

NORCO COLLEGE *REGULAR UPDATE*

February 22, 2019

Hello, Mustangs!

Below is the newest Norco College Regular Update, using The Big Us Plan framework to align with strategic goals. With continuing dialogue around new strategic plans, this structure may be modified over time. Feel free to send along your comments about the newsletter to Regular.Update@norcollege.edu. All Regular Updates are archived on the President's webpage: <https://www.norcollege.edu/about/president/Pages/update.aspx>.

In order to spotlight all news, the beginning section of the Update will rotate each month. This issue begins with 8.0, followed by 9.0, 10.0, then 1.0 and so on. The next issue will begin with 7.0.

Happy reading!

Upcoming Deadlines and Due Dates

SPR 2019 census day for most full-term classes	February 25
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Goal 8 (Facilities): NC will build a comprehensive and inspiring campus community that is integrated into the region it serves and is a destination for education, commerce, life, and the arts.

FACILITIES MASTER PLAN

- For news and updates on development of the Facilities Master Plan (FMP), and for opportunities to participate in discussions, visit the FMP micro-communication website at <http://norco-college-fmp-microsite.webflow.io/>.

SCHEDULED MAINTENANCE PLANNING

- Specifications for a new library roof project are currently in the works. Reroofing will occur in the summer. In the short term, Facilities is addressing current leaks.
- Two shade-structure vendors and a landscape architect are working to develop an updated proposal for landscape and hardscape in the amphitheater.

VETERANS RESOURCE CENTER / EARLY CHILDHOOD EDUCATION CENTER

- Architects Ruhnau Clarke presented on the Veterans Resource Center (VRC) along with updated cost estimates at the February 12 Business and Facilities Planning Council (BFPC).
- The College is currently waiting on geotechnical studies for the VRC, which are expected to be completed by the end of February. These studies will allow the College to further clarify the budget and overall project.
- Construction is anticipated to begin on the VRC in fall 2019.
- A request for quotations (RFQ) for the Early Childhood Education (ECE) Center, and potentially for the VRC, is at the District for consideration.

Goal 9 (Operations): NC will implement professional, intuitive, and A.I.-enhanced systems supporting students along the entire student life-cycle (from recruitment to alumni).

ACCREDITATION

- One-hour meetings with each Standard committee and the accreditation co-chairs will finalize current drafts by March 15. Evidence will continue to be added and updated as needed.
- The Quality Focus Essay (QFE) section of the institutional self-evaluation report (ISER) is in process this spring. In the QFE, the College will propose two or three “action projects,” in alignment with the College’s Educational Master Plan and Strategic Plan, to improve student learning and/or student achievement at the institutional level. The Institutional Strategic Planning Council (ISPC) discussed potential projects at its meeting on February 20. Two possible projects will be explored in preparation for further discussion and a vote at the next ISPC meeting. The two proposed projects are (1) implementing student success teams in the Schools and initiating caseload management, and (2) implementing professional development for faculty, staff, and management that focuses on equity as well as teaching/learning.

EDUNAV & SALESFORCE

- The District expects EduNav to be ready to support 100 percent of programs for winter/spring registration to take place in fall 2019.
- To start implementing Salesforce, a constituent relationship management tool, approximately 10 people throughout the College will be identified to learn the technology in depth so they will be able to train others.
- Strategic Development and Student Services are looking at connecting EduNav’s platform to Salesforce in the interim before the District acquires a new enterprise resource planning system (ERP). This would allow the College to track students and communicate with them throughout their paths.

STRATEGIC PLANNING

- At the February 20 Institutional Strategic Planning Council (ISPC) meeting, Dr. Bryan Reece, Norco College president, discussed Big Us Planning, introducing the concept for a new Governance Plan to support the College’s Educational Master Plan (EMP) and Strategic Plan (SP) goals and objectives.
- *Your Voice Is Important!* Everyone is encouraged to look at the first draft of the 2030 Educational Master Plan, share the link with others, and submit comments by Friday, March 8. To access the draft, click here: https://studentrcc.sharepoint.com/:w:/r/sites/EducationMasterPlanNC/_layouts/15/Doc.aspx?sourcedoc=%7B458d12e5-8f5a-4fec-9c0b-0eff9cb73150%7D&action=default&gad=141. Pull down the “Edit Document” menu in the top right corner of the page and select “Edit in Word.” This will allow you to open the draft in Microsoft Word, which makes reading much easier. Then click VIEW and select SHOW COMMENTS. From there, you can submit your own comments. In President Reece’s words, “Together we are laying the groundwork for the Norco College of the future on behalf of our students and community—we need your ideas in the mix and at the fore.”

Goal 10 (Resources): NC will develop innovative and diversified resources to build and sustain a comprehensive college and achieve its visionary goals.

BUDGETING

- A comprehensive planning and budgeting calendar is being developed, taking into account all areas under Academic Affairs, Business Services, and Student Services. A comprehensive

calendar allows the College to more effectively plan budgeting activities and assure alignment with goals and objectives.

- The College is working on development of a Norco College budgeting manual that will be a desktop guide and reference for everyone, and will support good internal practices for everyday budget management.

COMMUNICATION SYSTEMS AND TECHNOLOGY

- Next week, Dr. Kevin Fleming, interim vice president of Strategic Development; Dr. Debra Mustain, dean of community partnerships and workforce development; Ashley Etchison, director of strategic communications and marketing; Jennifer Krutsch, media and marketing technician; and Leonard Riley, instructional technology specialist, will meet to review all of the feedback from the first two months of the new website, including new input from faculty who are back on campus for the spring semester. Every piece of feedback is reviewed, and comments have been an extremely valuable resource. The group will also review the analytics for the new website, such as reports of which pages people are visiting and how they are navigating to those pages. Among important focuses for the new website is ADA compliance so that the site is welcoming to all visitors. The team also is working hard to ensure the website is ready for Accreditation 2020. Stay tuned for website updates!
- SharePoint training for the new website has seen a strong turnout, and sessions are going well. People who have attended have been successfully applying their training as they work on their webpages.
- A team from Norco College is working with the District this spring regarding replacement of the enterprise resource planning (ERP) system (Colleague/DataTel/Ellucian). The evaluation process is divided into seven major functional areas with an RCCD team assigned to review how well each of the potential products meets requirements for a specific area. The District has developed demonstration scripts for each of the functional areas based on the business process analysis workshops many District-team personnel completed in spring 2018. The scripts will be provided to the software vendors prior to presentation of their software in March and April. The onsite presentations are designed to demonstrate how each of the potential products would support RCCD. This is a major undertaking and a significant procurement process. The District hopes to finalize the review and vetting process this spring and send forward a final proposal and quote from the successful vendor in August.
- Norco College is working with the District to modernize the network to be more responsive to the College's FMP and help support upgrading of both the College's and the District's systems.
- Diana Meza, public affairs officer, and Monica Esqueda, manager of District safety and emergency planning, are working to set up a Norco College group message through RAVE alert. The group includes the administrative assistants, deans, vice presidents, and presidents. Training will be provided. It will help as a way to communicate efficiently and effectively. More information to come.

DEVELOPING RESOURCES, COLLABORATORS, AND PARTNERS

- At the invitation of Dr. Kevin Fleming, interim vice president of Strategic Development, a group composed of staff, faculty, and administrators met on December 6 to launch the Norco College Alumni Association. The open-to-all workgroup—whose initial members were Dr. Fleming, Ms. Cyndi Gundersen, institutional research specialist (who has since transferred to the District); Mr. Alex Spencer, educational advisor; Ms. Desiree Wagner, grants administrative specialist; Dr. Edwin Romero, coordinator of student services; and Dr. Dominique Hitchcock, professor of Spanish and French—will invite the nearly 4,000 alumni to participate by establishing connections via Facebook, LinkedIn, and webpages, as well as through an alumni newsletter. In addition, marketing efforts will be initiated with the Norco

- College bookstore to increase the amount of NC Alumni swag that can be purchased. While a specific mission statement is still being created, the purpose of the association is to call on alumni to connect, grow, and give back. We'll invite them to participate in College events such as the Harvest Festival and graduation ceremony. Alumni can also contribute directly to Norco students through participation in peer mentorships, job fairs, transfer and industry events, and through working closely with special programs such as Puente, Umoja, STEM, and ASNC, as well as supporting Guided Pathways and Schools.
- On January 18, for the fourth year in a row, the Norco College Game Development program (Game Dev) participated in the Day Creek Intermediate School's College and Career Fair. Judy Perry, professor of game development and computer science, coordinated the effort with top Game Dev students representing game design, game programming, and game art. Three "rock star" Game Dev students, Dustin Capps, Kris Hicks, and Emmanuel Esparza, brought laptops with their own class projects to demonstrate to Day Creek students while interacting directly with them to answer questions regarding the specific projects, game development in general, and classes at Norco College. The Norco College Game Dev table is always one of the most popular and crowded at this event. Our students did an outstanding job of representing Norco College and Game Dev program.
 - Forty students enrolled in Arlington High School's Engineering and Design cohort visited Norco College on January 28 for a Game Development program presentation and campus tour, organized by Professor Judy Perry in coordination with Arlington High School Teacher Greg Cabrera. James Finley, associate professor of simulation and game development, Professor Perry, and top student Dustin Capps presented information on game dev careers, industry expectations, and preparing for entry-level game dev positions, and provided advice on what students can do in high school to prepare for college game dev classes. Students were well prepared with targeted questions for the presenters, and the interaction was lively, humorous, and educational.
 - The annual Tom Holas Memorial Game Night, an event to raise funds for the Tom Holas Memorial Scholarship, will be held in May. The event is marketed to high schools and to Norco College. Typically around 150 to 200 people attend the fund-raiser. Keep your eyes open for more details to come!
 - **Discounted tickets for Norco College employees** are available for the [2019 Dinner with the President](#) on April 18. At this year's annual fundraising and external engagement event, two recipients will be honored: the 2019 Alumnus of the Year, Jocelyn Yow, former Norco College ASNC president and now Eastvale City Council Member, for her commitment to public service and to Norco College; and the President's Award for Excellence recipient, which is the Corona-Norco Unified School District (CNUSD) for its longstanding partnership with JFK Middle College High School and dual enrollment. Discounted tickets are \$70 per person (regularly \$100, limit two). To take advantage of this opportunity, please drop off **cash** or **check** at the President's Office. Checks should be made payable to the RCCD Foundation. [Table and sponsorship](#) opportunities are also available.

Student Transformation

Goal 1 (Access): Norco College will expand college access by doubling current headcount and FTES.

HIGH SCHOOL PARTNERSHIPS

- The College is in the planning stages of determining how to organize all high school efforts under one umbrella.
- The College is working on data-sharing agreements with Alvord Unified School District, the Corona-Norco Unified School District, and the Jurupa Unified School District so that

acceptance/welcome letters can be sent to all high school graduating seniors and, eventually, it will be possible to do batch enrollment of high school graduates.

ONLINE / DISTANCE EDUCATION

- Hello, Mustangs! As Distance Education Committee co-chair, Michael Bobo, assistant professor of humanities, wants to share a very important resource available to every faculty member teaching in Canvas this spring. A wealth of resources and information are already available; however, these resources are not on your Dashboard. If you want to access the **Distance Education Instructor Resources Shell** in your Canvas account, please follow these instructions: **Under Courses > All Courses**, be sure that if you have **favorited (or “starred”)** courses, the **DE Instructor Resources** shell is marked as a favorite, or it will not show on your Dashboard. Remember, by default, if NO classes are marked as favorites, then all classes will show on the Dashboard. Otherwise, only classes marked as favorites will appear on the Dashboard. Questions? Contact Michael at ext.7733 or via email at Michael.Bobo@norcollege.edu.
- Faculty, have you ever considered Open Educational Resources in lieu of traditional print materials? The Academic Senate for California Community Colleges has informative recorded presentations and PowerPoints available on its [Open Educational Resources \(OER\) Task Force webpage](#). You can also watch recorded presentations on OER for specific disciplines: biology, communication studies, early childhood education, English, and political science—with more on the way. Want more information? Contact Michael Bobo, Distance Education Committee co-chair, at ext. 7733 or Michael.Bobo@norcollege.edu.
- The College is working on a plan to continue expanding online course variety and options, which are especially important for nontraditional students.

PROMISE PROGRAM

- For the first time in Norco College history, free college is being offered to first-time college students through Summer Advantage. The Summer Advantage + Promise Program is now open to *any* first-time college students from the surrounding area who plan to attend Norco College in summer or fall 2019 and plan to enroll in 12 or more units. This initiative is part of a state grant to increase the number of first-time college students. Those who [meet requirements](#) and participate in Summer Advantage Norco Orientation Week (NOW) will be eligible for the Promise Program, which provides free education by covering enrollment fees for the first year in college. This is a savings of over \$1,100.00. Applications are due by May 30. For additional information visit the [website](#), or email summeradvantage@norcollege.edu. Spread the word, and feel free to reach out to Daniela McCarson, dean of special funded programs, at Daniela.McCarson@norcollege.edu if you have questions.

Goal 2 (Completion): NC will significantly improve four-year completion rates, “Flip from 20/80 to 80/20.”

GUIDED PATHWAYS

- The College has submitted a letter to the Institutional Effectiveness Partnership Initiative (IEPI) Executive Committee expressing interest in receiving a visit by a Partnership Resource Team (PRT) and a \$200,000 seed grant in support of continuing work to advance our Guided Pathways initiative, professional development, and systems to create class-schedule-specific pathways for students from their first semester to their last.
- RCCD is hosting a regional summit for Guided Pathways March 4-5. Along with Riverside City College, Moreno Valley College, and Chaffey College, Norco College has been involved in the planning for this event.

LEARNING RESOURCES

- Look for changes coming to the Learning Resource Center (LRC) this spring! First, capacity in the math/science tutoring area will be more than doubled by relocating it to the space where the Game Lab was previously housed. Funding from the Engineering Pathways grant will go toward purchase of four digital interactive whiteboards to make this area a state-of-the-art Math/Science Success Center. Next, capacity in the LRC Writing Support Center will more than double by relocating to the space where the Math Success Center has been operating. This will also free-up the current Writing Support Center space and interactive whiteboards, right inside the entry doors, for other general tutoring activities. Thanks to all involved in the planning and hard work needed to expand services to students: Albert Jimenez, director of the LRC; Damon Nance, dean of library and learning resources; Dr. Samuel Lee, vice president of Academic Affairs; Dr. Jason Parks and Dr. Marshall Fulbright, deans of instruction; and Professors Bob Prior (math) and Nikki Capps (English).

SLO ASSESSMENT

- The weekly Assessment Drop-In Hour will begin Tuesday, February 26, during college hour (12:50-1:50 p.m.) in IT 106. Please come if you have any questions about SLO or PLO assessment – or simply want to make assessment plans or wish to enter some assessment data. The Drop-In Hour will occur every Tuesday during college hour throughout the semester in IT 106.

Goal 3 (Equity): NC will close all student equity gaps.

- **Wow!** Twenty-two Norco College students have applied for transfer to USC for the 2019-2020 academic year, a significant increase from previous high number of 13 applications two years ago, and double last year's 11. The number of admitted students will be announced later in the spring. The increase in applications follows the work of Dr. Bryan Reece, Norco College president, with Dr. Michael Quick, USC provost, to establish a transfer bridge from Norco College to USC, with a focus on students from low income or historically underserved communities.
- Even though Student Equity, SSSP, and Basic Skills were merged into what is now known as the Student Equity and Achievement Program (SEA), education code 78222 still requires each college to complete a student equity plan by June 30. The 2019-2022 student equity plan, aligned to the California community college (CCC) system's new student success metrics, must set three-year goals for the overall student population and for each student equity population shown to have disproportionate impact in access (successful enrollment); retention (fall to spring); completion of transfer-level math and English; earned credit certificate over 18 units, associate degree, or CCC bachelor's degree; and transfer to four-year institution. A team of faculty, administrators, and staff is being assembled to work on the new plan. The draft will be taken through the participative governance process in mid-April for public comment and required approvals. Questions may be directed to Dr. Gustavo Ocegüera, dean of grants and student equity initiatives, at Gustavo.Ocegüera@norcolleage.edu.

Goal 4 (Professional Development): NC will define excellence in teaching, service, and leadership; support employee development; and foster a culture of ongoing improvement.

- The office of Human Resources and Employee Relations (HRER) met with managers about adopting a new management evaluation tool. The new process is aligned with national standards, modeled after recommendations of the American Association of Community Colleges (AACC). For the first time, District managers will be evaluated annually, with a comprehensive review every three years.

Regional Transformation

Goal 5 (Region Development): NC will help establish a distinct regional identity and organization and will host several mature initiatives that impact regional development.

ARTS IN THE REGION

- College administrators have been invited to tour the Young Americans College of the Performing Arts, a private two-year college in Corona. The colleges may identify possible synergies for developing a relationship that is mutually beneficial to both institutions.

INMATE EDUCATION / NEXT PHASE

- At the beginning of March, Dr. Bryan Reece, Norco College president, and Dr. Jessica Cobb, Next Phase director, will be presenting at the Prison to School to Work Pipeline Symposium at the Presley Center of Crime and Justice Studies at UCR. They will be presenting on how prison education creates opportunities that reduce recidivism.

VETERANS EDUCATION / VRC

- The statewide [Foundation for California Community Colleges](#) is looking to start a credit-for-prior-learning (CPL) pilot which awards residents credit for industry/professional certifications completed. The state chancellor's office sees broader value in Norco College's Military Articulation Platform (MAP) as a potential tie-in to the CPL statewide initiative. The College has been invited to partner with the statewide Academic Senate and the Foundation for California Community Colleges in exploring the expansion of MAP for this broader purpose. We are excited about this possibility and are currently assessing the feasibility of this collaboration.

WORKFORCE DEVELOPMENT

- Thanks to the hard work of Apprenticeship Director Charles Henkels and RCCD Foundation Executive Director Launa Wilson, Norco College has received \$815,000 from the James Irvine Foundation. This funding will support the regional apprenticeship network titled LAUNCH that Charles has established by 1) expanding the number of available apprenticeship pathways; 2) increasing institutional capacity to serve active apprentices; and 3) hosting a regional convening with key policy, industry, educational, and community leaders to select and commit to a regional apprenticeship system model. What a great way to address the skills gap!

College Transformation

Goal 6 (Programs): NC will be the regional college of choice by offering a comprehensive range of programs that prepare students for the future and meet employer workforce needs.

- Academic Affairs and Strategic Development will be looking at equestrian space at Silver Lakes on March 7 to see whether further exploration or discussion of a possible equestrian science program is warranted.

Goal 7 (Workplace): NC will regularly achieve "Great College to Work For" status across all categories and will hire enough employees to support a comprehensive college and achieve diversity balance.

COLLEGE CALENDAR

- A master [calendar of College standing meetings for spring 2019](#) is now available on the website. Thanks to Denise Terrazas, executive administrative assistant to the president, for putting the calendar together and keeping it updated!

FACULTY NEWS

Thanks to Dakota Mattson, associate faculty in English, for compiling the Faculty News!

- Charles Andersen, associate faculty in computer science, has been selected as the National Center for Women and Information Technology Inland Empire Educator of the Year. Charles is a high school computer science teacher (full time) and has been an adjunct instructor with RCCD for 21 years. His industry experience at Boeing informs his teaching, and he actively stays at the cutting edge of technology, teaching a range of classes—from game design to coding. According to Professor Judy Perry, Charles is committed to student success and passionate about his subject. Congratulations, Charles, and thank you for your dedication!
- Steven Camacho, new associate faculty in English at Norco College (so if you see him, say hi!), just completed his second master’s degree in Gaelic literature at the University College Cork in Ireland. Also, he graduated with first class honors. Awesome work, Steven! Congratulations on this accomplishment!
- Nassef “Sef” Girgis, assistant to the coordinator of RCCD International Education, would like to announce two exciting developments with Study Abroad:
 - Dr. Alexis Gray, professor of anthropology, will be leading the District’s first summer faculty-led study abroad program to Salzburg, Austria. Dr. Gray’s Anthropology 2, Cultural Anthropology, will run three weeks on campus and three weeks in Salzburg, with a visit to Vienna. This is very exciting—thank you, Alexis, for leading what will be an awesome cultural experience! (Make sure to visit the Spanish Riding School and the opera!)
 - Professor Judy Perry will be leading the District’s fall 2019 faculty-led study abroad program to Florence, Italy, along with Daniel Clark, professor of English at Moreno Valley College. Professor Perry will be offering three courses: GAM-21, History of Video Games; GAM-22, Game Design Principles; and CSC-5, Introduction to Programming Logic with C++. The Florence Study Abroad program runs from September 3 to November 29, and should be both productive and exciting. Thank you, Judy! (And enjoy Toscana!)
- Dr. Gail Zwart, professor of business administration, was elected chair for the Inland Empire/Desert Regional Consortium (IE/DRC) Strong Workforce Executive Committee. The executive committee has the following responsibilities: (1) Set strategic priorities and guiding principles for region Strong Workforce Program (SWP) funds; (2) Approve the SWP regional plan; (3) Develop and maintain an allocation model for SWP; (4) Approve the annual SWP allocations and budget; (5) Approve new project resource allocations not included in the annual SWP budget; and (6) Resolve disputes related to fiscal allocation and program endorsement of other IE/DRC disputes. Congratulations, Gail! You’ll be well-placed to do much good work for the community, so thank you as well.
- Amy Kramer, assistant professor in counseling, would like to make several announcements about Extended Opportunity Program and Services (EOPS), “the original guided pathway”; Cooperative Agencies Resources for Education (CARE); and NextUp (formally Cooperating Agencies Foster Youth Educational Support, or CAFYES). These programs exist to support students who are educationally and economically disadvantaged, providing “over and above” services, including priority registration, textbook assistance, meal vouchers, extensive counseling services, one-on-one tutoring, CSU/UC fee waivers, lending library, cap and gown provision, and so much more. In 2017-2018 these programs served 478 students, with more than 75 of the programs’ students were able to graduate and transfer from Norco College. Currently, these programs are serving 399 students, and they will be having one more orientation on March 1st to bring in new students. So Amy asks that, if you have students who may benefit from the EOPS Program, please send them to the EOPS Office located in the CSS building (upper floor) to receive more information. Kudos to the EOPS, CARE, and NextUp programs for amazing and awesome work with and for our students!

MANAGEMENT NEWS

- Dr. Debra Mustain, dean of community partnerships and workforce development, has successfully defended her EdD dissertation at California State University, San Bernardino. Her dissertation is titled *Playing Nice in the Sandbox: Exploring the Behaviors of Executive and Operational Leaders in Cross-Sector Collaboration*. Congratulations, Dr. Mustain!