

NORCO COLLEGE

Academic Planning Chairs

December 3, 2021

8:30am - 11:00am

Zoom: <https://cccconfer.zoom.us/j/96912189235>

Present Committee Members (15)

Quinton Bemiller, Schools of Arts & Humanities and Social & Behavioral Sciences

Peter Boelman-Lopez, Social & Behavioral Sciences Department

Araceli Covarrubias, Arts, Humanities & World Languages

James Finley, Business, Engineering, & Information Technology Department

Teresa Friedrich Finnern, Science & Kinesiology Department

Alexis Gray, Social & Behavioral Sciences Department

Kim Kamerin, Arts, Humanities & World Languages Department

Farshid Mirzaei, Business, Engineering & Information Technology Department

Jeff Mulari, Mathematics Department

Ana-Marie Olaerts, Communications Department

Dan Reade, Communications Department

Jody Tyler, Science & Kinesiology Department

Steff Warsinski, Mathematics Department

Suzanne Witmer, Science & Kinesiology Department

Patty Worsham, Business, Engineering, & Information Technology Department

Absent: John Moore, Social & Behavioral Sciences Department

Jason Parks, Schools of Business & Management and STEM

Visiting: Vivian Harris, Sam Lee, Claudia Figueroa, Lisa Nelson, Juan Alvarez

1. Call to Order

1.1 Approval of Agenda M/J. Tyler, S/J. Mulari, approved unanimously

1.2 Approval of Minutes (11/05/2021) M/J. Finley, approved unanimously by consent

2. Action Items

2.1 APC Charter (Patty)

- APC added equity language
- Motion to approve APC Charter with added APC equity language - M/A. Gray S/A. Olaerts, approved unanimously

2.2 New Program/Discipline Creation Process (Patty)

- APC Discussed and revised draft during meeting. Goal is to keep it brief. Further discussion needed from non-CTE faculty. Recommended to be brought to Academic Council at this point to help identify future growth. Two-member subcommittee established to review; (P. Worsham/ K. Kamerin) and bring back revisions to APC at February meeting.

3. Standing Committee & Dean Reports

3.1 Academic Senate - standing committee report / see attached.

- Spring Hyflex; learning curve with complexities– requires training, recommendation to do only one.
- Study abroad revived/Judy Perry current Norco Representative.
- Dr. Green concerned with Enrollment. Push to Eliminate broad degrees that don't lead to occupation/transfer.
Discussion in guided pathways about the AOE's. Patty to reach out to Senate to present at APC.

3.2 Dean's Report

- OER / CCT. Proposal for stipends for faculty that transition to OER/CCT.
- Spring, district-wide/ \$500 debt limit in effect for students. Anyone owing more will be dropped or unable to register. Recommended to bring any questions/comments to Virgil Lee regarding this.
- Room conflicts for spring. Working on having enough designated rooms for usage. Chairs can contact Dean to ask what's needed for certain types of classes.
- Lists of students by major/email. Request for major to show up on canvas next to their email/Bemiller to check.
- Norco @ 67% /RCC @ 77% /MoVal @57% of target for winter. Pressure to have fuller classes for winter/spring; 15 to schedule in person and .6 for online courses. Per Dr. Lee, alright to change online for efficiency. May need to reassess spring. Suggested APC to reach out to Academic Senate and Faculty association for district wide guidance.
- Juan Alvarez–Grad ceremony at CRC Jan. 19th. @ 60 students getting multiple degrees including students invited from last year; possible livestream. Goal to increase dual enrollment; more student ambassadors. Reshaping Summer Advantage Program-more to com. New Outreach Specialist Kasey Boyer added.

3.3 Enrollment Management - No discussion

3.4 Faculty Association – Etrieve; Assoc. Faculty find it cumbersome. Chairs/Deans please check requests.

3.5 Program Review -For the future get report from committee

4. Discussion Items

4.1 APC/Pathmaker Retreat – Temecula Creek Inn – January 11-13, 2022 (Tentative)

4.2 EMP Goals & Objectives: Goal 2, Objective 2.3 – tabled for next APC February meeting

4.3 Ethnic Studies

- Scheduled for spring; very complex. Senate resolution being revised by the authors. English view/not cross-listing classes with ETS– concern is the cores are relevant to CSU’s. Discipline vote likely to come in spring since the ETS component is so different than English.

5. Information Items

5.1 Associate Faculty IOI’s Reminder – follow up with your faculty that they get done.

6. Good of The Order (11:19am)

Next meeting
March 11, 2022
8:30AM - 11:00AM

Educational Master Plan Goals & Objectives

Goal 1: (Access) Expand college access by increasing both headcount and FTES.

- Objective 1.1: Go from 7,366 to 8,759 total FTES
- Objective 1.2: Go from 14,624 headcount to 16,581 total headcount
- Objective 1.3: Expand enrollment with strategic groups (Dual Enrollment, International, Online, California Rehabilitation Center, Veterans, etc.)

Goal 2: (Success) Implement Guided Pathways framework.

□ **Objective 2.3: Decrease AA degree unit accumulation from 88 to 74 total units on average**

Goal 7: (Programs) Become the regional college of choice by offering a comprehensive range of programs that prepare students for the future and meet employer workforce needs.

- Objective 7.1: Develop comprehensive breadth of academic programs
- Objective 7.2: Develop Career & Technical Education programs and industry credentials related to regional needs
- Objective 7.3: Develop and implement plan for noncredit and noncredit- enhanced programming

Goal 9: (Workplace/Employees) Expand workforce to support comprehensive college and develop/sustain excellent workplace culture

- Objective 9.6: Develop strategy and work collaboratively with the district to increase the proportion of full-time faculty toward the 75/25

APC 12/5 Meeting: Standing Committee Report from Patty Worsham

Academic Senate Meeting 11/1 Notes:

Open Hearing

-Sarah: Wants to see if Senate would like to host a faculty gathering. Concerned that faculty are losing their joy of teaching and thinks it would be good if we came together and reminded ourselves of why we love to teach. Would like to get ahead of this curve. Concerned about the fracturing of our faculty. A support moment. Saran, Dan and Star will coordinate an evening event but faculty asked for a daytime event as well. Perhaps meeting #1 with just faculty and meeting #2 invite administrators.

Melissa- Meeting creep. Ask when setting meetings adhere to the meeting settings and get back to having meetings during college hours. Seems like meetings are getting long and on Fridays. Will the sick time for all overload be reported on a separate line item?

Sarah-Also load bank- can this also be reported on our paychecks?

V. CTA Report

-Araceli: faculty sick leave will be updated on the next paychecks. District is creating a report for each faculty member on the sick leave that's been accumulated over time.

VI. Action Item: Approval of Haley Ashby to Serve On the Leading from the Middle Workgroup (VLee and Melissa Bader)

-motion voted and approved.

VII. Action Item: Consideration of the Charter for the Library & Learning Resource Center Advisory Committee (VLee and Vivian Harris, Faculty Co-Chair of LLRCAC)

The LLRCAC is asking the Senate to approve the Charter document the committee created.

VIII. Action Item: Timeline for Senate Sub-Committees to Submit Charters (VLee) The Senate will consider setting a timeline for its sub-committees to submit their charters for approval.

-There are nine charters that Senate needs to receive and approve. Propose that the charters be due to Senate by March 21 for a first draft with a goal of having all the charters in place by the end of the spring semester. Recommendation that there be a standard time when these Charters are required. This go-around is a bit more lengthy because this is the first time these Charters have been created.

IX. Action Item: ~~Establishment of Guidelines for Addressing Colleagues In Senate Meetings (VLee)~~

~~The Senate will consider adopting guidelines for addressing colleagues during Senate meetings.~~ Dropped from today's meeting pending going back to departments first for feedback then back to Senate.

X. Action Item: Prioritization of Music and Music Industry Studies (Kim Kameran, Chair of the Department of Arts, Humanities, and World Languages)

The Senate is being asked to formalize the prioritization of Music and Music Industry Studies in future facilities decisions.

-Motion: The Norco College Academic Senate resolves that the disciplines of Music and Music Industry Studies should receive priority in future facilities discussion until adequate and professionally appropriate instructional spaces are secured (using NAFME and other professional organizations' standards for guidance). This is a follow up from the last meeting. There's board support. No comments or discussion. Unanimously approved.

XI. Officer Reports

1. A. Secretary/Treasurer (K. Kamerin) no report
2. B. Vice-President (K. Bell) no report
3. C. President (V. Lee) a. [Schedule Production Timeline for Winter and Spring of 2023](#)

2022 SUM/FAL Schedule of Classes Production

Important Dates

2022 Summer Session	June 20 – July 29, 2022
Holiday(s)	July 4, 2022
2022 Fall Semester	August 22 – December 17, 2022
Holiday(s)	September 5 & November 11, 2022
Classes not in session	November 21 – 27, 2022

2022 Summer and Fall

01/21/22	IPSCs complete roll-specific curriculum updates
01/24/22	IT performs section roll
01/24/22-04/08/22	Colleges follow local process for schedule development
04/08/22	22SUM/FAL Schedule Finalized
04/11/22	ISC/IPSC generate paired course data and provide to Strategic Communications as necessary
04/15/22	IT generates links to Schedule Lite
04/18/22	22SUM/FAL Schedule published to web
05/02/22	22SUM/FAL - Priority Reg Group I

1.

Tentative 2023 WIN/SPR Schedule of Classes Production

Important Dates

2023 Winter Session	January 3 – February 9, 2023
Holiday(s)	January 16, 2023
2023 Spring Semester	February 13 – June 9, 2023
Holiday(s)	February 17, 20; March 31; May 29, 2023
Classes not in session	April 10 – April 16, 2023

2023 Winter and Spring

06/24/22	IPSCs complete roll-specific curriculum updates
06/27/22	IT performs section roll
06/27/22-10/07/22	Colleges follow local process for schedule development
10/07/22	23WIN/SPR Schedule Finalized
10/10/22	ISC/IPSC generate paired course data and provide to Strategic Communications as necessary
10/14/22	IT generates links to Schedule Lite
10/17/22	23WIN/SPR Schedule published to web
10/31/22	23WIN/SPR - Priority Reg Group I

-Virgil- Ethnic Studies resolution. Virgil sent it to APC because there were some alarming concerns in their, the dual FSA requirement. APC had similar concerns. It's now gone back to those faculty members and Senate will presumably bring back some revision of that document.

- Norco has the lowest number of classes covered by FT faculty members so this could be a good thing for us in terms of FT hirings.

-Technology center coming into Jurupa valley. It's for CTE driven. Earn to Learn. Senate concerned that this just came to Senate and we weren't brought into this conversation sooner. This district was involved with this decision and that now leaves us wondering who will be running this center.

-District DE Chair position. The district is open to this and a job description is being reviewed.

-Study Abroad program has been revived.

-There's concern about the amount of reassigned work being done by faculty. About 70 faculty members on reassigned time. In many cases the people on reassigned are also teaching to .6 on overload. These people are reassigned to other duties but are also teaching. They want to keep teaching because they want to stay connected to their students. Discussion: Rather than hiring 3 new Vice Chancellors that money could be better spent hiring directors at the college level. Our College Administrators are way over worked as well and we just can't keep doing things the way they're being done. What's being spent on soft money? At DSPC the Chancellor proposed 14 new positions at the district level and the Senate pushed back on that and that stopped the approval of that. Growing the district and seem to be taking everything out of the college.

-Question about course caps? How will the Chancellor be addressing course caps and how will equity be integrated into this?

2:45 PM XII. College Reports

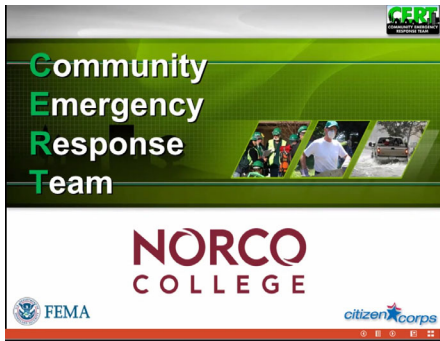
1. A. President of the Associated Students (Samia Irfan). Halloween event was very successful.
2. B. College President (Monica Green) Dr. Green: Norco College has been named the 2021... Lots of discussion on campus housing. Gathering information on this and applied for funding on the state on funding for planning.
3. C. Vice President of Academic Affairs (Sam Lee) Dr. Lee: ASNC we're looking into the costs of third-party textbooks through a variety of courses. 25 students who are enrolled 12-15 units, look up their courses and look up their list of texts to summarize their costs by title/ total and get that out there for a discussion.

2:55 PM XIII. Standing Committees & Liaisons Reports

1. A. Academic Senate Standing Committees:
 - APC: no report- we meet this coming Friday.
 - Assessment- going through Nuventive update. Not by choice- just have to go with it. Transitioning to a new version which will look totally different and will require training. Use the form to complete assessment since everything has to be input in the new version. Exploring the possibility of moving into Canvas.
 - Curriculum- concerned about the Ethnic Studies FSA issue and shouldn't bypass curriculum.
 - FPDC- they are modernizing the FLEX proposal process moving to Microsoft forms. Exploring spring FLEX ideas.
 - Library/LRC- Read to Succeed event this coming Thursday. Still have a shortage in tutors (ACC, ANT, BIO, CHEM, CIS, ECO, ENG, ENE, GEO, MAT, PHY)
 - TLC: Had two successful events.
2. B. Academic Senate Liaisons: See minutes

XIV. Discussion Item: CERT Program (Sigrid Williams, CTE Liaison to the Academic Senate)

The Senate's CTE liaison will share information about a non-credit Community Emergency Response Team certificate course that will be offered to College stakeholders and community members.



XV. Discussion Item: Hyflex Classes (Sarah Burnett)

Sarah Burnett will share some of her experiences teaching hyflex classes this term and discuss some issues around teaching hyflex classes at the College in future terms.

-Demonstrated how the hyflex works. Presented from the classroom. There's a lot involved with teaching in a hyflex room and there needs to be a conversation on this as well as a task group and training before faculty sign up to teach hyflex. This takes time and planning. There was some odd background noise. Always managing what you're taking the students into. There's a push to bring this on board this spring but Sarah demonstrated to us that there some things that need to happen first before a faculty member takes on a hyflex class. We need to put together an exploratory group and own that this is something that students will want going forward

Academic Senate Meeting 11/15 Notes:

IV. Open Hearing - No items.

V. CTA Report

VI. Discussion Item: Zero Textbook Costs (ZTC) Issues (Sarah Burnett, OER Committee Liaison)

The OER Committee is asking for approval of the [ZTC definition](#) and [ZTC icon](#) proposed by the District OER Committees/Workgroups. See minutes.

VII. Action Item: Consideration of the [Charter for the Library & Learning Resource Center Advisory Committee](#) (VLee and Vivian Harris, Faculty Co-Chair of LLRCAC) (*second read*)

The LLRCAC is asking the Senate to approve the Charter document the committee created and approved. Back for a second read based on revisions made based on first-read feedback. No additional feedback. Approved.

VIII. Action Item: Consideration of the [Charter for the Assessment Committee](#) (VLee and Ashlee Johnson, Faculty Chair of the Assessment Committee) (*first read*)

The Assessment Committee is asking the Senate to approve the Charter document the committee created and approved.

IX. Action Item: LGBTQIA+ [Pride Center Resolution](#) (Cameron Young, Chair of LGBTQ+Advocates Committee)

The Senate is being asked to support a resolution in favor of establishing a future LGBTQ program with a Pride center and dedicated academic Counselor.

X. Officer Reports

1. A. Secretary/Treasurer (K. Kamerin) No report
2. B. Vice-President (K. Bell) No report
3. C. President (V. Lee). Mark Lewis resigned from the Study Abroad committee because it was a bit different than what he anticipated. Will elect someone to replace his position. The District is committed to hiring 13 new district people at a cost of \$1.9m. The Chancellor states that the District office is overwhelmed. This proposal only considers District needs without consideration for college needs. Even the funding for the District is odd- they take their money off the top before colleges get their share. The other problem is we are going into a budgetary crisis with enrollment problems so why on earth would we dramatically increase the size of the District office? This seems wrong. Wrong time and has not presented the right data. Why the urgency? Next year we'll likely be in a crisis situation with enrollment. The last time we had a budgetary crisis PT faculty and Classified Professionals were the ones most affected.

2:25 PM XI. College Reports

1. A. **President of the Associated Students (Samia Irfan)** 340 students applied for the scholarship. Working on faculty parking be available to students after 5:30PM.
2. B. **College President (Monica Green)** Enrollment is of particular concern. Meeting with respective school districts. Last week met with CNUUSD's executive team. For instance, 2020 dual enrollment: 1360; 2021: 708. Almost a 50% reduction in dual enrollment students. Norco Advantage is a bridge (HS to CC). Promise program brings in 21% of those students. Losing our male students. Females out number males by 2/3. Also losing our students of color and under-represented populations. Go see the new VRC if you haven't had a chance to stop by over there. Question: What is the District doing to bring enrollment back? Marketing- they have been marketing. Also trying to auto-admit students at the high schools. Ultimately auto-enroll.
3. C. **Vice President of Academic Affairs (Sam Lee)** Today we're at 33% of our Winter target. Encourage faculty to encourage faculty this week with specific recommendations to enroll. Question: how are we restoring trust in students. We are paying for ads on social media (first time we've done this). We have \$150k in funding to devote to marketing. We've cancelled as few classes as possible. Hope we can keep doing this as we move forward. We're also looking into incentives. More discussion coming on this as this brainstorming idea starts to unfold. Question: What are our retention strategies? Once we lose students midway through the term we don't really have a process for reaching out to them but is worth looking into. The District is looking at using the HERF funds to help pay down student debt.

2:35 PM XII. Standing Committees & Liaisons Reports

1. A. Academic Senate Standing Committees:
 - APC- no report. See summary notes.
 - Assessment- looking at integrating Canvas and Nuventive. Please continue assessing using the form.
 - Curriculum,
 - DE: Techsmith is no longer available. Migrated to a new video support platform. Looking at IOI availability in Canvas. HyFlex training went well last week and a good turnout.
 - FPDC- Spring flex, link for proposing ideas is in the chat. Feb 11, 2022. Just one day of FLEX this year.
 - LGBTQ+:
 - Library/LRC: Read 2 Succeed Author Appearance Video
<https://www.youtube.com/watch?v=tBkuQg3C0Ho>

Make an Appointment with a Librarian

<https://norcollege.libcal.com/appointments?lid=2604&g=5088>

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Program Review, TLC

2. B. Academic Senate Liaisons: Accreditation, CSEA, CTE, DBAC, DEMC, Guided Pathways, Prison Education Program, Equity, OER, PGSL

XIII. Action Item: Retroactive Approval Equity-related Training (Dana White, Chair of FPDC)

FPDC will discuss the retroactive approval of equity-related training during [2021 Fall FLEX](#). Up to 6.15 hours of equity credit from Fall FLEX. If faculty attended any of these meetings it will automatically be updated in Flex Track

XIV. Discussion Item: Awareness of the Area of Emphasis (AOE) Conversation Happening Within RCCD (Amy Kramer, Jethro Midgett, and Erin Spurbeck; Counselors)

The Counseling discipline would like to provide some background about AOE's and highlight discussions about AOE's happening within the District administration. This directive is coming from District but we don't know why. What is the push for this? : This has been a topic of conversation in Guided Pathways for quite some time. The majority of our degrees granted are AOE's but the aggregate data makes it look like we have very little math / science and social scient majors. So when we look at our data it isn't real clear. There's a push to eliminate broad degrees that don't lead to a particular occupation for transfer. The issue is students work at say Kohls and earn 3,4,5 degrees from here and yet this doesn't move the needle on employment for them. Why is that? Keep in mind the value added and what value these degrees add for students. For example, there's a gap for Engineering students. AOE's are the CC version of Liberal Arts study. Interdisciplinary Studies. The question being asked is whether AOE's should be part of future RCCD catalogs. We're not really using our AOE's as they were intended. For some areas, if we got rid of an AOE then we don't have an ADT to put them on.

WHAT IS AN AOE?

Students may earn an AA/AS degree with an emphasis in one of the eight areas of emphasis and enter the workplace or transfer to a four-year institution with enhanced skills in critical thinking and written and oral communication.

Students intending to transfer to a bachelor degree granting institution can use one of these eight areas to fulfill many lower division major requirements while taking additional transferable courses in closely related areas of study.

5 CCR § 55063
§ 55063.
Minimum
Requirements for
the Associate
Degree.

- (a) Requirements for a major or area of emphasis.
- (1) At least 18 semester or 27 quarter units of study must be taken in a single discipline or related disciplines, as listed in the community colleges "Taxonomy of Programs," or in an area of emphasis involving lower division coursework which prepares students for a field of study or for a specific major at the University of California or the California State University.

[https://govt.westlaw.com/calregs/Documents/0A0D2700ECD14735B411676D23F9262F?transitionType=Default&contextData=\(sc=Default%29](https://govt.westlaw.com/calregs/Documents/0A0D2700ECD14735B411676D23F9262F?transitionType=Default&contextData=(sc=Default%29)

XV. D

Our Current AOE's

- Administration And Information Systems (NAA494/NAA494B/NAA494C)
- Communication, Media And Languages (NAA495/NAA495B/NAA495C)
- Fine And Applied Arts (NAA496/NAA496B/NAA496C)
- Humanities, Philosophy And Arts (NAA497/NAA497B/NAA497C)
- Kinesiology, Health And Wellness (NAA498/NAA498B/NAA498C)
- Social And Behavioral Studies (NAA499/NAA499B/NAA499C)
- Math And Science (NAS493 /NAS493B/NAS493C)

Things to Consider

Cal Poly Pomona –
Computer Science transfer

Nursing student

Too broad

Student receives 5 AOE's with no
trajectory change

Where do we go from here

Activate Windows
Go to Settings to activate Windows.

	iR:Tr.a.
Business Administration for Transfer CSUGE	567
Psychology for Transfer CSUGE	524
Math & Science	483
Psychology for Transfer IGETC	414
Business Administration for Transfer IGETC	396
Math & Science- Plan B	384
Math & Science- Plan C	379
Biology for Transfer IGETC	365
Computer Science for Transfer IGETC	329
Bus Admin-General Business Concentration	297
Kinesiology, Health & Wellness	296
Social & Behavioral Studies	290
Pre-Engineering IGETC	269
Biology for Transfer CSUGE	256
Early Childhood Education	193
Early Childhood Education for Transfer CSUGE	193
BusAdmin-Accounting Concentration	184
Administration of Justice for Transfer CSUGE	171
Sociology for Transfer CSUGE	168
Administration & Information Systems	160
CIS-Computer Programming	157
Fine & Applied Arts	156
Electrician	155
Social & Behavioral Studies- Plan C	149
English for Transfer CSUGE	148
Social & Behavioral Studies- Plan B	141
BusAdmin-Management Concentration	139
Communication Studies for Transfer CSUGE	129
Child and Adolescent Development for Transfer CSUGE	123
Kinesiology for Transfer CSUGE	121
Pre-Engineering CSUGE	119
History for Transfer CSUGE	117
Communication, Media & Languages	101
English for Transfer IGETC	96
Game Design	96
Pre-Engineering	94
Administration of Justice-Crime Scene Investigation	90
BusAdmin-Real Estate Concentration	85
Communication Studies for Transfer IGETC	84
Sociology for Transfer IGETC	84
History for Transfer IGETC	79
Construction Technology	77
Mathematics for Transfer CSUGE	77
Humanities, Philosophy, & Arts	74
Political Science for Transfer IGETC	73
Administration of Justice for Transfer IGETC	72
Chemistry for Transfer IGETC	71

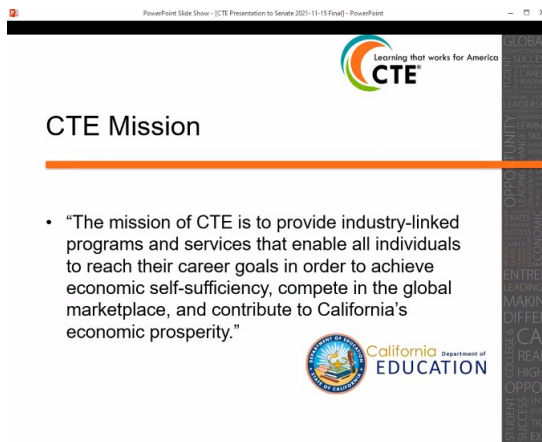
Unit	Unit Title	Units
9	Studio Arts for Transfer CSUGE	71
0	Mathematics for Transfer IGETC	58
1	Business Administration-Logistics Management	57
2	Early Childhood Education for Transfer IGETC	56
3	Game Programming	55
4	Music Industries Studies: Audio Production	53
5	Drafting Technology	52
6	Child and Adolescent Development for Transfer Igetc	51
7	Arts: Graphic Design	49
8	Political Science for Transfer CSUGE	49
9	Real Estate Salesperson and Transaction	49
0	Spanish for Transfer CSUGE	49
1	MFG -Computer Numerical Control Programming	47
2	Administration & Information Systems- Plan C	46
3	Studio Arts for Transfer IGETC	45
4	Logistics Management	40
5	Kinesiology for Transfer IGETC	38
6	Kinesiology, Health & Wellness- Plan B	38
7	Fine & Applied Arts- Plan B	36
8	Early Childhood Education-Assistant Teacher	32
9	Anthropology for Transfer CSUGE	31
0	Electrician Apprenticeship	31
1	Business Admin-Entrepreneurship Getting Started	29
2	Game Art: Character Modeling	29
3	Humanities, Philosophy, & Arts- Plan C	29
4	Physics for Transfer IGETC	29
5	Spanish for Transfer IGETC	29
6	Administration & Information Systems- Plan B	27
7	C++ Programming	27
8	Fine & Applied Arts- Plan C	26
9	Humanities, Philosophy, & Arts- Plan B	26
0	Anthropology for Transfer IGETC	24
1	Architectural Graphics	24
2	Early Childhood Education-Twelve Core Units	24
3	Music Industry Studies: Audio Production	21
4	Communication, Media & Languages- Plan B	19
5	Digital Electronics	18
6	Early Childhood Intervention	18
7	Industrial Automation	18
8	BusAdm: Individual and Small Business Income Tax Preparer	16
9	BusAdm: Small Business Accounting	15
0	Manufacturing Technology- Industrial Automation	15
1	Communication, Media & Languages- Plan C	14
2	Philosophy for Transfer IGETC	14
3	Philosophy for Transfer CSUGE	13
4	Business Administration-Logistics Management concentration	12
5	Engineering Graphics	12
6	Facility Maintenance	1-2 -

program_desc	Count
6 Facility Maintenance	12
7 3D Mechanical Drafting	11
8 Physics for Transfer CSUGE	11
9 Early Childhood Education - Plan B	10
10 Environmental Science for Transfer IGETC-STEM	10
11 Music Industry Studies: Performance	10
12 GameArt: Environments& Vehicles	9
13 Kinesiology, Health & Wellness-Plan C	9
14 Electronic: Green Technician	8
15 3D Game Modeling and Animation	7
16 BusAdm: Small Business Payroll Accounting	7
17 Business Information Worker	7
18 Computerized Numerical Control (CNC) Operator	7
19 Electrician - Plan B	7
20 Music for Transfer CSUGE	7
21 BusAdmin-Accounting Concentration - Plan B	6
22 CIS-Computer Programming-Plan C	6
23 Construction Management	6
24 Entrepreneurship: Legal and Finance	6
25 Music for Transfer IGETC	6
26 Art History for Transfer CSUGE	5
27 BusAdmin-Accounting Concentration - Plan C	5
28 BusAdmin-Real Estate Concentration - Plan B	5
29 Manufacturing: Computer-Aided Production Technology	5
30 Music	5
31 BusAdmin-General Business Concentration - Plan C	4
32 BusAdmin-Management Concentration -Plan C	4
33 Business Administration-Logistics Management - Plan B	4
34 Business Administration-Logistics Management - Plan C	4
35 CIS: Graphic Design - Plan C	4
36 CIS-Computer Programming-Plan B	4
37 DraftingTechnology-Plan C	4
38 Game Design - Plan B	4
39 Game Programming- Plan C	4
40 Supply Chain Automation	4
41 BusAdmin-Management Concentration -Plan B	3
42 CIS: Graphic Design - Plan B	3
43 Conventional Machine Operator	3
44 Early Childhood Education - Plan C	3
45 Early Childhood Intervention - Plan B	3
46 GameArt:Character Modeling-Plan C	3
47 Game Design -Plan C	3
48 Apprenticeship: Manufacturing Technician 2	2
49 BusAdmin-General Business Concentration - Plan B	2
50 BusAdmin-Real Estate Concentration - Plan C	2
51 CIS-Java Programming	2
52 Construction Management - Plan B	2
53 Drafting Technology- Plan B	2

16	Game Art: Environments and Vehicles	2
17	Game Concept Art	2
18	Game Development Core	2
19	MFG -Computer Numerical Control Programming - Plan B	2
20	Music Industry Studies: Audio Production - Plan C	2
21	Accounting Basics for Small Business	1
22	Apprenticeship: Manufacturing Technician 1	1
23	Art History for Transfer IGETC	1
24	Business Administration: Human Resources	1
25	Customer Relations	1
26	Electrician - Plan C	1
27	Game Programming - Plan B	1
28	Infant & Toddler Specialization	1
29	Manufacturing Technology - Industrial Automation - B	1
30	Mfg -Computer Numerical Control Programming - Plan C	1
31	Music - Plan B	1
32	Music - Plan C	1
33	Retail Management, WAFC	1
34	Web Development: Full Stack	1
35		

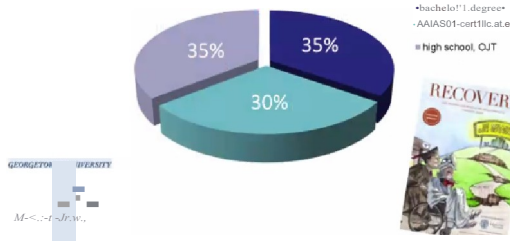
**Discussion Item: Introduction to the CTE Program
at Norco College (Sigrid Williams, Academic Senate CTE Liaison)**

The Senate’s CTE Liaison will give a presentation about the CTE Program at Norco College. Background materials for this presentation include the 2021-2022 [CTE Handbook for RCCCD](#), [CTE Sectors](#), [CTE Standards](#), [Workforce Pathways Guiding Principles](#), and the [Indispensable Institution](#).





Percentage of Job Openings by Educational Obtainment in 2025



The 1:2:7

What is the 1:2:7 Ratio?

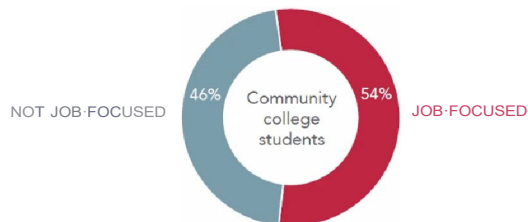
1 For every occupation that requires a master's degree or more ...

2 Two professional jobs require a university degree, and ...

7 There are over half a dozen jobs requiring a 1-year college certificate or 2-year degree.



Community College Enrollment by type of program, 2019





CTE Deliverables

Those involved in GTE were **more satisfied** than those not involved in GTE with regards to their:

- | | |
|---|---|
| <i>Overall education experience</i> | <i>Quality of faculty</i> |
| <i>Quality of the classes</i> | <i>Opportunities for internships</i> |
| <i>Opportunities to explore different careers of interest</i> | <i>Ability to learn real-world skills</i> |
| <i>Ability to begin preparing for and get a leg up on your career</i> | <i>Opportunities to make connections and network with employers</i> |
| <i>Opportunities to earn credits towards a certification</i> | <i>Social life opportunities</i> |

STUDENT COLLEGE SUCCESS OPPORTUNITIES LEAD TO DIFFERENT RESULTS



Community College Journal of Research and Practice

CTE learners compared to non-CTE learners are significantly more likely to enroll in and complete their college programs.

They are also more likely to earn post-secondary credentials.



US Dept. of Education Classification of Instructional Programs

Academic Education	Occupational Education
Visual and Performing Arts	Agriculture and Natural Resources
Humanities	Business and Marketing
Interdisciplinary Studies	Communications and Communication technologies
English	Computer and Information Sciences
Natural Sciences and Math	Consumer Services
Social Sciences and History	Education
	Engineering, Architecture and Science technology
	Health Sciences
	Protective Services
	Public, Legal and Social Services
	Manufacturing, Construction, repair and transportation



CTE Disciplines at Norco College

21+ Programs/Disciplines

- AS/AA/ADT
- Certificates
- Noncredit

Accounting, Admin./Justice, Business, Computer Applications, Computer Information Systems, Construction, Architectural Drafting, Dance, Early Childhood Education and Special Education, Electrical, Engineering, Entrepreneurship, Gaming, Human Relations, Manufacturing, Music/Media Arts, Performance Arts, Management, Marketing, Real Estate, and Automated Warehousing



CTE Program Awards + 8 Noncredit

Print Award Summary

Page 1 of 2 (12 items)

	Annual 10/6 ZOI9 Award Count	Annual ZOI10/20 Award Count	Annual 2020-2021 Award Count
El Non-credit Total	905	890	
Associate in Science for Transfer (A.S.) Degree			
Associate in Arts for Transfer (A.A.) Degree			
Associate in Science (A.S.) Degree	111	111	115
Associate in Arts (A.A.) Degree	11	36	11
Certificate (30 to 60 semester units)	111	111	143
Certificate (18 to 30 semester units)			
University of the Pacific (UOP) Certificate			
Certificate (16 to 18 semester units)			
Certificate (12 to 15 semester units)			
Certificate (6 to 18 semester units)			



Generated

CT

Primary Section	Enrolled	FTE	FTE/FTE	WSCH/FTE
Art, Hum. & World Languages	63	11.8	1.50	11
Bus. Eng. & InfoTech	12	2.81	281.1	11
Social & Behavioral Sciences	3,37			11

GE

Primary Section	Enrolled	FTE	FTE/FTE	WSCH/FTE
Art, Hum. & World Languages	3,380	199.0	11.0	11
Bus. Eng. & InfoTech	9	3	11.0	11
Communication	182	5,225	782.9	57.74
Math & Science	183	5,627	567.0	37.20
Social & Behavioral Sciences	7	19.59	2,375.2	193.57
			12	41



Additional Workload Requirements for CTE

Two-year program review rule

- Demonstrating labor market viability and program relevance.

Accreditation Requirement

- Institutional set a standard for CTE graduates to ensure relevant job placement after graduation.

Advisory Boards

- Perkins advisory board, and industry advisory boards (regional consortiums and state boards).

Program updates

hardware and software updates, lab equipment maintenance, maintaining industry certifications and licenses, etc.



ASCCC - CTE Expectations

Communicate with local senate, local campus CTE faculty, and noncredit faculty regarding statewide CTE concerns relevant to your college

Attend local senate meetings and report as needed about statewide issues of concern in CTE

Facilitate local and regional CTE discussions

Identify CTE issues of concern locally or regionally

Identify CTE issues of concern locally or regionally

Communicate the Board of Governors Task Force on Workforce, Job Creation, and a Strong Economy recommendations and panel recommendations to implement system-wide policies and practices that may significantly affect career technical education programs

Create a mechanism to communicate with CTE faculty on your campus about issues of common concern

Serve as a conduit between the local CTE faculty and the CTE Leadership Committee representative in your area

Identify CTE faculty at your college and in your region to serve locally and statewide on committee and task forces



Recommended Faculty Hiring

2021-2022

2020-2021

MJISFLJMMJiiEiPM

Ethnic Studies	Counselor	Psychology	English
Chemistry	Counselor	Chemistry	Political
librarian	Counselor	Math-	Communication
Counselor	Counselor	Statistics	sChemistry
English	Counselor	Gaming	Counselor
		Physics	

Academic Council Meeting 11/18 Notes:

Meeting Notes:

1. Call to order
2. Formal or informal address of members during meetings
 - a. Recommendation was made to form a work group among the College Council to investigate this issue to help identify systemic issues that may exist.
3. Enrollment

Enrollment Update as of 11-18-2021

COLLEGE	TERM	SECTION	HEAD COUNT	FT HEAD COUNT	%FT HEAD COUNT	PT HEAD COUNT	%FT HEAD COUNT	HEAD COUNT PER SECTION	ENROLL	AVG UNITS	FTEs	MAX FTEs	% of MAX FTEs	TARGET	% of TTL FTEs	% of TARGET	TARGET DIFF FTEs	FT
NC	SUM	164	3359	7	0.2%	3341	99.5%	20.5	4287	4.4	539	786	69%	663	2%	81%	-124	4
	FAL	773	9153	2694	29.4%	6526	71.3%	11.8	19493	8.2	2365	3639	65%	3315	9%	71%	-950	1
	WIN	180	1438	2	0.1%	1754	122.0%	8.0	1766	4.5	260	874	30%	564	1%	46%	-304	4
	SPR	803	9508	2799	29.4%	6779	71.3%	11.8	19862	8.2	2400	3644	66%	2967	9%	82%	-568	1
NC TOTAL	2021-22	1,920	23,458	5,502	23.5%	18,400	78.4%	12.2	45,408	6.7	5563	8943	62%	7509	22.0%	74%	-1946	4

Chairs Scheduling Guidance for Winter and Spring 2022 (As of 11/18/21)

- Schedule to meet projected student demand, similar to how we scheduled in Fall 2021.
- Schedule as many F2F sections as you think will fill.
 - We want to continue to offer a comprehensive selection of F2F classes, even if there are a minimal number of sections in a discipline.
- Avoid scheduling whole disciplines OL.
 - If it is warranted and in the best interests of all students to schedule an entire discipline OL, advance approval from VPA is required.
- Keep scheduling decisions student centered.
- Follow the daily enrollment trends and adjust mode and offerings to meet student demand.

Chairs Scheduling Guidance for Winter and Spring 2022 (As of 11/18/21)

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Enrollment Management Strategies for Spring 2022

Recovering student enrollments lost due to the pandemic continues to be a top priority at the College. The following activities are unc 2022 enrollment:

- Increased outreach to our high schools to promote dual enrollment, including:
 - Tabling and Application and Financial Aid/Promise workshops on each high school campus. Recruiting on high school campus at: Eleanor Roosevelt High School, Corona HS, Santiago HS, Norco HS, Centennial HS, Norte Vista HS, La Sierra HS and Jurupa \ Approximately 600 student served.
 - Tabling at Norco College Weekly to encourage students to sign up for Financial Aid and Spring classes.
 - Holding office hours for application and financial aid help.
 - Community Events: Good Morning Corona, Riverside Chamber College and Career Day, Cal S.O.A.P, ELR presentation with ap

This document included in Sigrid's overview/ summary notes.

1. Resource Prioritization
 - a. Dr. Lee shared with us where we are at today with our resource requests. 3 categories to review: Items, Budget Requests and Faculty requests. After resources are identified in Program Review, the Deans get together with department chairs about what can be funded or approved right away based on funding sources. These are items that can get funded right away (Perkins, HEERF, Lottery, SWP general, etc.) Lots of discussion on how and who should be involved in the ranking of these items. Required SMEs to advocate for their items. Taskforce on Prioritization developed:

Jason Parks Dan
Reade Azadeh
IglesiasRochelle
Duran

2. Review of AC Charges and EMP Objectives- tabled due to lack of time
3. Call for workgroup members:
 - a. Prioritize IEGC charges and EMP objectives- tabled due to lack of time
 - b. Bachelor's degree potential and feasibility- tabled due to lack of time
4. Information reports- no report. For Winter 5 classes will be offered at the CRC. A graduation is coming up on January 19. Doing it with Pitzer where half of their graduation are Norco students.
5. Good of the order