

Norco College
Committee of the Whole

November 7, 2019

THRT 101 – 12:50pm

MINUTES

Faculty

Bader, Melissa (co-chair)
Adams, Laura
Adams, Maria C.
Beck, Rex
Bobo, Michael
Boelman, Peter
Burnett, Sarah
Campo, Peggy
Clark, Parissa
Covarrubias, Araceli
Friedrich Finnern, Teresa
Gray, Alexis
Gutierrez, Monica
Hitchcock, Dominique
Iliscupidez, Marissa
Kamerin, Kim
Kerr, Brady
Kyriakos, Stephany

Lindeman, Megan
Mirzaei, Farshid
Morford, Natalie
Muto, Jan
Popiden, Sandra
Reade, Dan
Reyes, Jesus A.
Russell, Tim
Tyler, Jody W.
Tyler, Stan
Wallstrom, Tim
Witmer, Suzanne
Young, Cameron
Zamiska, Kara

Staff

Terrazas, Denise (Recorder)
Cheatham, Misty

Czerniak, Justin
Herrera, Sal
Hodawanus, Tricia
Lambros, Dan
Marashi, Arezoo
Molina, Ana

Administrators

Green, Monica (co-chair)
Aycock, Greg
Collins, Michael
Ferrer, Greg
Lee, Samuel
McCarson, Daniela
Mustain, Deb
Parks, Jason
Sinclair, Maureen
Tarrant, Kaneesha
Welch, Caitlin

Melissa Bader opened the meeting at 12:55pm

Action Items

Approval of May 16, 2019 Meeting Minutes

Motion to approve: Alexis Gray

Seconded: Dan Reade

Corrections/Discussion: Some members thought they were in attendance for the May 16.

Denise will follow-up to confirm.

Approved. (2 abstentions)

1. Institutional Self Evaluation Report

Motion to approve the Institutional Self-Evaluation Report by Alexis Gray with a second by Peggy Campo.

Sam Lee reviewed the Institutional Self-Evaluation Report presented at the October 25th DSPC along with our sister colleges. The final document will go to the Board in December for final approval. Sam directed the committee to use the link to review the plan and stepped through sections of the plan to illustrate how the plan was constructed with over 1000 pieces of evidence. In the plan we have identified two improvement plans, these are things we want to do institutionally to improve our alignment with each of the standard areas, and they are: governance and the development of a student survey to give feedback on what we need to provide in terms for services.

Sam shared information on training sessions planned for the upcoming ACCJC visit along with some sample questions for the committee to consider as we prepare for the 2020 visit.

Approved.

2. 2030 Educational Master Plan

Motion to approve the 2030 Educational Master Plan by Sarah Burnett with a second by Kara Zamiska. Motion was amended to approve with the change to the approval chart from “Yes” to simply Approved.

Monica Green presented the revised EMP walking the committee through the summary of changes provided as a handout. Monica reviewed the timeline for vetting and communicated changes to the college community. The plan is scheduled to go to the Board of Trustees for approval in December. Sam Lee noted that within the plan is our revised mission, vision, and core commitments.

Approved. 2 abstentions

Information Items

1. Budget Update

Michael Collins presented a budget update that included budgeted expenses for FY 18/19 and FY 19/20 by category, adopted budget for 19/20, an updated on the Budget Allocation Model scheduled to be implemented in 20/21 along with BAM concepts. Mike reviewed procedural steps for 2018-19, FTES cost comparison (Mean vs. Median), and finally “To Do” tasks for 2019-20.

2. Partnership Resource Team

Sam Lee reported on the November 1st PRT team visit. The all-day event focused on the online platform to build a schedule that allows students to plan a path of study from their first day through graduation. The software solution also includes various calculations to aid in schedule and budget planning for the college. The beta version ready for use in the spring.

Meeting adjourned: 1:56pm