



Minutes
Norco Academic Senate Meeting
October 4, 2021
1:30 - 3:30 PM via Zoom

Meeting called to order at 1:31 PM.

I. Attendees

Officers, Senators, Alternates, and Committee Chairs & Liaisons: Laura Adams, Kimberly Bell, Michael Bobo, Peter Boelman, Sarah Burnett, Araceli Covarrubias, Vivian Harris, J. Marie Hicks, Dominique Hitchcock, Samia Irfan, Kim Kamerin, Virgil Lee, Barbara Moore, Lisa Nelson, Dana White, Sigrid Williams, Patty Worsham, Cameron Young

Guests: Juan Alvarez, Hayley Ashby, Melissa Bader, Quinton Bemiller, Meghan Chandler, Torria Davis, Mark DeAsis, Jessica Dobson, Ashley Etchison, Susan Finley, Kevin Fleming, Monica Green, Starlene Justice, Amy Kramer, Ruth Leal, Mark Lewis, Dan Reade, Marianne Stefanous, Aldo Yañez-Ruiz

II. Review of Agenda

Amended to hear CTA report as the first item of business.
M/K. Bell, S/D. Hitchcock- Approved as amended.

III. Review of [September 20, 2021](#) meeting minutes

Approved by consent.

IV. Open Hearing

None

V. NC Academic Senate approved the identified faculty members joining the [Faculty Member On the Racial Justice Taskforce](#) project teams.

M/K. Kamerin, S/K. Bell

VI. [Proposed Modifications](#) to [Job Description for Prison Education Program-Faculty Coordinator](#) were approved.

M/K. Kamerin, S/L. Nelson

VII. Lisa Nelson and Sigrid Williams were nominated for the *Prison Education Program-Faculty Coordinator* position. Academic Senate selected Lisa Nelson by a majority vote.

VIII. Administration asked the Academic Senate to approve removing the capacity limits on concurrently enrolled students in future terms. A motion was made to allow administration to remove the capacity limits on concurrently enrolled students through the end of the 2022-2023 academic year.

M/K. Kamerin, S/M. Hicks-Approved, 1 Opposed

- IX. Administration asked the Senate to allow concurrently enrolled students to register for classes following the registration dates of all regular Norco College students. A motion was made to allow administration to offer earlier enrollment dates to concurrently enrolled students, so long as those dates following the registration dates of all regular Norco College students, through the 2022-2023 academic year.
M/D. Hitchcock, S/M. Hicks-Approved
- X. A motion was made to require the Senate and its subcommittees to prepare charters based on the Norco College [Charter Template](#).
M/M. Hicks, S/D. Hitchcock- Approved preparation of charters based on the NC Charter Template
A motion was made to include an equity section within these charter documents.
M/L. Nelson, S/A. Kramer-Approved, 1 opposed
- XI. Officer Reports
A. Secretary/Treasurer (K. Kamerin)
No Report
B. Vice-President (K. Bell)
No Report
C. President (V. Lee)
- XII. College Reports
A. President of the Associated Students (Samia Irfan)
 - Club Rush was a success with about 200 students participating; there are pictures on the ASNC Instagram site
 - Working on a book scholarship that can be used to pay for homework platforms and textbooks
 - Scholarships should be awarded by the end of week
B. College President (Monica Green)
 - This is Giving Week, October 4th – 8th; thank you to faculty for their support.
 - Newly established endowment scholarship. Minimum of \$20k is needed and the \$1k interest is what would be awarded every year; hoping to raise enough for two scholarships a year
 - Six students from nine face-to-face sections were dropped for not showing proof of their fully vaccinated status; all students were given the opportunity to be fully vaccinated by Oct. 1st and cleared by Oct. 15th (two weeks)
 - Administration is making sure the vaccination requirement is communicated to the College's late-start (Oct. 18th) students; there are currently 11 students enrolled with no vaccination information
 - The current ban that removes the 0.6 load limit for online classes will not be extended in Spring 2022.
 - Many factors to consider when establishing Spring schedule
C. Vice President of Academic Affairs (Sam Lee)
 - No Report (not present)
- XIII. Standing Committees & Liaisons Reports
A. Academic Senate Standing Committees
None

B. Academic Senate Liaisons

CSEA (R. Leal for D. Koch)

- Classified Professional Development Committee is currently conducting a professional development survey for classified professionals. The committee is planning for workshops on October 22nd, November 19th, and January 28th.
- Classified professionals brought forth a discussion item to IEGC on creating a workgroup to review the language of the SPGM Group Definitions to impart more clarity. This workgroup will be meeting this fall. We also requested a summary document of the governance process from IEGC, identifying both where each entity fits in the structure and the purpose of each group.
- CSEA's Classified Senate is in the process of appointing classified representatives for both the Leading from the Middle Project team and the classified co-chair for DEI (Diversity, Equity, and Inclusion) Committee. The Classified Senate is actively recruiting for the Racial Justice Task Force Project Team members and will be formalizing appointments to the Racial Justice Task Force. It will begin recruiting for the Student Equity Plan Project Team next. All appointments are done through the CSEA Committee appointment process.

CTE (S. Williams)

- Sigrid attended a California Community College Association for Occupational Education conference this week.
- The Center of Excellence continues to provide free labor market data tools.
- The national- and state-level politics are telling faculty to start speaking the language of work.
- \$80B have been appropriated at the national level for Strong Workforce programs and Perkins requests have increased by \$20M
- CTE Perkins grants are at \$1.3B and will be increasing to \$4B.

Equity (D. Hitchcock)

- Equity audit survey is being finalized and will be launched in approximately a week; Students and employees are going to participate
- At the end of the survey, they will be asked whether or not they want to participate in a focus group.
- Schedules for focus groups will run November and possibly early December
- Focus groups will be for full-time faculty, part-time faculty, students, and classified professionals

Guided Pathways (M. Bader)

- Forming a Leading from the Middle Group, which is a bit different than other project teams because it will take place over 15 months.
- Members have been selected and will be having their report out next Senate meeting.
- Purpose of this group will be to look at Program Review and Assessment through an equity lens and to do some revisions around the process
- CSEA is helping select a member to represent classified staff
- First cohort activity will be happening next week and will be working with the other two colleges in the district on our GP cohort activities and collaborating.

- XIV. The Senate discussed the guidelines for addressing colleagues during Senate meetings in an equitable manner. Specific issues are whether to use first names or last names, whether to use titles or no titles, and what is/are appropriate titles for women (e.g., Ms. Miss, or Mrs.). Senators were asked to take this discussion back to their constituents for feedback. This item will be discussed in the Senate meeting on November 1st.
- XV. Meeting adjourned at 3:29 PM.