

NORCO
COLLEGE
Norco College Academic Senate

May 18, 2020

1:30 p.m. – 3:30 p.m.

Via CCC Confer Zoom: <https://cccconfer.zoom.us/j/96532792671>

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AGENDA

- 1:30 p.m.** **I. Roll Call/Sign-In**
II. Approval of Agenda
III. Approval of Minutes of [April 20, 2020](#)
IV. Approval of Minutes of [May 5, 2020](#)
- 1:35 p.m.** **V. Action Item: Approval of Faculty Chair/Coordinator Position Descriptions (L. Adams/M. Bobo)**
The Academic Senate is asked to vote to approve the following:
A. [Faculty Assessment Coordinator Position Description](#)
B. [Distance Education Faculty Co-Chair Position Description](#)
- 1:40 p.m.** **VI. Action Item: Approval of Standing Committee Faculty Co-Chairs (L. Adams/M. Bobo)**
The Academic Senate is asked to vote to approve:
A. Ashlee Johnson as Faculty Co-chair of Norco College Assessment Committee/Faculty Assessment Coordinator, Fall 2020-Spring 2022.
B. Dr. Sarah Burnett as Faculty Co-Chair of Norco College Distance Education Committee, Fall 2020-Spring 2022.
- 1:45 p.m.** **VII. Action Item: Approval of Faculty Representatives to Grants Committee (Q. Bemiller)**
The Academic Senate is asked to vote to approve:
A. Brittnee Quintanar as a Faculty Representative to Grants Committee.
B. One additional Faculty Representative to Grants Committee, selected by Academic Senate from a pool of nominees who have stepped forward.
- 1:50 p.m.** **VIII. Action Item: Approval of Assessment Cycle Timeline (L. Adams)**
The Academic Senate is asked to vote to approve waiting one year to begin the next six-year assessment cycle. This was voted on and approved by Assessment Committee on 5/13/2020. The committee wants to wait until Fall 2021 to begin the next six-year assessment cycle so that Assessment can align with Program Review, get closer to the 100% goal we set in the last cycle, and respond to the disruptions in instruction that happened during the COVID-19 pandemic.
- 1:55 p.m.** **IX. Action Item: Approval of Faculty Representatives to Institutional Strategic Planning Council (ISPC) (Q. Bemiller)**

The Academic Senate is asked to select and approve one voting member and two non-voting members to ISPC, from a pool of nominees who have stepped forward. Preference is for CTE, Counseling, and Library faculty.

- 2:05 p.m. X. Action Item: Approval of Mission Statement for LGBTQ+ Advocates Academic Senate Standing Committee (J. Muto)**
The Academic Senate is asked to vote to approve the mission statement for the LGBTQ+ Advocates committee:
The LGBTQ+ Advocates committee supports, defends and serves as an advocate for lgbtq+ students, faculty and staff. This committee is responsible for making recommendations on academics, supportive measures, and training related to intersectionality (sexual orientation, gender identity, sex, race, ethnicity, etc.), lgbtq+ campus climate, student success and retention. Members of the committee also serve as points of contact on lgbtq+ issues.
- 2:10 p.m. XI. Report: Faculty Association (P. Boelman/M. Gutierrez)**
The Academic Senate will be updated on Faculty Association business.
- 2:15 p.m. XII. Action Item, Second Read: Pathways Coordinator Job Description (M. Bader)**
After feedback from Academic Senate, revision have been made to the Pathways Coordinator Job description and Academic Senate is asked to vote to approve the [revised document](#).
- 2:20 p.m. XIII. Information/Discussion: Update on Emergency Distance Education Blanket Addendum (B. Johnson)**
Updates on Distance Education Curriculum, including the [Distance Education Addendum Form](#) created by the District Curriculum Committee.
- 2:25 p.m. XIV. Information/Discussion: Course Capacity Guidelines (Q. Bemiller)**
Academic Senate will review, discuss and offer feedback regarding the [Course Cap Understanding memorandum](#) that was released districtwide on May 12, 2020.
- 2:30 p.m. XV. Discussion: Strategic Planning Structure (M. Bader/K. Fleming/M. Green/Q. Bemiller)**
Academic Senators will share feedback from their departments on potential revisions to Norco College's Strategic Planning Structure with continued discussion.
Supporting Documents (3): [Updated Rationale "Why"](#), [Strategic Planning Structure Version V](#) and [Strategic Planning Structure \(Relationships\) Version V](#)
- 2:40 p.m. XVI. Discussion (Possible Action): Proposed Changes to Norco College Academic Senate Constitution (V. Lee)**
Discussion and feedback from Senators/Departments regarding [proposed changes](#) to the Constitution of Norco College Academic Senate (tabled from last meeting).
- 2:50 p.m. XVII. Discussion: Teaching & Learning Committee and Professional Development Committee (S. Justice/G. Ocegüera/D. Reade/T. Russell/K. Zamiska)**

Academic Senate is asked to give guidance regarding the future roles of these committees.

- 3:00 p.m. XVIII. Report: Academic Planning Council, District Enrollment Management, Guided Pathways (M. Bader)
- 3:05 p.m. XIX. Report: Professional Growth & Sabbatical Leave (PG&SL) (V. Harris) [PG&SL faculty representative needed for Fall 2020.](#)
- 3:10 p.m. XX. Officer Reports
 - A. Secretary/Treasurer (K. Kamerin)
 - B. Vice-President (V. Lee)
 - C. President (Q. Bemiller)
 - 1. Review Survey of Effectiveness Results for [Academic Senate](#) and [Standing Committees](#)
 - 2. [Department of Finance Fiscal Update](#) (05/07/2020) and [Governor’s May Revise Budget Summary](#) (05/14/2020)
 - 3. Other
- 3:15 p.m. XXI. Open Hearing/Good of the Order
- 3:30 p.m. XXII. Adjournment

Academic Senate Spring 2020 Schedule	The 10 + 1 Purview of Academic Senate
Feb. 24, 2020 (Workday) March 2, 2020 March 16, 2020 canceled April 6, 2020 via Zoom April 20, 2020 via Zoom May 4, 2020 via Zoom May 18, 2020 via Zoom June 1, 2020 via Zoom	<ol style="list-style-type: none"> 1. Curriculum, including establishing prerequisites and placing courses within disciplines 2. Degree and certificate requirements 3. Grading policies 4. Education program development 5. Standards or policies regarding student preparation and success 6. District and college governance structures, as related to faculty roles 7. Faculty roles and involvement in accreditation processes, including self-study and annual reports 8. Policies for faculty professional development activities 9. Processes for program review 10. Processes for institutional planning and budget development 11. Other academic and professional matters as are mutually agreed upon between the governing board and the academic senate