

RIVERSIDE CITY COLLEGE
Riverside Strategic Planning Committee
Meeting of March 5, 2009

Minutes

Members Present: Lorraine Anderson, Hayley Ashby, Sandy Baker, Scott Blair, Tim Brown, Ellen Brown-Drinkwater, Edward Bush, Cindy Conley, David Dant, Michelle Davila, Becky Elam, Nate Finney, Bernard Fradkin, Joanie Gibbons-Anderson, Marilyn Martinez-Flores, Tara McCarthy, Virginia McKee-Leone, Susan Mills, Jan Muto, Ron Pardee, Ralph Perez, Patrick Schwerdtfeger, Jolanta Siemieniewski, Steve Sigloch, Cindy Taylor, Oliver Thompson, Ron Vito, Tish Chavez

Members Absent: Ginny Haguewood, Judy Hill, Richard Mahon

Guests: Mary Flyr, Henry Bravo, Chani Beeman, Monica Delgadillo-Flores, Kristen Van Hala, Amy Cardullo, Rich Finner, Linda Braiman

Call to Order: - Tim Brown convened the meeting at 12:40 p.m.

Approval of Minutes of December 4, 2008 and January 8, 2009

Scott Blair Moved/David Dant Seconded/Motion to approve the minutes of December 4, 2008 and the minutes of January 8, 2009, as submitted. Carried.

Co-Chairs Report

Jan Muto asked for introductions from everyone present, then designated Becky Elam to be the co-chair on the Riverside Strategic Planning Committee.

Dr. Pat spoke regarding the District Strategic Planning Committee (DSPC) Operational Guidelines. This was emailed to the committee members prior to today's meeting. Also, Dr. Pat announced that all projects that request Measure C money need to be sent to DSPC by March 18, 2009. The DSPC will prioritize all projects that request Measure C funding.

Board action to report:

- We are moving forward with the Aquatics facility and the Nursing/Science building projects.
- A consulting service to write the Title V grant was approved.

Executive Committee: Tim Brown spoke regarding his meeting with Jan Muto last month. Tim expressed a need to implement a master calendar for the year for RSPC.

New Certificate Program – Infant and Toddler Specialization

Mary Flyr introduced the Infant and Toddler Specialization certificate which will eventually provide more employment positions for students. The certificate will cause no impact on the budget and will not require any new technology.

Pat Schwerdtfeger Moved/David Dant Seconded/Motion to approve the Infant and Toddler Specialization Certificate as submitted. Carried.

New Degree Offering – Operations and Production Management

Ron Pardee introduced the 30 unit Operations and Productions Management certificate. It will lead to an A.A. degree. Two courses will be new to the Riverside campus and will be cross-listed with Norco. The location quotient is 1.6 which means we have 16% more in production management than anywhere else in the United States. This degree will cause no fiscal impact, will not require new equipment, and no new faculty will be hired.

Scott Blair Moved/David Dant Seconded/Motion to approve the Operations and Production Management Certificate and Degree Program. Carried.

Master Plan Prioritization

Pat Schwerdtfeger already covered this in his opening remarks.

Sub-Committee Reports

Institutional Mission & Effectiveness – Susan distributed the Instructional Program Review draft and brought attention to the pages that were changed from last year's template. All changes were made for clarification and informational detail. The very last page of the packet totals the resources. The current annual Program Review form is a District document, and this will be a Riverside campus-specific document. Next Thursday, March 12th is the deadline for the sub-committee to submit their final changes to Susan for this document.

Sandy Baker Moved/Oliver Thompson Seconded/Motion to approve the Riverside City College Instructional Program Review document. Carried.

Instructional Programs – Joanie had nothing to report.

Student Support Services – Cindy Conley will visit Contra Costa College to determine if the purchase of another Datatel model is feasible to provide e-advising for students.

Library Resources – Hayley had nothing to report.

Human Resources – Oliver had nothing to report

Physical Resources – Steve announced that all projects have been approved by the RCCD Board. Jan Muto asked the Parking subcommittee to address the parking issues that will occur in connection with the construction of the new Nursing/Science building and the Aquatics center. Perhaps a shuttle from the Riverside Plaza to the RCC campus can be provided to transport students? Amy Cardullo mentioned that the Riverside Community Hospital on Magnolia might also provide partnership.

Technology Resources – Scott had nothing to report. Jan Muto addressed her desire to use the interactive web-based virtual world program Second Life as a way of using technology to help students learn.

Financial Resources – Becky reported that Phase I allocations have been filled and had a cost savings, so now Phase II requisitions have come it. Becky distributed a handout showing the Phase II allocations for fiscal year 2008-09 as of March 1, 2009. Becky noted that some problems exist due to budget cuts, and not all funding requests were granted. However, we need to continue to evidence our assessments to provide proof for the visiting Accreditation teams. All fiscal allocations will be entered into an Access database to eliminate paper. The document will also be posted on the RCC website, as well as the RCC intranet site, which is still in development.

Lorraine Anderson Moved/Pat Schwerdtfeger Second/Motion to approve the Phase II Allocations for fiscal year 2008-09. Carried.

Leadership and Governance – Richard Mahon was not present to make a report.

Announcements

Pat invited everyone to visit the new Glenn Hunt Faculty Center on the fourth floor of the Digital Library. Pat also congratulated Chani Beeman for all her work. Jan Muto would like to recognize the celebration of diversity in the month of April. Pat also thanked Sandy Baker and Sylvia Thomas for all their efforts organizing help for Greg Burchett.

Meeting adjourned at 1:35 p.m.

Respectfully submitted,
Kristen Van Hala