NORCO COLLEGE

Academic Planning Chairs Minutes
Nov. 4, 2022
8:30am - 11:00am
Location: OC-116 and Zoom: https://rccd-edu.zoom.us/j/84545886049

Minutes

Present Committee Members (17)

Quinton Bemiller, Schools of Arts & Humanities and Social & Behavioral Sciences
Peter Boelman-Lopez, Social and Behavioral Sciences Department
Peggy Campo, Schools of Business & Management and STEM
Araceli Covarrubias, Arts, Humanities & World Languages
Teresa Friedrich Finnern, Science & Kinesiology Department
Alexis Gray, Social & Behavioral Sciences Department
Marisa Iliscupidez, Counseling Department
Kim Kamerin, Arts, Humanities & World Languages Department
Farshid Mirzaei, Business, Engineering & Information Technology Department
John Moore, Counseling Department
Jeff Mulari, Mathematics Department
Ana-Marie Olaerts, Communications Department
Judy Perry, Business, Engineering, & Information Technology 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

Visiting: Sigrid Williams, Vivian Harris, Haley Ashby, Laura Adams, Brittnee Quintanar,
Kimberly Bell, Melissa Bader

1. Call to Order

1.1 Approval of Minutes (10/14/22) – M/A. Gray, S/T. Friedrich Finnern, unanimously approved
1.2 Approval of Agenda – M/T. Friedrich Finnern, S/J. Moore, unanimously approved

2. Action Items

2.1 Faculty Ranking with Presentations (Worsham)

- Sigrid Williams (ADJ) – Handout and Presentation
- Laura Adams (PSY) – Presentation
- John Moore (GUI)
- Vivian Harris (LIB) – Prezi presentation & video
- Discussion – New Faculty Request Prioritization Worksheet 2022
  - APC ranked and voted:
    - 1 - ADJ Faculty

- o 2 - Psychology Faculty
- o 3 - Counselor- General
- o 4 - Librarian- Outreach
- o 5 - Counselor- General
- o 6 - Counselor- Special Programs
- o 7 - Counselor- Veterans
- o 8 - Counselor- DRC
- o 9 - Counselor- Phoenix Scholars

3. **Standing Committee & Dean Reports**

   3.1 Academic Senate
   - [See report](#)
   3.2 College Council
   - [See report](#)
   3.3 District Enrollment Management
   - Enrollment numbers
   - Steps for stability funding
   - Need for enrollment management plan
   3.4 Program Review Committee
   - Nothing to report
   3.5 CTA
   - Room assignment is the responsibility of the department chair
   - Pay coding is the responsibility of the IDSs
   - Question regarding sick pay/absences. If you are absent from class due to illness (one class pay-code D1), a half day of sick time is applied. If you are absent from two classes on the same day due to illness (two D1 classes), a full day of sick time is applied. If you absent from class due to illness and the class is pay-coded as D9 (overload), sick time is applied hourly.
   3.6 Dean's Report(s)
   - 4 hours compensation for prior Pathmaker training has been approved by Dr. Parks
   - Faculty Scheduling Retreat for school year 2023-2024 slated for Feb 8-9
   - Deans are working on priority room list
   - Priority registration has begun for 23SPR

4. **Discussion Items**

   4.1 Schools Career and Pathways Presentation (Bader; Quintanar)
   - Presentation (get from Peggy or Bader)
   4.2 [Equity Audit](#) Recommendation from Academic Planning Council (Worsham)
   - Student Spotlight is number one ranking, faculty driven, to begin in 23SPR

5. **Information Items**
   5.1 Yearly and Student-Centered Scheduling Retreat Feb. 8-9, 2023 (Deans)
   5.2 [Wish list for PT faculty](#) (Worsham)

6. **Good of the Order (11:45am)**

<div align="center">

Next meeting
Dec. 9, 2022
8:30AM - 11:00AM
Location: OC-116
Zoom: https://rccd-edu.zoom.us/j/84545886049

</div>