



**Academic Council
Minutes for March 26, 2026**

12:50 - 1:50 pm

Zoom: <https://rccd-edu.zoom.us/j/89871849746?pwd=v3LyNQzXh58tJtJh6d1mnHzuwLsxUC.1>

Meeting ID: 957 4733 9920

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

Meeting Participants

Quinton Bemiller, Kylie Campbell, Silvio Castillo, Zina Chacon, Eric Doucette, Courtney Doussett, Ashley Etchison, Claudia Figueroa, Monica Gutierrez, Kim Kamerin, Alexander Lesueur, April Mejia, Roger Perez, Sandra Popiden, Jim Thomas, Daniel Turrubiarres, Sigrid Williams, Ashley Yoon

Committee Members Present

Quinton Bemiller, Kylie Campbell, Eric Doucette, Claudia Figueroa, Monica Gutierrez, Kim Kamerin, Alexander Lesueur, April Mejia, Roger Perez, Sandra Popiden, Daniel Turrubiarres, Ashley Yoon

Guest(s)

Stacy Miklavcic
Cody Jenson
Laura Adams

Recorder

Nikki Ballard

Call to Order

- 12:59pm

1. Action Items

1.1 Approval of Agenda

M/ April Yoon, S/ Monica Gutierrez; Approved by Consensus

1.2 Approval of [February Meeting Minutes](#)

M/ None , S/ None; **Approved by Consensus**

1.3 [Student Spotlight](#)- Hotep Audit (E. Doucette)

- a) Thomas Escalona- March nominee submitted by Cameron Young
- b) Rachid Ennadjia- April nominee submitted by Dana White
- c) Both nominees demonstrate what it takes to be a Student Spotlight winner.

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

1.4 Membership Nominations (Q. Bemiller)

- a) MECSGD Representative Vacancy
 - i) Stacy Miklavcic nominated
- b) SBS Representative Vacancy
 - i) Cody Jensen nominated

Both representatives approved

M/ K. Kamerin; S/M. Gutierrez; Approved by Consensus

- b) Classified Professional Representative Vacancy

- i) Still need someone. Everyone was asked to get the word out to fill this vacancy.

1.5 [2025-2030 Academic Council Charter Draft](#)

- a) Updates

- i) No additional changes have occurred on charter draft this month besides the membership names.
 - ii) Could approve today but will update the member names and place on next month's agenda for approval.
 - iii) Need correction for spelling of School AT&A instead of AT&P

2. Discussion Items

2.1 2026 Norco Institutional Self-Evaluation Report Draft (First Read)- ISER

- a) [Presentation Video](#)
- b) [Presentation Transcript](#)

- i) Played video with Dr. Tanisha James presenting on ISER.
 - ii) Dr. Laura Adams answered questions after viewing.
 - iii) Vital feedback needed from all the Councils
 - iv) [Norco ISER Report](#)

- 1 Focus on highlighted areas, especially in Standard 2. Provide feedback on accuracy and evidence gaps.
- 2 Focus on governance in Section 4. Making sure it reflects the people who work here.
- 3 Reevaluate the text presented under each question. The "Moving Forward" statements were written with the idea of this is where we thought your Council was going. These need to be evaluated for accuracy.
- 4 This report will be going to the Councils first, before being released campus-wide to faculty. Accreditation team wants to make sure it is accurate and in sync with where your Council is going and what your Council does.
- 5 Question brought up about utilizing an outside editor. Someone with a different perspective. It was perceived as a good idea, but there is no plan for that. No one has been assigned the editor role.

- 6 Highlight certain things that will draw attention to the visiting team, such as the development of Dual Enrollment and Rising Scholars. Need more evidence to support the programs that are doing well.
- 7 Web access is not great. A lot of broken links, and pages need updated.
- 8 Equity access. Need evidence disaggregated by race to show equal access. Data needs to be broken down, disaggregated by different groups because that's a requirement of ACCJC. A dashboard was created that might provide some evidence that needs looking into. Data exists, but does it show that equal access occurs? If evidence shows shortfalls in some areas, it is better to admit those and show the processes that are being implemented to correct.
 - D) Shout out to Dr. Laura Adams for writing the whole ISER herself.

2.2 Academic Council Priorities and Planning

- a) Dual Enrollment
 - i) College is going to have a faculty reassignment as a liaison to dual enrollment.
 - ii) Going to more schools as in person, adding more non-credit careers through dual enrollment.
 - iii) Two new alternative high schools are Pollard and Orange Grove- both in Corona.
- b) Analysis of the data
 - i) Where does the data live so analysis can be done.
 - ii) Bring the data from dashboard to APC Council, Academic Senate, and as an item for Academic Council.
- c) Council Items
 - i) Please add any items that you wish to discuss.
 - ii) AC as a group step up to fill in gaps to help the college stay focused on our strategic goals.
 - iii) This group will help us get to where we are trying to go.

3. Information Items

3.1 CPL Workgroup Update (S. Williams)

- a) Met on Tuesday- No update was provided

3.2 Rising Scholars Update (K. Campbell)

- a) The workgroup is revising the charter to reflect the closure of the CRC.
- b) Planning for Ally training and an Open House of sorts.
- c) Will bring changes back to the group for review.

3.3 SEM Update (Q. Bemiller)

- a) Making updates to its action plan or spreadsheet of tasks. Implementing goals and charting progress.
- b) Starting in summer- updating the SEM plan.
- c) Operation Enrollment Management group: scheduling meetings, reaching out strategically to certain students by phone, email, and text messaging. The IR office is polling the data to help with enrollment.
- d) 5% increase in FTS every year. This goal pushes us to reach out to more students to give them access.

3.4 Distance Education Committee Update (S. Popiden)

- a) DE Certification deadline by June 30, 2026, to teach hybrid or online next year.
[Online Teaching Certification and Resources](#)
- b) @ 1 has created three courses to enroll in for certification. Each course runs approximately 40 hours.
- c) Peer to Peer review allows seasoned DE instructors to submit a fully built online or hybrid course for peer review. The process takes about 5 weeks to complete after reviewer is assigned. If your course does not pass the review process, it allows for two weeks for revisions.
- d) Need certified reviewers. Please put the word out.
- e) RSI- ACCJC review courses for the semester. A lot of resources are available to help faculty. Norco College Distant Ed webpage, Design Plus templates, and Canvas Commons.
- f) Accessibility Deadline for all online content is April 2026.
[Accessibility](#)
 - i) Tools are available to help you. Run and address identified issues identified by Pote Tech and use Tidy-up to remove nonstudent facing content.

3.5 Assessment Committee Update (A. Mejia/E. Doucette)

- a) We need department chairs and discipline leads to submit PLO and SLO schedules- only have three that have been completed.
- b) Disciplines need to decide what standard emphasis will be. Open the platform right now.
- c) Canvas needs to come up with a system

4. Good of the Order

- a) Norco College Art Exhibit going on right now
- b) Student conference at UCR featuring Norco College Honor Students this weekend
- c) Mustang of the Month- a call out for more nominations

5. Adjournment 1:55 p.m.

Next Meeting

Date: Thursday, 04/23/26

Time: 12:50 – 1:50 pm

Location: [Zoom](#)