



Academic Council  
Minutes for May 22, 2025

12:50 - 1:50 pm

Zoom: <https://cccconfer.zoom.us/j/95747339920> Meeting ID: 957 4733 9920

Academic Council [Website](#) and [Charter](#)

### Meeting Participants

Muzammil Afzal, Quinton Bemiller, Zina Chacon, Eric Doucette, Ashley Etchison, Monica Gutierrez, Janet Frewing, Kiandra Jimenez, Kim Kamerin, Mike Leese, Alexzander Lesueur, Damon Nance, Amine Ouaddi, Sandra Popiden, Martha Ramirez, Paul VanHulle, Melissa Wilson

### Committee Members Present

Muzammil Afzal, Quinton Bemiller, Ashley Etchison, Kiandra Jimenez, Kim Kamerin, Mike Leese, Amine Ouaddi, Sandra Popiden, Paul VanHulle, Melissa Wilson

### Guest(s)

Tamara Cummins, Nancy Quiñones, Sigrid Williams

### Recorder

Claudia Figueroa

### 1. Call to Order

- 12:50 pm

### 2. Action Items

#### 2.1 Approval of Agenda

M/K. Kamerin, S/P. VanHulle; Approved by Consensus

#### 2.2 Approval of [April](#) Meeting Minutes

M/K. Kamerin; Approved by Consensus

#### 2.3 [Mission, Vision & Core Commitments](#) (Bemiller)

M/S. Popiden, S/M. Wilson

- Sandra Popiden motioned to recommend the wording, “We help our diverse student population grow”.

M/S. Popiden, S/K. Kamerin; Approved by Consensus

#### 2.4 [2025-2028 Student Equity Plan](#) (Bemiller)

M/K. Jimenez, S/M. Wilson, One Abstention; Approved

- 2.5 [2025–2030 Strategic Planning and Governance Manual](#) (Bemiller)  
• Sandra Popiden moved to include DE language across all modalities, same as Student Equity Plan M/S. Popiden, S/K. Kamerin; Approved
- 2.6 [Ethnic Studies Taskforce Charter \(Revised\)](#) (Quiñones) Tabled
- 3. Discussion Item**
- 3.1 [Annual KPI Update](#) (Tabled)
- 4. Information Items**
- 4.1 [Standard of Care Innovation and Effectiveness DRAFT plan](#) (Tabled)
- 4.2 Rising Scholars Workgroup Update (J. Dobson) (Tabled)
- 4.3 CPL Workgroup Update (S. Williams) (Tabled)
- 4.4 SEM Update (Q. Bemiller) (Tabled)
- 4.5 Distance Education Committee Update (S. Popiden) (Tabled)
- 4.6 Assessment Committee Update (R. Perez) (Tabled)
- 5. Good of the Order**
- 6. Adjournment 1:50 p.m.**

**Next Meeting**  
Date: 9/25/2025  
Time: 12:50 – 1:50 pm  
Location: [Zoom](#)



## **Charter for Ethnic Studies Task Force**

### **As of September 3, 2024**

This Charter is established between the Ethnic Studies (ETS) Task Force and the Academic Council and Norco College (herein after the "College") to structure the processes and planned outcomes included herein through the end of the 2025-2026 academic year.

#### **Purpose**

The purposes of the Norco ETS Task Force shall be to: 1) advance anti-racism initiatives within the Norco College community; 2) promote cultural awareness; 3) endorse college initiatives for student, staff and faculty inclusion; 4) create and advance academic opportunities for educational and professional development; 5) and, as needed, initiate and/or facilitate communication between the student, faculty, professional staff and administration.

#### **Charge**

The ETS Task Force seeks to be a catalyst to develop and implement academic programming, services and opportunities for students, staff and faculty. The ETS Task Force aims to close student equity gaps by raising our collective consciousness by fostering an academic culture of ongoing improvement by promoting understanding and appreciation of the diversity of peoples whose cultures, languages and experiences have historically been devalued, ignored and erased from our educational, socio-cultural, socio-political national landscape.

#### **Guiding Principles and Assumptions**

Ethnic Studies offers students the opportunity to study the historical development and social significance of race and ethnicity in the United States and to develop the skills and knowledge necessary for success in an increasingly diverse environment.

- Contribute to building a seamless Ethnic Studies pipeline from high school through college and transfer pathways.
- Promote civic engagement, civic responsibility, and both self and collective empowerment.
- Advance cultural understanding of how historically marginalized and racialized communities have struggled, collaborated, and persevered in pursuit of equity, equality, and justice.
- Foster critical thinking and rigorous analysis of history, systemic oppression, systemic racism, unconscious bias, and cultural competency.
- Support and collaborate with student-led organizations focused on racial equity and social justice.
- Partner with college committees and institutional structures to review and revise policies and practices that may disproportionately impact low-income and historically marginalized populations.
- Contribute to the development and implementation of anti-racism initiatives across the California Community Colleges system.
- Promote and support professional development that deepens understanding of race, ethnicity, systemic oppression, and equity-minded pedagogy.

### **Guiding Principles and Assumptions**

- Assist in the development of innovative, equity-conscious teaching practices to improve student outcomes and learning environments.
- Contribute to the assessment of anti-racism initiatives by collecting data, measuring progress, and identifying areas for improvement.

### **Scope & Expected Deliverables**

- Provide written recommendations to the Institutional Effectiveness & Governance Council (IEGC), Academic Council and others to achieve the College's strategic goals.
- Seek external funding for initiatives and other resource needs related to the College's strategic goals.
- Provide an end-of-year report, as needed, to College constituencies.

### **Membership**

The membership of the Ethnic Studies (ETS) Task Force shall be comprised of the following campus representation as appointed by their constituency group:

- Ethnic Studies Faculty, Chair/Co-Chair
- Co-Chairs, TBD
- Director of Grants
- Dean of Instruction
- Student Services/EOPS Representative
- Classified Professionals
- Student Representatives (two – one voting, one non-voting)
- Guidance
- Diversity, Equity, Inclusion & Accessibility Committee Representative
- School of Applied Technologies & Apprenticeships Representative
- School of Business & Management Representative
- School of Communication, Humanities & Languages Representative
- School of Human & Public Services Representative
- School of Math, Engineering, Computer Science & Game Development Representative
- School of Natural Sciences, Health & Kinesiology
- School of Social & Behavioral Sciences Faculty Representative
- School of Visual & Performing Arts Representative

### **Meeting Time/Pattern**

The Task Force will meet in-person and/or virtually once a month throughout the academic year.

### **Roles of Chairs and Members**

The Chair/Co-Chair(s) are accountable to Academic Council to ensure continuity of dialogue between governance tiers. (Co-)Chairs are responsible for preparing agenda and facilitating meetings.

Members are recognized as stakeholders with important expertise and perspectives relevant to the strategic charge of the Norco ETS Task Force. Members are expected to actively attend and participate in all meetings, deliberations, and decision-making processes. While representing the perspectives of the constituency group to which they belong,

## **Roles of Chairs and Members**

members are expected to engage in effective dialogue with the intention of innovating, collaborating, and finding solutions to Task Force opportunities, concerns and initiatives.

## **Meeting Procedures and Expectations**

Meeting agendas are issued in advance of meeting times. Meeting agendas are organized to achieve milestones established in the charter and prioritize actions pending, actions required, and problem solving to move the work of the group forward. Either minutes or notes are taken to record the group's progress OR a final summary report will be submitted/posted.

Members endeavor to:

- appropriately prepare for meetings based on the meeting agenda.
- arrive promptly and stay for the duration of entire meetings.
- participate in a problem-solving approach where the interests of all participants are considered in developing proposals and recommendations and, where appropriate, distinguish between constituency versus college-wide perspectives.
- actively listen to engage in respectful and constructive dialogue.
- work with a spirit of cooperation and compromise leading to authentic collaboration.
- continue to progress with the members who are present at each meeting.
- follow through on tasks that are committed to outside of scheduled meetings.