

# NORCO COLLEGE

## Agenda

### Norco Academic Senate Meeting

Nov. 19, 2018

1:30-3:30 ST107

### Minutes

1:30 I. Call to Order

#### II. Roll Call

Senators, Alternates, and Officers: Quinton Bemiller, David Mills, J. Marie Hicks, Bob Prior, Barbara Moore, Kim Kamerin, Kimberly Bell, Jim Thomas, Celia Brockenbrough, Rex Beck, Peggy Campo

Reporting members: Melissa Bader, Autumn Parra,

Guests: Samuel Lee, Kevin Fleming, Marshall Fulbright, Barbara May, Kaneesha Tarrant, Gustavo Ocegüera, Kimberly Thomas

#### III. Approval of Agenda

*Motion to approved agenda: Jim Thomas moves; Kimberly Bell 2<sup>nd</sup>, motion passed unanimously*

1:35 IV. Approval of Minutes [November 5, 2018](#)

*Motion to approve the minutes for November 5<sup>th</sup> J. Marie Hicks moves; Kim Kamerin 2<sup>nd</sup>, motion passed (Two abstention)*

1:40 V. Old Business

##### A. [BPAP 3950](#) Naming of Facilities, Events, and Programs-Action Item (Campo)

Updated version of the board policy and administrative procedure has been brought forward from RCCAS for consideration.

- *Motion to support BPAP 3950 Naming of Facilities, Events, and Programs J. Marie Hicks moves; Quinton Bemiller 2<sup>nd</sup>, motion unanimously denied (no abstentions)*
- The board procedure has been approved unanimously at RCC
- Section II regarding membership and the naming of academic programs was discussed
- The naming of academic programs is a 10+1 and should be done by the Academic senate and faculty to decide
- Objections on the naming of academic programs not being done only by college-centric faculty

1:55 VI. New Business

##### A. Norco College Mission Statement-First Read (Bader)

The Norco College Mission statement is being revised under the new strategic planning process.

- Melissa Bader presented a mission statement to the Academic senate
- They will be presenting this draft to ASNC, Classified senate, ISPC and BFPC
- The mission statement meets the accreditation standards
- Some members requested clarification regarding the term ‘self-agency’
- It was clarified that self-agency has several meanings. It is student empowerment and it describes what you do and want to go. It should align with our district and state mission statement. Empowering students and community. It’s a reflection of Norco College.
- Equity has not been included in the mission statement but it is in the core commitments
- Academic senate members were encourage to send any feedback to Melissa Bader
- This agenda item will be discussed as an action item on the next academic senate meeting

##### B. Website Update-Information Item (Mustain, Krutsch)

Update on the new Norco College and Norco Academic Senate website.

- The launch of the new Norco College website will be on December 14<sup>th</sup>
- Jen Krutsch presented the new website and explained its content
- The new website focuses on students and to have easy access
- Faculty will be given the option to choose if they would like to update their sections on the website or not
- Pictures and content will be constantly updated
- Most information was copy from the old to the new website. They are still requesting information from individuals
- It was suggested to add faculty links and to consider part-time instructors as well
- Jen Krutsch will have a meeting to check if all the links are working appropriately
- Jen Krutsch will meet with those individuals that would like to update their own sections to show them how to make the updates
- Councils and senate information has been uploaded to the new website
- The new website is mobile and tablet friendly
- It was suggested to add a link to the old website as well

C. New Faculty [Prioritization List](#)-Information Item (Parks)

The APC forwarded the list with a recommendation that the Norco College administration attempt to find a way to hire the top five.

- Department chairs get a list from program review and rank the requests
- The committee is revising the criteria of the process
- It was mentioned that some faculty are welcome to come and not others. It should be a common procedure
- The list will be presented to the different councils and after it goes to the Norco College President

D. Norco College [Promise Program](#)-Information Item (Oceguera, McCarson)

Gustavo Oceguera will provide an overview of Norco College's 2018-19 and 2019-2020 Promise Program implementation plans to comply with AB19 (California College Promise Program).

- The CCPG is the new BOG
- An allocation was given of \$278,571.00
- Students need to enroll full time to be able to qualify for the grant
- Executive cabinet decided how the money will be disseminated
- A projected cost per student of \$290.50
- Personnel costs to carryover the program of \$7,334.00
- Some students had not completed their FAFSA because of missing documentation
- They are doing outreach to Dreamers as well
- Any unspent funds can be carried over for next semester
- The majority are full-time students
- The law states that students are required to complete one English or Math course
- Already recruiting a part-time student Outreach Specialist for this program
- The fees will not be credited until after census

E. [Phoenix Scholars](#) Center and Resources for Foster Youth-Information Item (Oceguera, Jones, Thomas)

Gustavo Oceguera and staff will provide an update regarding the Phoenix Scholars Center and available resources for current and former foster youth.

- CSS 219- Converted into a foster youth center or phoenix scholars center
- If you have a student that is in foster youth, please send him/her to the Phoenix Scholar Center
- Thomas shared the outreach that is being done at the at high schools
- Students that have been in the foster youth care for at least one day qualify for this program
- They are working with Kevin Fleming on housing as well

- There has been a preliminary meeting about designating parking lot for homeless students. Shower facilities are currently available and they are looking for a location to install a washer and dryer for them as well
- Solutions are being discussed to help the homeless student population

F. President's Honor List-Discussion Item (Reece)

President Reece is seeking feedback regarding the creation of a President's List honoring Norco College students with outstanding GPA's.

- A letter was presented from a student
- 3.33 GPA requirement to be put on the Presidents list and to include the distinction in the transcripts
- This is at a semester level
- This is letter of recognition to the student
- This will be discussed with Mark DeAsis if the letter of recognition can be included in the student transcripts
- An agenda item will be added in the district academic senate meeting as the president honors list

2:40 VII. Officer & Liaison Reports

A. Vice President (Thomas)

- No report

B. Student Liaison (Parra)

- December 4<sup>th</sup> is the deadline to donate Thanksgiving baskets and angel trees
- Students are waiting on clarification for the library hours requested
- \$190,000 additional funding is needed to extend the library hours but the college is already looking for funding
- Chancellor was upset about not providing the hours to our students
- We are 18% underfunded compared to the other colleges
- We are looking at very detail information to present the numbers
- There has been a delayed on processing payments for ASNC. They will meet with the Chancellor to address the issue

C. Secretary/Treasurer (Kamerin)

- No report

D. RCCDFA/CCA/CTA/NEA (Boelman)

- No report

E. President (Campo)

- Presented at the league conference on the Military Articulation Platform. Everything went well.
- Several resolution were passed at the 2018 Fall Plenary Session which includes the following:
  - Several revolved around the all-online community college. Seven resolutions were presented opposed to the new online community college
  - A resolution was presented to Identify and Report Costs of AB 705; language indicates that compensation for costs incurred by this statutory provision must be reimbursed to the community college districts. That the Academic Senate for California Community Colleges recommend that local academic senates work within their colleges to develop a plan to identify and analyze costs as a result of AB 705 (Irwin, 2017) implementation
  - Guided pathways glossary of terms was passed
  - The Non-binary gender option on CCCA Apply resolution was presented which seeks to produce equitable student outcomes for all student populations, including LGBTQIA+ students and others who identify as non-binary. Revise CCC Apply to include a gender "non-binary" option so that our students are not compelled to misidentify themselves at the very beginning of their California community college education.
  - Another resolution of the Equalize Noncredit Curriculum Processes to Align with Local Approval of Credit Curriculum Processes. Among many more
  - P. Campo will send [a link here](#) to all the resolutions that were passed at the 2018 plenary

- The last meeting for the District academic senate will be next Monday
- F. Guided Pathways Liaison (Bemiller)
  - The group that will be attending the Guided Pathways Institute; Scaling Guided Pathways District Wide submitted their advance work
  - Guided Pathways regional submit that will be in Riverside
- G. CTE Liaison (Zwart)
  - No report

3:00 VIII. Norco Senate Committee Reports and District Committee Reports

- A. Academic Planning Council (Bader)(#10, 10+1)
  - Department chairs are going through a new process of course development
  - 18-19 FTES increased to +84.21. Hoping to meet a target of 550
  - There is a new procedures on travel requests and special project requests
  - Faculty need to return keys at the Deans office
- B. Assessment Committee (Adams) (#5,#9, 10+1)
  - No report
- C. Curriculum Committee (Johnson) (#1, #2, 10+1)
  - Deadline for addendums for the 19-20 catalog by June 2019 if approved by the board of trustees
  - Deadline for 19/20 catalog submissions have to be approved in the Curriculum committee by November 27<sup>th</sup>
- D. Distance Education Committee (Bobo/Wagner) (+1, 10+1)
  - Statistics show an increase of 20% for this semester for online students
  - Sean Ulbert's contract has been extended to June 2019
  - We need a permanent full-time position
  - Sean Ulbert will participate in FLEX
  - CANVAS will be the only learning management system used in the district starting Jan.1, 2019
  - The content in Blackboard will be available for three years for faculty only
  - Motion to extend the meeting: Bob
- E. District PG&SL (Brockenbrough) (+1, 10+1)
  - The last meeting for this semester will be in November
  - There is a new working group from Riverside
- F. Library Advisory Committee (Brockenbrough) (+1, 10+1)
  - Author was here for the Read to Succeed event last Thursday
  - To be part of the library services platform and rolled it out on January
  - Encourage Faculty to go to the library home page to take the faculty survey
- G. Professional Development Committee (Russell/Zamiska) (#8, 10+1)
  - No report
- H. Program Review Committee (Gray) (#9, 10+1)
  - No report
- I. Study Abroad Committee (Campo) (#2, 10+1)
  - No report
- J. Extension for the steady abroad applications
  - No report
- K. Teaching and Learning Committee (Bemiller) (#5, 10+1)
  - No report

3:15 V. College Reports

- A. College President
  - No report
- B. Staff Senate
  - No report

3:25 IX. Open Hearing

- Kevin Fleming invited faculty to join a new work group an alumni association on December 6<sup>th</sup>. To brainstorm and collect ideas
- K. Kaneesha Tarrant, Interim Vice President of Student Services introduced herself

3:45 X. Adjournment 3:30 p.m.

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