



Minutes
Norco Academic Senate Meeting
March 21, 2022
1:30 - 3:30 PM via Zoom

Meeting called to order at 1:31 PM.

I. Attendees

Officers, Senators, Alternate Senators, Committee Chairs, & Liaisons: Laura Adams, Melissa Bader, Kimberly Bell, Michael Bobo, Peter Boelman, Courtney Buchanan, Sarah Burnett, Elisa Chung, Araceli Covarrubias, Vivian Harris, J. Marie Hicks, Dominique Hitchcock, Ashlee Johnson, Kim Kamerin, Daren Koch, Virgil Lee, Barbara Moore, Lisa Nelson, Dan Reade, Jody Tyler, Dana White, Sigrid Williams, Patty Worsham, Cameron Young

Guests: Hayley Ashby, Quinton Bemiller, Torria Davis, Ashley Etchison, Susan Finley, Kevin Fleming, Monica Green, Lisa Hernandez, Aneesha Kashif, Amy Kramer, Samuel Lee, Lisa Martin, Jethro Midgett, Damon Nance, Carlos Vasquez

II. Approval of Agenda

M/K. Kamerin, S/D. White; Approved

III. Approval of Minutes from Previous Meetings

A. [February 28, 2022](#)

M/M. Hicks, S/K. Kamerin; Approved by Consensus

B. [March 7, 2022](#)

M/K. Bell, S/K. Kamerin; Approved by Consensus

IV. Open Hearing

None

V. CTA Report- P. Boelman and A. Covarrubias

- CTA elections will begin on March 28th for District officers and the Norco College Vice President.
- Faculty Association is now meeting in-person with a synchronous Zoom for those who cannot attend.

Action Items

VI. The Senate selected the Guided Pathways in Equity Podcast with Melissa Bader as the presenter for the Five to Thrive presentation to the BOT on April 18th.

M/ M. Bader, S/M. Hicks; Approved

VII. The Senate did a first read on the [Curriculum Committee Charter](#). Will be up for discussion and approval at the next

- VIII. The Senate did a first read of the [Faculty Professional Development Committee Charter](#).
- IX. The Senate decided that the electorate for the election of the adjunct representative this Spring will be the adjunct faculty representative employed at Norco College during the Spring 2022 term.
M/K. Kamerin, S/D. White; Approved
- X. Officer Reports
- A. Secretary/Treasurer (Kim Kamerin), No Report
- B. Vice-President (Kimberly Bell)
- Peggy Campo was selected as Commencement speaker. The runners up will be asked to read the names of the graduates at the graduation ceremony.
 - The election for the adjunct faculty representative will take place in April; a request for candidates will out this week.
 - Attended ASCCC Spring Plenary conference this week and there was a lot of discussion surrounding virtual vs. face-to-face meetings of Senate bodies. There is conflict about how people are interpreting the provisions of AB361, which suspends the provisions of the Brown Act in a state of emergency through the end of 2023.
 - Vivian Harris agreed to be the election chair for the Senate officer elections because Kim Bell is anticipating being a candidate for one of the offices.
- C. President (Virgil Lee)
- XI. College Reports
- A. President of the Associated Students (Aneesa Kashif on behalf of Gerlene Ariel Aquino)
- Planning on awarding \$200 to 100 students for transfer application fees for the 2022-2023 school year.
 - Discussed purchase of mustang statue for the College in celebration of its 30-year anniversary.
 - Planning to give 75 students a Disneyland park hopper pass as a giveaway through the ASNC app
 - Club rush flyer and information were updated
 - Working to get gender-neutral bathrooms which will be distinguished on campus maps.
 - Discussed making a campus tour/recruitment video for Norco College. Planning to use a UCR video as an example
 - This month is athletic training awareness month
- B. College President (Monica Green)
- Norco College is planning an in-person commencement ceremony, and we will be extending the invitation to our 2020 2021, and 22 graduates. While we don't expect a tremendous amount of participation of prior year graduates, we wanted to give them the option to participate.
 - Graduates and guests must be fully vaccinated or have negative test results within the 48 hours. Those unable to comply, will be mailed their degrees.
 - The graduation ceremony will also be live streamed.

- The College recognizes Dr. Sam Lee's temporary assignment to MAP (Military Articulation Platform) leadership team and thanks him sacrifice.
 - Interim VPAA position is in the HR queue.
- C. Vice President of Academic Affairs (Sam Lee)
- Quick reminder that Juneteenth holiday falls on June 20th, so Summer session classes will begin June 21st.
 - We recently submitted our Substantive Change application to ACCJC for the beginning of our carpentry apprenticeship program that has 100 courses and offers 13 certificates. Thanks to Dean Etchison, Director Vasquez and Dr. Jim Thomas for their great work and support and the District for making this possible.
 - We will be able to serve up to 700 students a year and hope to get start the program by fall 2022.

XII. Standing Committees & Liaisons Reports

APC (Patty Worsham)

- HOTEM presentation went well.
- APC is reviewing the New Faculty Prioritization process.
- We will be sponsoring a New Faculty Retreat in May.

Assessment (Ashlee Johnson)

- Assessment drop-in hours will be held this week during college hour for those who need assistance.

CMAC (Sarah Burnett)

- CMAC is working on its charter, starting from scratch and should be ready by the next Senate meeting in April.

Distance Education (Sarah Burnett)

- DE will be hosting an information session on April 5th during college hour about the California Virtual Campus Online Education Initiative.
- Both our sister colleges are moving forward with joining the consortium, and she thinks it's time for us to do the same rather than being left behind.
- The DE Committee finished its Charter and will be bringing it to the next regular Senate meeting.
- The De Committee is putting together a guidelines document for using the IOI observation tool, which is almost ready to go.
- Sessions are now available to learn how to convert your course videos into Mediasite videos.
- Courses to certify/ recertified faculty to teach online will hopefully be ready during spring break. The equity certification course will be ready at a later date.

Professional Development (Dana White)

- The FPDC will be sending out a call for proposals for FLEX activities.

Library/LRC (Vivian Harris)

- The Library is working to align the service area outcomes with the college's outcomes.
- The library is featuring a book display in the library that are dedicated to Women's History Month.

- Students are still able to request laptops, but the all the hotspots have been checked out.
- ASNC purchased textbooks that can be checked out for the entire semester.
- The library has an entirely new study area fully furnished and fully equipped with charging stations.
- A Read to Succeed event took place last week.
- LRC now has Physics tutors. Thanks to faculty for spreading the word!

TLC (Dan Reade)

- Equity Audit results and recommendations were presented to TLC by Lauren Ford of the Hotep Consultants.
- Charter for the Teaching & Learning Committee was approved unanimously.
- Lisa Hernandez and Jose Sentmanat were approved unanimously as the next TLC co-chairs.
- Brown Bag Events for Spring semester:
 - Video Tour of Campus (Thursday, April 7th during College Hour)
 - Intercultural Communication (Tuesday, May 3rd during College Hour)
 - Canvas Show-and-Tell (date in May to be determined)
- A group of faculty members is being assembled to further explore the hyflex teaching modality.

CSEA (Daren Koch)

- CSEA's Classified Senate appointed two new classified professionals to the Resources Council to fill the vacancies: Junior Lopez, Athletic Field Caretaker, and Paula Barerra-Partida, Employment Placement Coordinator. Paula was also appointed to be the classified professional Co-Chair.
- The Call-to-Action Plan & Structure has been reviewed by the Classified Professional Development Committee and was forwarded by CSEA's Classified Senate to CSEA for consideration.
- The 4th Annual Classified Professional of the Year nominations are open to all classified professionals through March 11th. The announcement of the 2022 Classified Professional of the Year is expected in April.
- Classified professionals are recognizing Women's History Month on social media spotlighting some of our amazing, classified professionals.

DEMC (Melissa Bader)

- DEMC is meeting to continue discussions about low enrollment and enrollment management.
- There will be a special meeting of DEMC to talk about the coupling or uncoupling for the winter, fall, and summer terms based on student feedback.
- Although the District is going to be in a “Hold Harmless” next year, the FTE targets are not reflective of pandemic numbers, so they’re going to be readjusted to make them more realistic.

DSPC (Melissa Bader)

- DSPC met last Friday and received a presentation on the District’s non-credit expansion from Dr. Mills.

Guided Pathways (Melissa Bader)

- GP will be holding its first Lunch and Learn where we will be talking about our schools and Meta Majors.

- GP is also developing a four-part podcast. The first will feature Melissa and Dr. Kevin Fleming, and it's dedicated to Meta Majors.
- GP will soon approach the Senate to discuss the next round of project team leaders.
- The scale of adoption was approved and submitted. Thank you to Drs. Lee and Green for signing off on that.
- We will soon be presenting the scale of adoption to the Board of Trustees and to our sister colleges.

Racial Justice Taskforce (Dominique Hitchcock)

- We had previously asked you to save the date for the 23rd this week for our next presentation of Black and African American students who are the identify women, but regrettably we didn't get enough videos.
- The next event will take place on March 30th and will highlight Latinx students.

PGSL (Vivian Harris)

- The deadline for reclassification or course approval is May 4, 2022.

Discussion Items

- XIII. The Senate discussed [Leading from the Middle Project Update](#).
- XIV. The Senate discussed Library and Learning Resource Center Academic Support [Statistics](#) and [Highlights](#)
- XV. Meeting adjourned at 3:33 PM.