

**DATE:** June 8, 2016

**TO:** Norco College Committee of the Whole

**FROM:** Irving G. Hendrick, Interim President

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It has been a pleasure to be at Norco College this year to witness your processes for Program Review and authentic assessment. Everything you do greatly benefits our students at Norco College.

Our strategic planning process, including the committees and councils of the college, set our priorities so we allocate our resources based on our collective wisdom. In this, the President's closing the loop memo, the following end of year highlights are based on the priorities we developed together.

Our combined efforts and the willingness to try new things such as this year's Completion Initiative focus on making our students successful. Authentic assessment and measurable outcomes are directly tied to our resource allocations. I would like to congratulate each and every one of you on a job well done!

**Prioritized Personnel Needs**

Faculty Positions: We are currently in the process of hiring five additional tenure-track faculty positions in the disciplines of English, Sociology, Psychology, Math and Electronics for the 2016-17 academic year. These faculty positions were determined by the Academic Planning Council during the program review prioritization process, and endorsed by the Academic Senate. We are also in the process of hiring faculty replacement positions in the disciplines due to retirements. With additional SSSP and EOPS/CARE funding, we are adding a categorically-funded, tenure-track EOPS Counselor/ Coordinator along with two non-tenure track counseling faculty.

Staff Positions: Hiring additional classified staff is still dependent on the pending Budget Allocation Model distribution. Unfortunately this year we did not receive any additional budget augmentation. We were fortunate enough to have hired additional staff positions with Grant, SSSP and Student Equity Funding in the departments of Admissions & Records, Counseling, Evaluations, Institutional Research, Outreach, and Student Equity. These funds as well as other college funds were used to increase hours for permanent part-time employees in various departments. In addition funds were identified to begin to institutionalize fully funded categorical positions which are an integral part of college operations. Although the funding shifts were modest, we will continue to propone for more funding for these critical positions.

Administrative Positions: Over this year, we hired a permanent dean of student life with the reorganization of Student Services. Three of our Instructional Deans' positions are heavily reliant on grant funding. Recently, we were also able to hire two Apprenticeship Directors, also through categorical funds. We will also continue to advocate for more funding for these positions that provide crucial oversight of college programs and functions.

### **Prioritized Equipment Needs and Facility Improvements**

The Planning Councils ranked equipment, technology and facility improvement requests from each area program review. Before making purchase recommendations, the Councils determined if grant or categorical funds could be used for purchases.

California community college block grants from the state, the traditional source of instruction and non-instructional equipment money, have been funded this year. However, an extensive list of equipment and supplies were purchased through the use of STEM grant funds as well as funding from Perkins and other grants. In addition, some prioritized equipment requests were funded through the contingency funds of the Vice Presidents. Over \$500,000 was allocated to purchase items from program review.

Some of the purchases include: greenhouse remodel, repairs in the Theater to include new Theatre curtains, new computers for instructional use in the classrooms, replacement computers in the Assessment Center, replacement and refresh of technology (25%), student desks, upgrade of instructional audio visual equipment in classrooms, and custodial equipment. Instructional equipment items to include anatomical and intestinal models. Space modification for staff and offices for faculty. Renovation and remodel of high student use areas in Center for Student Success and ATEC. Software for faculty, staff and students to include Adobe, Lynda.com, Schoolvue and library databases. Instructional supplies for biology and chemistry.

Conversations from our open dialogue session indicate that we should review the function of our Committee of the Whole meetings and consider enhanced methods for communicating with each other about college-wide issues.

Norco College leads the District in obtaining grants to support our mission to be creative and innovative in service to our students, we are awaiting notification on several renewals.

We will continuously assess and measure how our allocation of resources improves student completion processes and our student success. As a result of all the efforts by faculty, staff, and administration, we have an increase of over students eligible for degrees and certificates this year. It is so rewarding to be here on the 25<sup>th</sup> Anniversary of this great institution and part of this great community of staff and faculty whose primary focus is the success of our students. Let's celebrate our graduates this week and the difference we have made in their lives.