

**Institutional Strategic Planning Council**  
**October 3, 2018**  
**ST 107 (1:00-3:00pm)**  
**Minutes**

Members Present: Peggy Campo, Leona Crawford, Raiann De La Cruz (ASNC Rep.), Monica Esparza, Ruth Leal (Staff Co-Chair), Sam Lee, Mark Lewis, Barbara Moore, Chris Poole, Bryan Reece (Administrative Co-Chair), Jim Thomas

Members Absent: Kris Anderson (Faculty Accreditation Co-chair), Greg Aycock, Melissa Bader (Faculty Co-Chair), Celia Brockenbrough, Michael Collins, Mark DeAsis, Tenisha James, Daniel Landin, Mitzi Sloniger

Guests Present: Bernice Delgado

Call to Order: 1:15pm

**Approval of Minutes:**

Approval of Minutes for September 19, 2018  
MSC (Poole/Campo)  
Approved with corrections. 3 Abstentions

**I. Action Item**

A. None

**II. Committee Reports**

A. Diversity, Equity, & Inclusion Committee

Bernice shared an update on the Diversity, Equity, & Inclusion Committee, which included the new statement of purpose, a review of the planned events for the fall, action plans, and challenges.

**Comments/Questions:**

- In the proposed strategic plan, there is a goal/objective for equity. It would be good if this committee could address the equity strategy in terms of the 1-year, 5 years, 20 years plans and provide their feedback.

**III. Information Items**

A. Legislative, Appropriation & Fundraising Update

Dr. Reece provided a brief update on the four fundraising areas he and Kevin Fleming addressed in their visit to Washington DC last week:

1. Veterans: Met with Mark Takano and the Department of Labor separately to talk about the Veterans initiatives at Norco College.

2. Prison Education: Met with staff from Kamala Harris' office interested in the Next Phase program. This was also discussed in a meeting with the Department of Labor.
3. Photonics: Met with Calvert, Harris, and Takano's offices. Met with National Science Foundation regarding the Big Ideas initiative.
4. Apprenticeship Programs: Discussed in the meeting with the Department of Labor.

Comments/Questions:

- Committee discussed information sharing with the Board, both formal and informal.
- B. Master Plans Update – The bid process for the consultants to help write the plan has closed and the planning is underway.
- C. Mission Statement Update - The staff held a forum to review the draft mission statements. They have submitted a fifth draft statement. Faculty were not given this option, however they have reviewed the four statements and highlighted sentences they liked and make some editing suggestions. No handout provided.
- D. Leadership Retreat – The retreat went well, we used the Big Us plan, which is the framework of the EMP, pulled out some goals for breakout sessions to facilitate a discussion around what can be done in 1, 5, and 20 years. The students shared their appreciation for being included; it was beneficial to have their vital input in the discussions.
- E. DSPC & Photonics Update

Faculty attended a special DSPC meeting on Sept. 28. There was no agenda for the meeting; it was a meeting for open discussion on Photonics program at Norco College. Faculty from NC talked about the program benefits to the college and district.

Peggy gave an overview of the progression of the photonics program to date.

- From DSPC discussion continued at the Board Committee Meeting
- We are moving forward with the study, the first step is to develop the parameters; the Board is expecting an update on the study at the October Board meeting and is expecting the final parameters at the November meeting. The October 16 Board meeting and October 19 DPSC meeting will be discussion on the parameters.

Comments/Questions:

Concerns for access, control of property, alignment with the mission and strategic plan were discussed at the meeting.

Recommended clarifying the parameters of the feasibility study, which typically has mandates embedded in it. We need to approach it as an initial feasibility study.

F. Shade Sails

Last year ASNC voted on \$100K for shade sails and are now asking for a status update on the progress of the project. After reviewing preliminary plans in place for a RFQ (request for quote), for design and plan approval, the cost of the project is in excess of \$1M therefore Dr. Lee and Dr. Collins are exploring alternative solutions that fit within our budget of \$100K.

**IV. Good of the order**

- Enrollment management workgroup, tomorrow 9am-10:30am. The workgroup is working on a draft plan that will be shared through the shared governance structure to the next ISPC meeting.
- On the topic of repurposing CSS-217, we have been talking about remodeling this room so that it can be used a multipurpose multi-use room. One idea is to develop an e-sports event space. Requested that the repurposing of CSS-217 be added for discussion in BFPC and ISPC.

Meeting adjourned: 3:04pm

Next meeting: October 17, 2018

Minutes respectfully submitted by Denise Terrazas