

# NORCO COLLEGE

## Minutes

### Norco Academic Senate Meeting

June 1, 2020

1:30-3:30 Zoom

I. Call to Order: 1:32 pm

#### II. Roll Call:

Officers, Senators, and Alternates:

Kimberly Bell, Quinton Bemiller, J. Marie Hicks, Virgil Lee, David Mills, Barbara K. Moore, Bob Prior, Jan Muto, Jody Tyler, Dana White, Brian Johnson, Vivian Harris, Domonique Hitchcock, Courtney Buchanan

Reporting Members: Melissa Bader, Michael Bobo, Celia Brockenbrough, Angelica Calderon

Guests: Rex Beck, Peggy Campo, Sarah Burnett, Greg Ferrer, Kevin Fleming, Toren Wallace, Jim Thomas

III. Approval of Agenda: M/Hicks S/Kamerin Unanimous

IV. Approval of Minutes May 18, 2020 M/Kamerin S/Lee Approved with corrections

#### Action Items:

V. **Approval of Accreditation Faculty Co-Chair Description (K. Anderson)**

The Academic Senate is asked to vote to approve the [Faculty Accreditation Co-Chair Draft Position Description](#)

Approved Unanimously with corrections

VI. **Approval of Faculty Appointments**

The Academic Senate is asked to vote to confirm the following appointments:

i. Brian Johnson as Faculty Co-chair of Norco College Curriculum Committee, Fall 2020-Spring 2022. (B. Johnson)

ii. Natalie Morford as a member of Professional Growth & Sabbatical Leave Committee (PG&SL). (V. Harris)

iii. Sarah Burnett as Open Educational Resources (OER) Liaison, Fall 2020-Spring 2022. (M. Bobo)

All faculty appointments: Approved unanimously.

VII. **Proposed Changes to Norco College Academic Senate Constitution (V. Lee)**

Action on the [proposed changes](#) to the Constitution of Norco College Academic Senate.

#### **Constitution: Article III, Section 3**

- i. Proposal to create two categories of membership
  - a. Voting members

b. Non-Voting

Approved: M/Lee, S/Kamerin, 1 oppose/Johnson

**Constitution: Article III, Section 4**

i. Proposal to limit the terms of office for Senate Officers to two consecutive, three-year terms

a. The proposal would allow for an Officer to return to her/his office after sitting out a term.

Approved: M/Lee, S/Muto

**Constitution: Article III, Section 6**

i. Proposal to define a quorum for meetings of the Academic Senate as a majority of voting members.

a. The proposal is contingent upon the membership categories being broken into the categories of voting members and non-voting members.

Approved: M/Lee, S/Bell

**Constitution: Article III, Section 7**

i. Proposal to redefine a quorum for Senate meetings as a majority of voting members.

a. The proposal is contingent upon the membership categories being broken into the categories of voting members and non-voting members.

ii. Proposal to redefine a quorum for faculty meetings as one-third of “full-time faculty” instead of just “faculty.”

Approved Unanimously: M/Lee, S/White

**Constitution: Article V, Section 2**

i. Proposal to allow all faculty members the right to vote for Officers instead of only full-time faculty.

Not Approved: M/Muto, S/Hicks: 3 oppositions: M. Bobo, B. Johnson, K. Kamerin, 1 abstention

ii. Proposal to change the process by which the Academic Senate fills vacancies in an elected Officers position

a. The current process involves a vacancy being filled for the remainder of the term by a majority vote of the Academic Senate.

b. The proposed new process involves a vacancy being filled for the remainder of the year by a majority vote of the Academic Senate and then holding a special election to fill the position if more time remains in the term.

Approved Unanimously: M/Lee, S/Muto

**Discussion:**

**VIII. Review Survey of Effectiveness Results for [Academic Senate](#) and [Standing Committees](#)**

(Q. Bemiller)

i. Q. Bemiller reviewed results with committee

**IX. Strategic Planning Structure (M. Bader/Q. Bemiller/K. Fleming/M. Green)**

- i. Continued discussion of Norco College's Strategic Planning Structure. Two new documents: [EMP Goal Assignments Draft](#) and [NC Strategic Planning & Governance Manual Draft](#)
- ii. Items discussed.

**X. Prison Education Program (J. Dobson)**

- i. Potential need to have a representative body on campus for the Prison Education program and the current disconnection between the college and the program.
- ii. Item discussed.

**XI. Noncredit Education (Q. Bemiller)**

- i. Noncredit Certificates and Residency was discussed.

**XIII. Course Capacities (J. Tyler)**

- i. Follow-up discussion regarding the [Course Cap Understanding, 05/12/2020](#).

**Reports:**

**XIV. Norco College Learning Resource Center (LRC) Update (D. Nance)**

- i. Dean Damon Nance provide an update on the LRC and answer questions.

**XV. Commencement 2020 Update (M. Hartley)**

- i. Dean Mark Hartley provided updates on Commencement 2020 and answered questions.

**XVI. Associated Students of Norco College (T. Chihuahua, S. Irfan)**

- i. Students not present

**XVII. Administrator Reports**

- i. Vice-President, Academic Affairs- Dr. Sam Lee
  - 1. No Report
- ii. President- Dr. Green
  - 1. Update on Safe Return

**XVIII. Officer Reports**

- i. Secretary/Treasurer- K. Kamerin
  - 1. No Report
- ii. Vice-President- V. Lee
  - 1. No Report
- iii. President- Q. Bemiller
  - 1. Update on Norco faculty serving on Safe Return committees
    - a. Ashlee Johnson
    - b. Araceli Covarrubias
    - c. Kim Kamerin
    - d. Stan Tyler
    - e. Jeff Mulari
    - f. Marissa Iliscupidez

- g. Sandra Popiden
- h. Sean Davis
- i. Dominique Hitchcock
- j. Courtney Buchanan
- k. Mark Lewis
- l. Quinton Bemiller

**XIV. Recognition of Norco College Faculty Emeriti (Q. Bemiller)**

The Academic Senate wishes to recognize those faculty who are retiring from our institution in 2019/2020:

- Khalil Andacheh, Ph.D., Associate Professor, Sociology (2002)
- Kristine Anderson, MA., M.F.A., Professor, English (1989-95/1997)
- Cathy Brotherton, M.S., Professor, Computer Information Systems (1986)
- Celia Brockenbrough, M.L.S., Professor, Library Services (1991)
- David Mills, M.A., Associate Professor, English (2001)
- Carol Miter, M.A., Professor, English (1991)
- Bob Prior, M.A., Professor, Mathematics (1990)
- Charles Sternberg, Ph.D., Professor, Anatomy and Physiology (1992)
- Tom Wagner, J.D., LL.M., Professor, Real Estate/Business Administration (1992)
- Beverly Wimer, M.S., Associate Professor, Kinesiology (1989)
- Gail Zwart, D.P.A., Professor, Business Administration (2003)

**XV. Open Hearing/Good of the Order 4:02 pm**

**XVI. Adjournment**

Persons requiring a disability-related accommodation to participate in the Senate meeting, including materials in alternate formats, may request such service from DRC at 951-372-7070.