

**Riverside Strategic Planning Committee  
Meeting of May 1, 2008**

**MINUTES**

**Members Present:** Tim Brown, co-chair, Linda Lacy, co-chair, Lorraine Anderson, Hayley Ashby, Sandy Baker, Jessica Bigueur, Scott Blair, Ellen Brown-Drinkwater, Edward Bush, Cindy Conley, David Dant, Michelle Davila, Becky Elam, Bernie Fradkin, Ginny Haguewood, Judy Hill, Richard Mahon, Marilyn Martinez-Flores, Tara McCarthy, Virginia McKee-Leone, Susan Mills, Ron Pardee, Ralph Perez, Jolanta Simieniewski, Steve Sigloch, Cindy Taylor, Oliver Thompson, Ron Vito

**Resource Staff/Guests:** Patti Braymer, Patsy Herrera, Richard Keeler, Linda Urquizu, Pam Whelchel

**Members Absent:** Nate Finney, Richard Finner, Joan Gibbons-Anderson, Patrick Schwerdtfeger

**Amendment to Agenda**

Richard Mahon Moved/Scott Blair Seconded/Motion to amend the agenda and include Approval of New Appointees under Co-Chairs Report. Carried.

**Approval of Minutes:** The minutes of April 3, 2008, were reviewed

Dave Dant Moved/Scott Blair Seconded/Motion to approve minutes of April 3, 2008, as presented. Carried. (2 abstentions: Haguewood & Fradkin)

**Co-Chair Report**

*District Strategic Planning Committee* – no action.

*Executive Committee* – Committee met on Tuesday and addressed three important issues.

1) Committee reviewed a draft “Annual Program Review Department Prioritization” form which will need to go to the district SPC. This form is intended to make the task easier and will accompany program review as it goes to the department chairs. There was discussion on the content and suggestions made to improve the form. It was recommended to add two additional columns: Other and Library Resources. Committee agreed that it was incumbent upon the unit making requests through program review that all parameters are listed in detail and should additional costs be incurred the department should be notified.

2) The next issue to address is that of committee participation. There is discussion to develop a master calendar that would allow as few scheduling conflicts as possible. We need to allow people to attend other meetings. We will continue to work on this.

3) Committee asked to choose a date for the SPC retreat. After much discussion it was agreed to hold the retreat on June 13. Becky will notify the consulting firm of this date. Tish will assist with the arrangements

### **Approval of New Appointees**

Dr. Lacy officially acknowledged recent changes that have occurred to the committee structure. Joan Gibbons-Anderson replaces Rom Masterson and will chair the Instructional Programs Subcommittee. Bernie Fradkin is added to the SPC membership and will replace Marilyn Martinez-Flores on the Library Resources Subcommittee. Ron Vito replaces Richard Barron and will co-chair the Human Resources Subcommittee.

Richard Mahon Moved/Scott Blair Seconded/Motion to approve committee membership changes as indicated. Carried.

### **Draft Revised Mission Statement for Riverside City College**

The Institutional Mission & Effectiveness Subcommittee met on April 21 for a 2 hour session. Notices went out campus-wide inviting anyone who wanted to participate to come and attend. Some faculty who could not attend did give their input to Susan Mills. Committee looked at examples from other CC's, RCCD, MoVal and Norco. Committee members agreed the mission statement should clearly define our target population and our purpose. The following is the final result:

*“ By providing an affordable, high-quality education including comprehensive student services and community programs, Riverside City College empowers and supports a diverse community of learners as they work toward individual achievement and lifelong learning. To serve the goals, needs and abilities of students, the college offers tutorial and supplemental instruction, pre-college courses, transfer programs, career preparation, and technical programs leading to a certificate or Associate degree. Drawing from a learner-centered philosophy, the college fosters critical thinking, develops information and communication skills, expands the breadth and application of knowledge, and promotes community and global awareness.”*

There was further discussion and agreement with the revised statement. Committee members felt it was more definitive, yet concise. The question was asked if the statement had been proofed by anyone from the English department with the suggestion that it should. Dr. Lacy indicated that since Tom Allen is the editor of the accreditation report, she will ask him to review. Dr. Lacy asked the committee to take action on the revised statement presented at this time, with the understanding that if any phrases are changed after further review by constituent groups committee agrees to the changes.

Richard Mahon Moved/Sandy Baker Seconded/Motion to approve the revised Mission Statement for Riverside City College with the understanding that any minor grammatical or structural revisions suggested by reviewers will be accepted. Carried

Additionally, the strategic planning goals were submitted for information only.

**Strategic Plan for RCCD**

Richard Mahon reported that at the last district strategic planning meeting K. Kauffman indicated that a subcommittee was convened to develop the district mission statement. Participants are Kristina Kauffman, Lyn Greene, Gaither Leowenstein, Rick Hernandez, Richard Mahon, Aaron Brown. The intent is to have something in draft form by late spring. Initially it was proposed to finalize by September and to send forward to commission. It is now proposed to have a draft by end of spring, finalize and send to board of trustees for approval, then send to commission.

Dr. Lacy questioned why everything has to be completed in two years now, when originally district recommendations did not have to be reported on until mid term. It was explained that when we write to the commission in November we want to be able to tell them that we have made as much progress as possible.

**Budget Allocation Model (BAM) Presentation**

In response to the Accreditation Report recommendation, a committee has been working on developing a BAM for Riverside the past year. A lot of progress has been made to date. Patty Braymer gave a powerpoint presentation (Appendix A) and explained in detail the steps in developing a model for three colleges and a district. Dr. Buysse has established eight guideline principles to assist with apportionment to each college. Also note that BAM is for resource 1000 only, and not special funding resources. The plan is to bring a model concept to the board of trustees meeting of May 20. Also working with Mark Knight who will be posting everything on the website.

**Parolee program**

Dr. Lacy distributed to committee a project proposal from The Presley Group (Appendix B) to develop a prison to employment program to help reduce the number of returning prisoners. Statistics show that 70%-80% return to prison after release. Shelagh Camak and Linda Lacy are working with the Presley Group. Committee is asked to read the material distributed. We will bring this item back to committee at the next meeting.

Meeting adjourned at 2:12 p.m.

Submitted by,  
Tish Chavez