

Riverside Strategic Planning Committee
Meeting of September 11, 2008

MINUTES

Call to Order - Meeting convened at 12:35

Approval of Minutes of June 5, 2008

Dave Dant moved/Scott Blair seconded/Motion to accept minutes of June 5, 2008.
Carried.

Co-chairs Report

Tim Brown is at a conference today.

District Strategic Planning Committee – Met once this summer. District working on their strategic plan document.

Board of Trustees Action: Our mission statement was adopted by the Board of Trustees on June 17, 2008. The Quad has gone through many changes orders, and still having issues with the water and air conditioning but getting close to closing it out. The Cafeteria is still not open, remodeling project has hit some setbacks with the electrical system. The entire building will have to be rewired throwing the project off schedule. Worst case scenario for completion is November 24, hoping sooner. We have been providing food service during the summer with our food trailers and also Carls Jr.'s food trailer. We are considering continuing the food trailer service after the cafeteria reopens.

The Board of Trustees approved \$85M for the Nursing/Science building preliminary drawings. Half the money will come from system and half from measure C.

Aquatics Center will have a 65 meter swimming pool. The only other pool that size is at UC Davis. This is a joint use project with the City of Riverside, County and foundation all contributing money. This project has been getting good publicity in the newspaper recently. The project should be completed in 2010. Right now our students have to go to Orange County to swim. It will be nice when our teams will be able to practice in their own facility.

Review of Accreditation Progress Report

Committee was asked to review the draft progress report carefully. One of the things the visiting team targeted is our ability to close the loop in our planning process and making sure this group is getting information back to our constituents. We do indicate in the report that we have addressed the recommendations and have made adequate changes to correct. Send any corrections or revisions to Dr. Lacy or Tom Allen by September 15. This draft went to board committee and will be on the board of trustees agenda next

Tuesday. The follow-up report is due to the accreditation team October 10. Would like to get it in the mail by October 1. This is submitted for information only.

Retreat Review

The RSPC had their retreat on June 13 at the Mission Inn. Everyone who was invited attended or sent a representative, so there was 100% attendance. Becky Elam thanked everyone for their participation. The expectation of the retreat was to give this group direction in mapping out strategies for next year. The retreat started off with discussion of accomplishments as well as current challenges and opportunities identified in the Educational Master Plan. The “charge” and area of responsibility for each of the subcommittees was discussed at length. Last year the charge for each of the subcommittees was a little fuzzy, but now everyone seems to have a better understanding. The retreat provided break-out sessions which were very productive. The breakout groups identified potential strategies to achieve each goal and subcommittee to be assigned responsibility for further refining each strategy. The group concluded with a discussion of timelines and process for improving the linkage between the work of the Strategic Planning Committee, SPC subcommittees and the budget development and review process. The committee agreed that this summer would be a good time to further develop the process, including refining the Strategic Plan goals, objectives and outcomes.

Budget Update

Dr. Lacy reported on the budget situation. The Sacramento Bee is the best source for information. We have not received any funding since June. We are fortunate to have been very conservative with spending. The Board of Trustees approved a resolution for a spending plan to carry us through November and December if we still do not receive any allocation from the state. We are living on our reserves.

Next Meeting Date

This committee is scheduled to meet on October 2, which is the same date of Moreno Valley’s convocation and inauguration. Committee was asked to decide on another date.

Pat Schwerdtfeger moved/Dave Dant seconded/Motion to adjust the next meeting date to October 7, 2008. Carried by consensus.

Subcommittee Reports

Institutional Mission & Effectiveness – (Susan Mills) IM&E has not met during summer but is scheduled for next week.

Instructional Programs – (Joanie Gibbons-Anderson) met last April and on May 15 to clarify the purpose of the subcommittee. Have not met this semester.

Student Support Services – (Ellen Brown-Drinkwater) Committee met one time and reviewed planning agendas and updates. Ranking matrix has not been decided on. At the last APC meeting it was suggested there should be some common element on the rubrics.

Becky will get back to the subcommittees on this. A request was made to department chairs. Michelle is still receiving input. There is a tight deadline to receive these.

Library Resources – (Hayley Ashby) subcommittee did not meet over summer but they did do a self-evaluation in the form of a survey. Have received 14 responses. They will talk about the results at their next meeting, and see if they met the goals and progress. Pat will also attend their meeting to talk about proposed changes happening in the library. Important to have the subcommittee involved in the discussion so that everyone is part of the planning process.

Human Resources – (Oliver Thompson) thanked Ron Vito for joining the subcommittee. Committee met last Tuesday and by far this was the most energetic and productive meeting so far. There was lots of good discussion.

Dr. Lacy mentioned that the Diversity Initiative Proposal will be presented by Chani Beeman at our next meeting. She would like to refer this initiative to the human resources subcommittee to study and bring a recommendation to the full body at a later date. We'll send out the document to the subcommittee electronically once we get it from Chani.

Joanie Gibbons-Anderson moved/Scott Blair seconded/Motion to refer the Diversity Initiative Proposal to the human resources subcommittee for review. Carried.

Physical Resources – (Ralph Perez) gave an update on last year's approved projects. Cosmetology Lab - construction and remodel of offices in that area; Ceramic building bridge/steps in progress; Music lab – got architect in line and developing specifics and hope to go out to bid by November for submission to board in December. Will aim for spring break to finish projects. Quad – 99% of air conditioning is functioning this summer. Minor leaks in art gallery are being addressed immediately. Next phase of the lovekin move has been completed thanks to Ralph and Kathy Pashke. Some of the portables are being used by Safety and Police taking two units, international students, marching band will get a double-wide, ECS will use for classroom space, baseball team will use one for changing room. It was to our benefit that we did purchase the portables and not leased them. They have gotten great use.

Technology Resources – (Scott Blair) met in July no major issues. Talked about the pc's that came from library. This opened up discussion as to the definition for instructional and non-instructional equipment. The definition and how we interpret it is not very clear. Need to work together and come up with something we can all work from.

Financial Resources - (Ron Pardee) did not meet in summer, but are scheduled to meet next Thursday.

Leadership & Governance - (Pat Schwerdtfeger) have not met since last semester. Will schedule a meeting soon.

Other Business –

Richard Keeler, Director of Grants and Contract Services, reported that several grant applications were submitted during the summer - NSF and STEM grants. We should know the results in a few months.

Sylvia Thomas, Associate Vice Chancellor of Instruction, reported that the district is working on recommendations to better define the role of the district.

Pat gave an update on Stokoe Learning Center. There are six classrooms based at the LaSierra center, enrollment is looking good. The Rubidoux High School experiment is going well with over 1000 students enrolled. This is making a difference in that community.

Day of Remembrance

On this day – September 11th – Dr. Lacy asked for a moment of silence.

Dr. Lacy announced that we will participate in the Golden Guardian emergency drill on November 13.

Adjourn - Meeting adjourned 1:37 p.m.