

Institutional Strategic Planning Council (ISPC)

March 18, 2015

1:00-3:00 (ST 107)

Attendees:

• **Attendees:**

Ruth Leal (Staff-Instructional Production Specialist*ISPC Chair*)

Melissa Bader (Faculty Rep to District EMTF *ISPC Chair*)

Barbara Moore (Transfer Faculty)

Natalie Aceves (Staff-Educational Advisor)

Peggy Campo (Academic Senate President)

David Mills (Basic Skills Faculty)

Jason Parks (Chair of Chairs – APC)

Diann Thursby (Staff-Grants Administrative Specialist)

Greg Aycock (Dean of Institutional Effectiveness)

Jim Thomas (CTE Faculty)

Benjamin Vargas (ASNC-President)

Ana Molina (Staff-Administrative Assistant II)

Celia Brockenbrough (Library Faculty)

Deborah Tompsett-Makin (At-Large)

Ruth Jones-Santos (Staff-Administrative Assistant II)

Mark DeAsis (Dean of Admissions and Records)

Ruth Smith (Recorder)

• **Absentees:**

Diane Dieckmeyer (VP Academic Affairs*ISPC Chair*)

Beth Gomez (VP Business Services)

Monica Green (VP Student Services)

John Coverdale (CTE & Grants Advisory Rep)

• **Guests:** Damon Nance, Paul Parnell, Koji Uesugi, Kevin Fleming

Approval of Minutes:

Approval of Minutes for March 4, 2015.

Motion by Jason Parks, second by Jim Thomas to approve the minutes from the March 4, 2015 meeting. Motion approved with three abstentions.

I. Action Items:

A. District Technology Plan – 2nd Reading (Ruth Leal & Damon Nance)

- Just completed first reading at the COTW. The second reading will be in April.
- Currently in draft form. There may be some additional changes. This is a living document.

- Committee will be informed of any future changes.
- Date on front will be discussed at next the district meeting. Ruth will ask the committee to change the date to indicate the approval date.

Motion by Jason Parks, second by Diann Thursby to approve the District Technology Plan. Motion approved.

II. Information Items:

A. California Career Pathways Trust Update (Kevin Fleming)

- Status update from last year. CREST Career Readiness through Education & Strategic Training).
- Region wide grant initiative to connect high school to CTE.
- Applying for \$12,860,892. Large consortium that includes 11 unified school districts, 28 high schools, 1 middle school, 4 community colleges and more. (See PowerPoint presentation attached)
- If funded will deliver 18 new CTE pathways across three industry sectors. Three sectors are Information and Communication Technologies, Manufacturing and Product Development/Advanced Manufacturing and Health Science/Medical Technology.
- Norco's role includes management of the project (Director, 3 coordinators, etc.), a part time senior applied technologist, an apprenticeship director, a new physical therapy assistant program and more. (see PowerPoint attached)
- Department of Education will make announcement in May regarding awarding of the grant.

B. District Strategic Planning Council (Ruth Leal)

- The Council met last Friday.
- Agenda included the health recommendation for the OPEB. To create irrevocable trust for health benefits for retirement.
- Decentralization of micro was discussed. Norco will have 2.5 people along with a supervisor that will also oversee IMC. MV will have 2.5 people and Riverside will have 4.5 people. Funding is still under discussion
- The Chancellor is reviewing the District Strategic Planning Council including its make-up and processes. Melissa is the representative for Norco College in this review process. They will be looking at the District committees and reviewing their mission and purpose.
- The items approved by this Council move to the Chancellor's Cabinet as recommendations.

C. Institutional Set Standards-1st reading (Greg Aycock)

- At the last ACCJC visit the team indicated that we needed a plan to follow in case the college fell below our institutional set standards. The Academic Senate has approved a procedure.
- Reviewed the Senate Recommendation Regarding Institutional Set Standards-Procedural Response. (see attached)

D. Branding “Norco College” (Melissa Bader)

- Discussion on students not identifying with Norco College, but mostly using RCC.
- The Council participated in a project to help identify ways to improve branding. Council members identified possible actions to help increase awareness of Norco College. They also suggested the group/area that would most likely be responsible for carrying out the action. (see attached)
- If you think of more ideas please share them. Ask others to promote Norco.

III. Open Hearing:

- Great presentation by Ben Vargas at the Board meeting last night.
- Dr. Parnell announced that Norco College has two Phi Theta Kappa Honor Society members that will be recognized on the California All-State Community College Academic Team.
- Dr. Aycock indicated that CCSSE is coming. Would like to have survey completed before spring break. There was a request to wait until after spring break because evaluations also need to be completed before spring break.
- The college application deadline may be changed in order to accommodate the start of classes for the second session. There are some classes that still have openings. Applications would be available through April 10. You will receive an e-mail from Mark DeAsis if the extension is approved.
- Melissa Bader is participating on the Norco Enrollment Management Workgroup. Dr. Fleming will attend with her. They would like a couple more faculty to also attend.

Adjourned – 2:40

Project CREST (Career Readiness through Education & Strategic Training)

CALIFORNIA CAREER PATHWAYS TRUST

PROJECT CREST

- We are applying for \$12,860,892
- We are pledging \$59,017,762 in match
- Our application was 570 pages thick (yes, thicker than 1 ream of paper)
- Our consortium is comprised of:
 - 11 unified school districts,
 - 28 high schools,
 - 1 middle school,
 - 2 community college districts,
 - 4 community colleges,
 - the County's Office of Education,
 - the County's CTE/ROP division,
 - Riverside County Workforce Investment Board,
 - 3 adult and alternative learning centers,
 - 1 Virtual High School, and
 - 79 industry/community partners with signed letters of commitment (Wow!)

PROJECT CREST

- 121 passionate educators attended multiple planning meetings to help develop Project CREST's scope
- If funded, we will deliver 18 new CTE pathways across three vitally important industry sectors:
 - Information and Communication Technologies,
 - Manufacturing and Product Development/Advanced Manufacturing, and
 - Health Science and Medical Technology
- Project CREST's 18 pathways will serve 16,739 students in the first 3 years.
- Project CREST will establish the 1st registered apprenticeship program with a public educational institution in the Inland Empire
- Project CREST includes work-based, work-site, work-relevant, academic, motivational, training, support services, mentoring, guest speakerships, work experience classes, internships, summer employment, field trips, summer camps, and even one-on-one counseling.

IT TAKES A VILLAGE

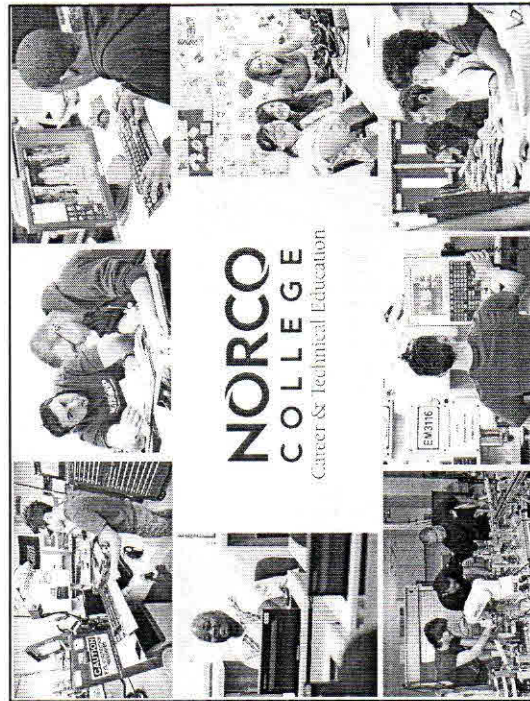
- Chancellor Burke and Vice Chancellor Reiser (RCCD)
- President Paul Parnall, VP Diane Desimayer and our CCPT budget guru Colleen Mackor (Norco College)
- Richard Keeley, Cindy MaryAnn, Rebecca and the fabulous Esteban Soriano (RCCD Grants Office)
- Ron Vito, Dr. Li, and Clarence Wilburn (RCCOE)
- Lori Sanchez - regional Center of Excellence
- Susanna Mata - regional SB-70 Director
- Edna Vallesillo-Garcia & Mark Christensen - Riverside County Workforce Investment Board
- Joyce Johnson & Lori Benson - Mt. San Jacinto College
- Aline Edger - Alameda Unified School District
- Gina Bealer - Corona Norco Unified School District
- Todd Mearer - Jurupa Unified School District
- Robbin Hamilton - Lake Elsinore Unified School District
- Manoli Mattox - Moreno Valley Unified School District
- Mary Walters - Murrieta Valley Unified School District
- Dan Martin - Perris Union School District
- Ron Weston - Riverside Unified School District
- Maureen Huhlgaba - Moreno Valley College
- Elton Brown - Riverside County Alternative Education
- Sherry Smith - San Jacinto Unified School District
- Steve Coelho - Val Verde Unified School District
- Patricia Avila - Riverside City College
- Carol Albaugh - Inland Coalition (Reach Out) and countless others... it does take a village.

WHO'S DOING WHAT?

Area/Department	Key Personnel	Major Responsibilities	Key Programs	Key Initiatives	Key Outcomes
Student Services	Director of Student Services Counselors Financial Aid	Provide academic and personal support for students Assess and monitor student progress Provide financial aid counseling	Academic Advising Career Center Financial Aid Office	Implement new student orientation program Expand financial aid counseling services	Increased student retention rates Improved student success rates
Instruction	Faculty Instructors	Deliver high-quality technical education Assess student learning outcomes	Various technical programs Workshops and seminars	Implement new teaching technologies Expand industry partnerships	Improved student learning outcomes Increased industry partnerships
Administrative Services	Administrative Staff IT Support	Support college operations Maintain college infrastructure	Administrative support IT services	Implement new administrative systems Upgrade IT infrastructure	Improved administrative efficiency Enhanced IT security
Community Outreach	Outreach Staff	Engage with the community Provide technical education to underserved populations	Community-based learning Workshops and seminars	Expand outreach programs Partner with local businesses	Increased community engagement Improved technical skills for underserved populations

WHAT IS NORCO'S ROLE?

- Project Management (Director, Admin, 3 Workbased Learning coordinators) (3 years)
- .5 Senior Applied Technologist (2 years)
- Apprenticeship Director (2.5 years)
- .25 Accounting Services Clerk
- Ambassador program Student (& non-students) (Outreach)
- New Physical Therapy Assistant program
- Instructional equipment/supplies
- Software upgrades (GAM, MAN)
- NetTutor
- Nacelink software
- Digital badging
- Pre-apprenticeship boot camps for high schoolers
- Robotics summer camps for middle schoolers



Project CREST (Career Readiness through Education & Strategic Training)

California Career Pathways Trust – grant abstract

4 Community Colleges, 11 Unified School Districts, 1 WIB, 5 Chambers of Commerce, 79 Local Employers

The California Department of Education accepted grant applications for the California Career Pathways Trust (CCPT). The overarching goal of the CCPT is to build robust partnerships between employers, school districts, and community colleges in order to better prepare students for the 21st century workplace and improve student transition into postsecondary education, training, and employment.

Norco College served as the lead on this regional consortium grant providing leadership to 4 community colleges, 11 unified school districts, the regional ROP program, the Riverside County Workforce Investment Board, five Chambers of Commerce, and dozens of employers.

We applied for a \$12,860,892 regional consortium grant in February 2015. We are pledging \$59,017,762 in match (which includes CNUSD's forthcoming STEM Academy).

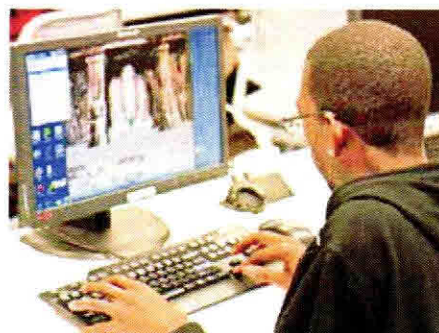
Our regional educational consortium includes:

- Alvord Unified School District
- Corona-Norco Unified School District
- Hemet Unified School District
- Jurupa Unified School District
- Lake Elsinore Unified School District
- Moreno Valley College, Riverside Community College District
- Moreno Valley Unified School District
- Mt. San Jacinto College
- Murrieta Valley Unified School District
- Norco College, Riverside Community College District
- Perris Unified School District
- Riverside City College, Riverside Community College District
- Riverside Unified School District
- Temecula Valley Unified School District



If funded, this regional proposal shall:

1. Develop and integrate 18 standards-based CTE pathways with a career-relevant, sequenced curriculum following industry-themed pathways. Each shall be aligned to high-skill, high-wage, high-growth jobs, in three robust emerging regional economic sectors:
 - a. Information and Communication Technologies,
 - b. Manufacturing and Product Development/ Advanced Manufacturing, and
 - c. Health Science and Medical Technology
2. Project CREST's 18 pathways will serve 16,739 students in the first 3 years.
3. Project CREST will establish the 1st registered apprenticeship program with a public educational institution in the Inland Empire (an electrician apprenticeship program @ Norco College)
4. Project CREST includes work-based, work-site, work-relevant, academic, motivational, training, support services, mentoring, guest speakerships, work experience classes, internships, summer employment, field trips, summer camps, and even one-on-one counseling.



Senate Recommendation Regarding Institutional Set Standards-Procedural Response

Dean of Institutional Effectiveness identifies a “dip” below ISS, as measured by $\frac{1}{2}$ standard deviation from the 5-year norm.

- Shares information with appropriate VP
- VP communicates with ISPC co-chairs
- Co-chairs will identify appropriate constituency to investigate; commit to a new task-force
 - Identify possible causes
 - Generate a plan of action/response-entities to be involved in the action
 - Ensure an assessment plan is in place before the action is applied
 - Consistent reporting out on progress to ISPC
 - Summative report to ISPC

Elements that might be considered:

- Review of core commitments to see if any areas related to the “dip” can be enhanced
- Internal variables, e.g. FTE allocation, faculty retirement, lack of resources
- ISS levels/benchmarks, are they still reasonable/valid
- Identification and examination of existing approaches to teaching and learning, consider if revision/updating is needed
- Institutional data to guide analysis, inform discussion and identify potential gaps or impact; ensure relevance of available data or identify and request additional data
- Assess the impact of external variables on the college
- Experiences of sister colleges in District and other colleges in the region

Action	Group
Norco Gear day 1 st of the Month Create Slogan	ASNC or ADMIN Legacy
Computer Wallpaper with Norco Logo & Norco Website on all computers	Micro/Tech Committee
More Horse Art	Legacy, Budget
Sign at entrance of college (not on Hamner but after JFK or at the turn in)	Facilities, President, BFPC
All emails have norco logo or symbol on them	IT @ Norco (Flex activity to apply?)
#IamNorcoCollege on Instagram or Twitter	ASNC & Student services

Action	Group
College Gear Sale	bookstore
Norco College log on Every document, quiz, or test given to students	APC
Student Email changed to @norcollege.edu	District IT
Make sure that there is a D on RCCD	Office of Strategic Communications
Refer to the library as the Wilfred J Airey Library	Website & Admin