginning Painting	3
ART-36A	Computer Art-Introduction	3
ART-40A	Figure Drawing-Introduction	3

List C: Choose 3 units from the following:

Any course from List A or List B not already used above		
ART-7*	Women Artists in History	3
ART-10*	Modern and Contemporary Art History	3
FRE-1	French 1	5
SPA-1/H	Spanish 1	5

*Courses may also be used to fulfill general education requirements for the CSUGE or IGETC pattern, please confer with a counselor.

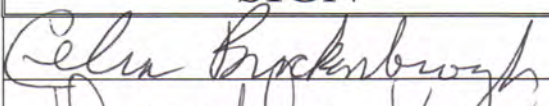
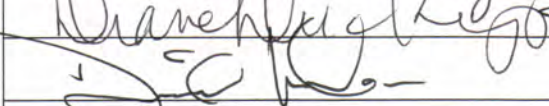
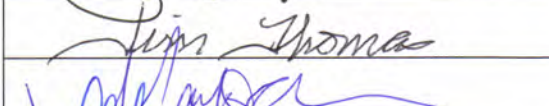
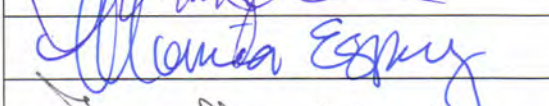
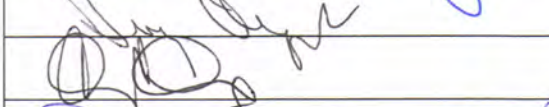
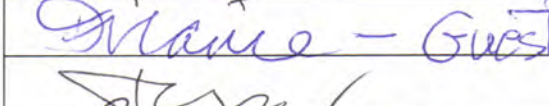
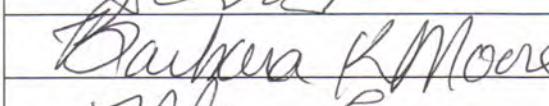
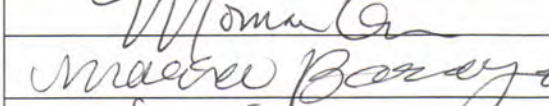
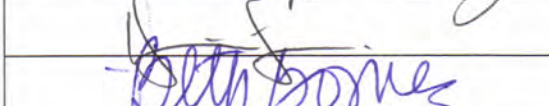
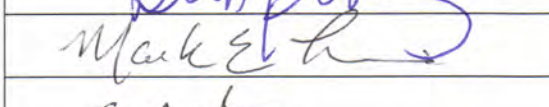
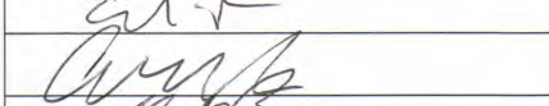
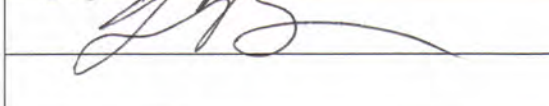
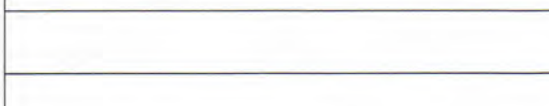



PLEASE SIGN IN

Institutional Strategic Planning Meeting

April 5, 2017

1:00-3:00 (ST 107)

PLEASE INDICATE IF YOU ARE A GUEST

SIGN	PRINT
	Celia Brockenbrough
	Diane Duckmeyer
	DANIEL LANDIN
	Jim Thomas
	MARK DOTSON
	Monica Espanza
	Greg Aycock
	Peggy Camp
Name - Guest	Landon Jarvis
	Tom Wagner
	Barbara K Moore
	Monica Green
	Maria Barragan
	Koji Uesugi
	Beth Gomez
	Mark Lewis
	Edwin Pomeo
	CHRIS POOLE
	QUINTON DEMILLER