

**Norco Strategic Planning Committee
March 10, 2009**

Meeting Summary

In attendance:

Andacheh, Khalil	Gutierrez, Monica	Prior, Bob
Angeles, Mike	Hitchcock, Dominique	Reifschneider, Linda
Bader, Melissa	Hodawanus, Tricia	Rey, Jason
Beck, Rex	Humble, Dina	Ries, Richard
Boelman, Peter	Johnson, Brian	Shirinian, Margarita
Brotherton, Cathy	Kollar, Pam	Skiba, Karin
Campo, Peggy	Kyriakos, Stephany	Sternburg, Chuck
Chung, Elisa	Lambros, Dan	Stevens, Walter
Cluff, Mike	Lewis, Mark	Sutton, Jim
Crawford, Leona	Loewenstein, Gaither	Synodinos, Dimitrios
Creswell, Debra (recorder)	Marsh, Rebecca	Thomas, Jim
Davis, Brenda	McGraw, Shirley	Tiangco, Jefferson
Davis, Shirley	McCarson, Daniela	Tompsett Makin, Deborah
DeGuzman, Joseph	Medel, Karina	Tran, Phu
Dieckmeyer, Diane	Mills, David	Tschetter, Sheryl
Drake, Sharon	Miter, Carol	Van Hulle, Paul
Eckstein, Joe	Moore, Barbara	Wagner, Tom
Elizalde, Andres	Morrison, Jim	Wales, Todd
Farrar, Carol	Nance, Damon	Wallstrom, Tim
Frewing, Janet	Nelson, Lisa	Wimer, Beverly
Friedrich Finnern, Teresa	Olaerts, Ana Marie	Worsham, Patty
Godin, Norm	Pavlis, Bonnie	Wright, Linda
Gray, Alexis	Payan, David	Zwart, Gail
Green, Monica	Perhamus, Judy	

Resource Allocation Decisions for Fiscal Year 2008-09

Dr. Loewenstein reviewed the memo Dr. Davis sent to the NSPC on February 26 which details the staffing and equipment allocations for 2008-09. The staffing and equipment needs were derived from program review and vetted through the strategic planning process. Bringing the memo and summary to the NSPC completed the allocation prioritization loop and validates all the work put into program review.

The memo also included Dr. Davis's rationale for moving the Associate Dean of Special Funded Programs up in the ranking. This position will work with EOPS to recruit additional students and grow the program. It's important to increase the student base in EOPS in order to qualify for state categorical dollars at the time accreditation is granted. Additional positions were funded from part-time salary and utilities savings as well as a budget augmentation approved by the Board of Trustees.

A survey regarding familiarity and satisfaction with the priorities ranking processes at the Norco Campus was distributed and all NSPC members were requested to complete the survey prior to leaving the meeting.

In order to strengthen the process further, a five-year financial plan is being developed to define resource needs. The plan will be adjusted annually based on priorities identified through the campus strategic planning process.

The Emergency Budget Advisory Group will be reconvened when the District presents updated guidelines for the budget. The goal will be to tighten the budget without hurting students. There are no cuts expected for the current fiscal year. The naturally occurring annual savings will be used to help balance the budget and carry us through 2008-09. The 2009-10 budget picture is unknown. The new state budget appears to be somewhat friendly to the community colleges, but it is clear we won't be receiving much, if any, new funding.

Capital Projects Update

- Industrial Technology
 - Anticipated occupancy in June
 - Equipment and furniture lists are being finalized and purchase orders generated
- Student Success Center
 - Bids have been opened and are roughly 20% under budget
 - Building may open for beginning of fall 2010 semester, or soon after
- Center for Health, Wellness and Kinesiology
 - Approved to hire architect to prepare final project proposal
- Operations Center
 - Approved to hire architect
 - Construction to begin at the end of 2010
- Soccer Field (Phase II)
 - Moving dirt that cannot be used for building foundations (will be used for landscaping)
 - Anticipated completion date by end of May (commencement to be held on soccer field in June)
- Secondary Effects
 - Organizing project teams, one to focus on student services and one to focus on science and learning labs
 - Will hire architect soon

The District Strategic Planning Committee has asked the campuses for their short and long range building projects with estimated cost and square footage in order to compile a master list to prioritize for funding. This allows for a more systematic approach to allocating bond monies. Norco's list will also include the center in South Corona.

The Norco Mayor and City Manager believe the proposal for an additional access road would engender opposition from the affected residents and are reluctant to bring it to the city council. Dr. Davis urged staff and faculty who live in Norco to make their council person aware of their

support of an additional road. A representative from the Norco Horsemen's Association has met with Dr. Davis and is in support of the road. Various options are being explored to address the serious ingress and egress challenges.

Self Study Timeline

The self study rewrite and update is on schedule. Dr. Loewenstein has received favorable feedback from readers who have been impressed with the initial draft. This time around District input has been requested earlier in the timeline. David Mills will begin editing when the comments by District administrators have been received. The NSPC will have an opportunity to review the self study before final printing. Dr. Loewenstein encouraged the committee to carefully read the progress report on the planning agendas as well as the responses to the ACCJC recommendations.

The accreditation visit is scheduled for October 19-22, and the commission will take action in mid-January 2010. Dr. Loewenstein encouraged the NSPC to familiarize themselves with the improvements towards autonomy in order to articulate to the visiting team the progress that has been made. If faculty leaders who have worked with SLOs assessment or research projects are not scheduled to meet with the visiting team, they are requested to be proactive and volunteer to be interviewed.