

**MINUTES**  
**Norco Academic Senate Minutes**  
**May 2, 2016**  
**1:30-3:30 ST 107**

**1. Call to Order:** Meeting called to order by Peggy Campo.

**II. Attendees:**

• **Attendees:**

**Peggy Campo – Senate President**

**Jim Thomas – Senate Vice President**

**Vacant- Senate Secretary/Treasurer**

Vacant Arts, Humanities and World Languages Representative

Kim Kamerin Arts, Humanities and World Languages Representative

Tom Wagner Business, Engineering, and Information Technology Representative

Vacant Business, Engineering, and Information Technology Representative

Melissa Bader Communications Representative

David Mills Communications Representative

Kimberly Bell Social and Behavioral Science Representative

Zina Chacon Counseling, Social and Behavior Sciences Representative

Charles Sternburg Math and Science Representative

Vacant Math and Science Representative

Cameron Young Part-time Faculty Representative

Jason Parks Academic Planning Council Chair

Brian Johnson Curriculum Committee Co-Chair

Celia Brockenbrough PG & SL Committee

• **Absentees:**

Sarah Burnett Assessment Committee Chair-Assessment Coordinator

Vivian Harris Distance Education Chair & Library Advisory Committee Chair

Gail Zwart Profession Development Co-Chair

Alexis Gray Program Review Co-Chair

Joe Eckstein CTA Representative

ASNC Representative

• **Guests:**

Carol Farrar, Monica Green, Kevin Fleming, Koji Uesugi, Diane Dieckmeyer,

**III. Approval of Agenda:** Motion to **move VIII New Business Item B (Students of Distinction banquet discussion) ahead of the President’s Report.** David Mills/Kimberly Bell **MSC**

**IV. Approval of Minutes:** Motion to approve the minutes from April 18, 2016 with corrections: Under Old Business Item B-(New RCCD Acceptance of Upper Division Credit Policy) -change the words “these changes” to “this policy” (*The three articulation offices have recommended “this policy”*). Charles Sternburg/Jason Parks **MSC** with two abstentions.

## **VIII New Business Item B Students of Distinction banquet-discussion item-Dr. Monica Green**

In the absence of a Student Activities Coordinator, planning for the Student of Distinction Banquet got by us this year. Nomination requests are typically sent to the faculty in March, due date in April and the banquet held in May. While there was communication between the Academic Senate President and the VPSS this week, there was not adequate time to bring to the AS committee earlier than today. The Student of Distinction banquet historically was **the** most difficult event of the year for the Activities Coordinator. How would you like to move forward considering the following:

- Dr. Green's calendar is full
- College hour is booked through the end of the year with other events
- At a minimum, you need one week for nominations, and another week for student and family notification. There is not time to plan a well thought out program.

### **Discussion highlights:**

- Consider combining with the scholarship event on Friday, May 20. The concern is that it will make the event extremely long. At this point, it may be too late considering the time needed for nominations and notification.
- It is very important to recognize the Student of Distinction even if it is not associated with an event.
- Consider reading the name at commencement.
- Consider combining, for those that can attend, with the Music Awards in THTR 101 on June 2. It could be held prior to the music awards 6:30-7:15pm? This format will not allow unlimited time for faculty to elaborate about their students but it would be a great way to recognize the students accomplishments.
- Dr. Dieckmeyer agrees there may not be adequate time to get nominations from the faculty. However, she is very happy to hear there is strong support from the faculty to keep this an active event for students.
- For future planning, Dr. Green will bring back the discussion in the fall. Please take back to your departments for discussion.

Motion to move forward with plans to combine Student of Distinction awards with the Music Awards on June 2, 2016. Kim/Jason MSC. Dr. Green will send out nomination requests to faculty this afternoon with a clear deadline. Bring discussion back to the faculty in fall.

## **V. Officer & Liaison Reports**

### **A. President's report 05-02-16**

- 4/29/16 Attended DBAC meeting. Working on next academic year's budget; the May revise from the Governor might be coming out late this year. Working on a Budget Stability Plan and fixing the structural budget deficit RCCD has.
- 4/27/16 Attended DEMC meeting. The dates for add and refund deadlines were aligned, so that an empty seat left by a refund student can still be added to the class. Raj updated the P2 and it turns out the district was actually only 298.47 FTES below target; will roll those over to summer. Norco did reach its FTES target. Marketing efforts for each college are under way. College-specific postcards will be sent to homes within the district.
- 4.26.16 NAS sponsored the All-Faculty meeting. Almost 30 faculty were in attendance. Among the topics discussed were concerns regarding teaching conditions at JFK, faculty's low morale, and institutional support for part-time faculty. Will have a brief summary and list of attendees done and emailed to all faculty sometime this week. Did learn that we need to have a clear agenda to discuss.
- 4/25/16 Led the DAS meeting. The Chancellor reported that they are working on a new district smoking policy for the new buildings coming online, name preference policy, and explained the

email content filtering policy. The DAS approved the revised AP4070, Auditing and Auditing Fees policy that we approved at our last meeting. The Policy for Upper Division Credits that we approved at our last meeting was postponed until the other two colleges could review it under their governance structure. Faculty emeriti were approved.

- 4/21/16-4/23/16 Attended the ASCCC Spring Plenary held in Sacramento. For the first time, the ASCCC held a joint meeting with the Chief Instructional Officers (CCCCIOs), Association of Occupational Educators (CCCAOEs), Chief Student Services Officers (CSSOs) and the Chancellor's Office. Over 1,200 community college educators were in attendance. On Saturday, the ASCCC approved 32 resolutions; you can access the entire resolutions book at <http://www.asccc.org/events/2016-04-21-150000-2016-04-23-230000/2016-spring-plenary-session> Among the resolutions passed were:

- Mentoring programs for PT faculty.
- Diversifying faculty to enhance student success.
- Support legislation to increase Cal Grants awards.
- Adopting several papers including: Ensuring Effective Curriculum Approval Processes, and Equivalency to Minimum Qualifications.
- ADT in Music, among others.

Please feel free to contact me if you look over the resolutions and need any clarification.

#### **B. Vice President**

- Election emails are being sent out
- **Secretary/Treasurer**
  - Now that we have a budget, we need to elect a Treasurer
- **Student Liaison** No Report
- **RCCDFA/CCACTA/NEA** –No Report

### **VI. Norco and District Senate Committee Reports**

#### **A. Academic Planning Council (Parks) (#10, 10+1)**

- Meeting next week. Melissa and Jason are working with the Professional Development Committee to create a faculty-training program. Hope to take to the APC for support to be included in the Improvement of Instruction process. From there it will go to the Academic Senate. This is a faculty driven issue.

#### **B. Assessment Committee (Burnett) (#5, #9, 10+1)**

- No Report

#### **C. Curriculum Committee (Johnson) (#1, #2, 10+1)**

- Looks like proposal to move extra graduation requirements to Gen Ed will happen. Riverside and Moreno Valley have already approved.

#### **D. Distance Education Committee (Harris) (+1, 10+1)**

- No Report

#### **E. Library Advisory Committee (Harris) (+1, 10+1)**

- No Report

#### **F. Professional Development Committee (Zwart) (#8, 10+1)**

- No Report

#### **G. Professional Growth & Sabbatical Leave (Brockenbrough) ( #8, 10+1)**

- All sabbatical requests were been sent to the respective Presidents. Hope to make the May Board meeting.
- Next meeting is Thursday, May 5
- If you are looking at a salary re-class the PG&SL committee must approve it first. Notices sent to faculty.

#### **H. Program Review Committee (Gray) (#9, 10+1)**

- **No Report**

### **VII. Old Business**

#### **A. Norco Academic Senate by-laws-Second reading**

- One faculty senator from each department plus alternative
- One associate faculty senate member
- Majority of voting members must be faculty
- Added Teaching & Learning Committee with a broad purpose. Several faculty have shown interest.
- ARTICLE VI-Committees - Change Sect 9 to include the word “Strategic” after the word Institutional.
- Bring up for vote at next meeting

### **VIII. New Business**

#### **A. Music ADT-Action Item-(Kamerin)**

- MUS ADT is not moving forward. It is weak. Units too high for ADT
- In its place, Kim proposes the concept of AA degree in MUS-local for Norco.
- Look into whether or not Degree also requires an ADT

Move forward on concept approval of AA in MUS-local for Norco **MSC**

#### **B. See notes prior to Presidents Report**

#### **C. AB798-The College Textbook Affordability Act-discussion item (Parks)**

- Draft Resolution reviewed by committee.
- State Senate is asking us to support this resolution in an effort to reduce costs for college students by encouraging faculty to accelerate the adoption of lower cost, high-quality, open education resources.
- Funding available but it may be too late to apply
- Is there an accessibility issue? You can get a PDF file that can be copied-Open Stax

- Take resolution back to your departments for further discussion,
- Coming down the line-Z-Degrees (zero text book costs)

#### **D. Administrative Updates-Information item (Dieckmeyer)**

- Completion Initiative moving on to ISPC for approval then to COTW. If approved I will be creating a workgroup with compensated time during summer. Please talk with your departments and connect with Peggy or Diane.
- Professional Development Melissa/Jason working on an offsite weekend retreat to discuss equity plan. Possibly Arrowhead or San Diego. Focus will be about the needs of students as seen through an equity lens.
- Looking at Faculty Learning community-already included in the Equity Plan. Compensated for time with possible poster presentation at conclusion.
- As soon as Dr. Tschetter sends in her photos for her digital story we will be looking for another recommendation from the Academic Senate. The person recommended does not need to be a retiree.
- We will be doing another Welcome Day. A big part of the success of Welcome Day was the faculty.
- If you would like to participate in the Completion Initiative, Welcome Day or the Faculty

Learning Community please contact Dr. Dieckmeyer.

- Retiring faculty confirmed to date: Joe Eckstein & Deborah Makin

#### **E-I Recruitment and hiring**

The Academic Senate has been asked by the Board to review these policies due to issues surrounding the recent hiring of administrators. How can these policies be modified to assure that we do not run into the same problems again?

- Faculty should be included
  - Look at who reviews the composition of the search committee
- 
- Vetted through the Academic Senate.
  - Information should be sent to the AS and CTA
  - Tom will wordsmith the documents and bring back to the committee for review.

IX Open Hearing

X Adjournment

Next Meeting:  
Monday May 16, 2016  
1:30-3:30 ST 107

Persons requiring a disability-related accommodation to participate in the Senate meeting, including materials in alternate formats, may request such service from DHRER at 951-222-8039.