

Meeting Minutes

February 15, 2013, 2:00 p.m., PDC 104

Members Present – Scott Rippy, Barbara Nichols, Kyle Hundley, Keith Wurtz, Glen Kuck, Charlie Ng, Tanya Rogers, Cheryl Marshall, Lillian Vasquez, Robert Levesque, Nori Sogomonian

Members Absent – Jeremiah Gilbert, Tina Gimple, Laura Gowen, Ferny Arana Garcia, James Smith, Bruce Baron, Robert Brown, Craig Petinak

Approval of Minutes of December 20, 2012

The minutes were approved by consensus.

Finalization of Mission, Vision & Values Working Drafts

Charlie recapped the draft mission statement, vision and values, to which the committee offered no revision.

Mission: *We transform lives through education of our students for the benefit of our diverse communities.*

Vision: *SBCCD will be most known for student success.*

- 1. Our educational programs and services will be highly sought after.*
- 2. Our students will be the most sought after by four-year institutions and employers.*
- 3. Our transfer students will have the highest graduation rates at four- year institutions.*
- 4. Our students will have the highest employment rates in our communities.*
- 5. Our district will be the gateway to pathways and opportunities for a brighter future.*
- 6. Our students and alumni will make the largest contribution to the economic prosperity of our communities.*
- 7. Our employees will want to be here, love working here, and go above and beyond for student success.*

Values: *Service, Integrity, Collaboration, Innovation, Quality*

Update on Campus Strategic Planning

Keith reported that Crafton was reviewing its mission, vision, values, goals and objectives for possible revision. They have sent out a survey to their employees and students, and will plan their next step based on those results. They are also working closely with the CHC Student Success Committee which is planning to recommend several revisions to Education Master Plan.

Glen advised that SBVC's current strategic plan "sunset" this year, so they are also reviewing their plan. The College Council is meeting biweekly and a large part of their focus is strategic planning. He mentioned that Valley will be looking into developing their identity as relates to business, K-12s, universities, etc. They, too, will be sending out a survey to their employees and students.

Charlie asked that, going forward, all campus strategic planning developments (meeting minutes, data gathered, etc.) be forwarded to Kelly Goodrich for distribution to DSPC members.

DSPC Planning – Environmental Scan

Charlie reported that the members of Chancellor’s Cabinet agreed to commission an environmental scan for both colleges and the District. This scan will take approximately two months to complete, therefore, the committee’s schedule needs to be adjusted. This delay will allow for the development of a more complete list of stakeholders to be included in the District’s strategic planning process, i.e. businesses, universities, k-12s. Cheryl mentioned that some of the upcoming meetings could also be dedicated to a discussion of the materials that Charlie has emailed the committee, as well as information from the [State Chancellor on the Inland Empire as a region](#).

Strengths & Weaknesses

Strengths

Charlie handed out Worksheet 27, Internal Strengths, and asked committee members to record their individual thoughts on the strengths of the District as a whole.

- Good communication from President to faculty to staff
- Strong faculty/student relationships
- Most care about student success
- District well known by our educational partners
- District/college great grant writing capability and management
- Lessons learned through accreditation, i.e. program review, transparency, integrated planning
- Financial reserve
- Edustream
- Nice training facilities at District
- Good research capabilities throughout District
- Good student involvement
- Culture that believes in evidence-based decision making
- Belief that we can take risks and make change
- Optimism about the future
- Established in the community
- Some modern facilities
- Commitment to keeping pace with technology
- Two colleges that complement each other
- Diversity in staff and students
- Strong alliance with local area manufacturers, community based organizations, and other colleges
- Able to come together and accomplish great things
- Passionate and dedicated employees
- Location near CSUSB and other community colleges
- Size (10-15K students)
- Administration is well respected and not overbearing
- Exhibits innovation in working with limited resources and believes that we can take risks and make change
- Bond funds
- Good shared governance

After discussing the individual thoughts, the following list of strengths was developed:

- Strong faculty/student relationships
- Most care about student success
- Lessons learned through accreditation, i.e. program review, transparency, integrated planning
- Financial reserve
- Good research capabilities throughout District
- Good student involvement
- Culture that believes in evidence-based decision making
- Established in the community
- Diversity in staff and students
- Able to come together and accomplish great things
- Passionate and dedicated employees
- Exhibits innovation in working with limited resources and believes that we can take risks and make change
- Bond funds

Weaknesses

Charlie handed out Worksheet 28, Internal Weaknesses, and asked committee members to record their individual thoughts on the District as a whole. Committee members' thoughts were recorded:

- Ability to attract and retain individuals given current salary structure
- Difficulties in adjusting to new ideas and changes
- Lack of recording and preserving institutional knowledge
- Uncertainty of future funding structure
- Multiple systems that are not integrated
- Capacity to handle basic/development skills students
- District processes are slow, i.e. budget transfers, hiring, contracts lost, paper-heavy
- Grant processes
- Internal customer service
- Over/under-bearing management
- Management turnover (SBVC)
- Lack of flexibility in processes
- Accountability (performance management process)
- Leadership (control issues)
- Thrifty vs. quality
- "Red tape"
- Some policies and procedures not established/antiquated
- "Summer magic"/transparency
- Lack of attendance at campus events
- Some facilities (student success center, service, etc.)
- Communication – campus to students, among faculty, staff, administration; District to colleges
- Lack of technology (computers, excess printing)
- Sustainability
- Two college relationships, EDCT, KVCR
- Current funding allocation model
- No response to resolutions to Board
- Student success
- District has more focus on SBVC
- Lack of centralized orientation/training employees (indoctrinate)
- Ties with industry
- Lack of an outward focus (SBVC)
- Entrenched
- Make assumptions on behalf of students
- Silos of technology
- Dependence on County
- Inadequate staffing levels in certain areas (# of Full-Time Faculty)
- Lack of strategic direction for educational programs
- Implementation of technology
- Poor career development paths
- New hire resources provided immediately
- Hiring process (recruitment and selection) with Mission, Vision and Values
- Focus on why we're doing it, not just the what and how
- Inability to focus on a few things to do them great
- Focus on what's possible and not what the rules say
- Poor planning (grant)

Adjournment

Due to time constraints, the meeting was adjourned. The committee will plan to refine the Weakness list at their next gathering.

The next meeting is scheduled for March 1, 2013, 2-4 p.m.

Not Yet Approved