

DATE: June 4, 2015
TO: Norco College Committee of the Whole
FROM: Dr. Paul Parnell, President

Norco College—you need to know your Program Reviews and authentic assessment make a difference! All of your efforts help to inform us to make the best decisions on behalf of our students at Norco College.

The committees and councils you serve on have helped us 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.

We cannot thank you enough for the coordinated and collaborative contributions you have made. Your plain hard work makes sure our efforts are focused on making our students successful. Our strategic planning process, as indicated, is directly influenced by authentic assessment, thorough program review, and measurable outcomes which are directly tied to our resource allocations. Congratulations Team Norco.

Prioritized Personnel Needs

Faculty Positions: We are currently in the process of hiring tenure-track faculty positions in the disciplines of History, Political Science, and Spanish. These faculty hires were endorsed by the Academic Planning Council during the program review prioritization process. Political Science is a replacement position due to a retirement. The History and Spanish are two new (additional) positions. Also, replacement positions due to retirements will occur in the fall in Philosophy, English, and Math. Additionally, new faculty hires are projected in next year's tentative budget.

Staff Positions: Hiring classified staff is still dependent on the pending Budget Allocation Model distribution. We were fortunate this year to receive a small budget augmentation. These funds as well as other college funds were used to increase hours for permanent part-time employees in the College Resource Center, Academic Affairs, Student Services, Maintenance and Operations, Food Services, and Admissions and Records. A full-time Automated Systems Technician position as well as a daytime Custodian position from the program review list was approved and funded. 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 propose for more funding for these critical positions.

Administrative Positions: Student Services was reorganized with the elimination of the Dean of Special Funded Programs and the creation of a Dean of Student Life position. Three of our Instructional Deans' positions are heavily reliant on grant funding. As we did with our staff positions, modest funding was applied toward institutionalizing these critical management

positions. 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 our Title V Portal and Cooperative grants. In addition, some prioritized equipment requests were funded through the contingency funds of the Vice Presidents. Over \$1.1 million was allocated to purchase items from program review.

Some of the purchases include: organic chemistry lab supplies, new computers for instructional use in the classrooms, replacement computers and printers for staff, upgrade lighting in the library, space modification college-wide, replacement of library gate detection system, video production equipment, instructional equipment and furniture for renovated STEM modulars, instructional software, renovation of CSS 2nd floor learning lounge for student use, theatre curtains, maintenance and operations equipment, ADA signage, faculty copier, and replacement of instructional audio visual equipment.

Inputs from our open dialogue session indicate we can consider some of the following in our planning processes: prior to the open dialogue session distribute a summary of accomplishments and notes from the previous year's discussion; track better the usefulness to students of new software; make Program Review more user friendly; review our Diversity Award recognition; consider use of faculty advisors; and, communicate better on resource allocation, especially on hiring priorities.

Norco College leads the District in obtaining grants to support our mission to be creative and innovative in service to our students, with over \$24 million pending for this next year.

We will continuously assess and measure how our allocation of resources improves student completion processes and our learning environment. As a result of all the efforts by faculty, staff, and administration, we have an increase of over 200 students eligible for degrees and certificates this year. It is so rewarding to be part of this great community of educators and brag about all of you. Let's celebrate our student successes and the difference we made in their lives.