



Minutes
Norco Academic Senate Meeting
August 29, 2022
1:30 - 3:30 PM Hy-Flex

Meeting called to order at 1:30 PM.

I. Attendees

Officers, Senators, Alternates, and Committee Chairs & Liaisons: Hayley Ashby, Melissa Bader, Kimberly Bell, Courtney Buchanan, Vivian Harris, J. Marie Hicks, Ryan Hitch, Dominique Hitchcock, Ashlee Johnson, Brian Johnson, Amy Kramer, Virgil Lee, Barbara Moore, Lisa Nelson, Dan Reade, Tim Russell, Jody Tyler, Sigrid Williams, Patty Worsham

Guests: Quinton Bemiller, Peggy Campo, Torria Davis, Kevin Fleming, Monica Green, Andrea Hanstein (CVC), Jason Parks

II. Approval of Agenda

M/B. Moore, S/D. Reade; Approved by Consensus

III. Approval of [May 16, 2022 Minutes](#)

Approved by Consensus

IV. Open Hearing

- none

V. CTA Report- V. Lee

- Faculty Association negotiated pay raises- a 1% increase for full-time faculty salaries and a 1.44% for part-time faculty salaries. Next year there will be an additional 1% for full-time faculty and an additional 1.44% for part-time faculty- Also covers overload.
- The union has asked that the mask mandate be removed or replaced by a recommendation and are discussing that with administration.
- Long term opportunity has come up through our benefits and faculty are encouraged to take a look at it. Email was sent out by Edwina Cardenas.

Action Items:

VI. The Senate was asked to approve the [Continuation of Virtual Meetings for the Senate](#) (K. Bell)

M/A. Johnson, S/D. Hitchcock; One opposed- Approved

VII. The Senate was asked to ratify appointments made by the Senate President over the Summer (K. Bell).

Laura Adams stepping down as Accreditation Liaison
Hayley Ashby appointed as Accreditation Liaison

- VIII. The Senate was asked to confirm Hayley Ashby as Accreditation Faculty Co-Chair (K. Bell).
M/D. Hitchcock, S/A. Johnson- Approved by consensus
- IX. The Senate selected Lisa Nelson and Ryan Hitch to serve on the Senate Nominations Committee for the 2022-23 academic year.
M/D. Reade, S/B. Moore- Approved by consensus
- X. The Senate was asked to confirm Peggy Campo as the Administrative Co-Chair for the Distance Education
M/B. Moore, S/L. Nelson- Approved
- XI. The Senate was asked to approve the [CVC-OEI Consortium Membership](#)
M/D. Reade, S/A. Kramer- Tabled for next meeting
- XII. Officer Reports
- A. Secretary/Treasurer (Hayley Ashby)
 - No Report
 - B. Vice-President (Dan Reade)
 - School of Arts and Humanities, there will be nominations for a replacement on the Academic Council that I served on- Keep an eye out for those emails.
 - B. President (K. Bell)
 - [Report](#)
- XIII. College Reports
- A. ANSC Representative (Aneesa Kashif)
 - No Report
 - B. College President (Monica Green)
 - Congratulations to Kim and Dan and Hayley for their leadership for the Academic Senate.
 - Region 9 rising of faculty interns
 - Thank you, Kim and Gustavo, for your leadership in collaborating with the region on this inaugural project and for the Senate in helping to identify faculty mentors.
 - Farshid and Kara stepped up to be faculty mentors but the match between mentors and interns did not materialize for this academic year.
 - We will follow the work that the region is doing with the goal to develop, and retain diverse faculty within the region- We'll ask the Senate for support in the future and will track that.
 - As we move into this academic year and we have a number of areas and free pressing our enrollment management- For the first time in our history, we are struggling with enrollment.
 - This provides us with opportunity to look more carefully and strategically at enrollment management which we historically focused more on free enrollment areas.

- That will be a great area of focus, figuring out areas of efficiency that we can achieve.
- As we go into the year, we will be expanding our areas of focus on the complete student journey with regards to retaining students.
- We've been working really hard in the area of Guided Pathways- but really identifying those areas where we lose students along the way.
- In the coming years we expect some budget reductions in the 2024/2025 fiscal year- our new base will be set
 - Our funding is primarily based on FTEs 70%, 20% Need base, 10% success, completion
 - Some changes in staffing may not automatically be filled.
- Other area focus is equity- Thank you all for participating in the HOTEPE Equity Audit- We're taking those recommendations and prioritizing them/ working through them.
 - We're asking the councils to look at those recommendations and prioritize them according to their charge and address them.
 - In addition, looking at their charters and their charge, and identifying in the area for them to be working on within the scope of their agreed upon charters.
- Hopefully as of today, we'll begin the recruitment for the interim Vice President of planning and development- This is Dr. Kevin Fleming's last Senate meeting.

C. Vice President of Academic Affairs (Jason Parks)

- First week last week was great! Thank you to everyone who walked around and greeted our students.
- Enrollment is going well, not as well as we'd like, but not terrible.
 - We are working with the deans to have some creative scheduling in the winter and in the spring- hoping to recover some of that and offer more access to our students.
 - Also adding classes to the second 8-weeks because we do have wait lists on our secondary.
 - We are 19% above where we were last year on this day, so we're almost at 20% from where we were last year.
 - Tracked enrollments the day the Board of Trustees lifted the vaccine mandate and enrollment online was at 70%, but the next day it was 60% face-to-face.
 - The district is up 17.7% as a whole.
 - We have about 300-350 students enrolled in non-credit classes

XIV. Standing Committees & Liaisons Reports

A. Academic Senate Liaisons Reports:

Assessment (A. Johnson)

- We are one-sixth of the way through the cycle, 3% of SLOs and maybe less on PLOs- we need to get assessing.

B. Academic Senate Liaisons: Accreditation, CSEA, CTE, DBAC, DEMC, DSPC, Guided Pathways, Prison Education Program, Equity, PGSL

DBAC (C. Buchanan)

- Met on Friday to go over the initial budget.
- A few things to be aware of:
 - AB169 regarding student housing
 - The State awarded eleven community college districts, student housing construction awards totaling \$546m, but will not be taking more applications until July 2023 which is when our district plans to submit an application.
 - Enrollment, as it was mentioned before.
 - There are possible economic recession possibilities coming, apparently in the forecast.
 - A couple of things affecting our budget like multi-year rate increases for the STRS and PERS as well as sunsetting of the emergency conditions allowance (part of SKIFF funding formula is based on).
 - We will be applying for the continuation of Emergency Conditions Allowance for the next fiscal year- We expect we will get it.
 - Our budget looks good now, but are aware that the next 12-24 months could result in financial hardships.

DSPC (K. Bell)

- Went over budget and over projects and things that are being approved at RCC and how they funded them.

Guided Pathways (M. Bader)

- We will be sending out a collegewide faculty ask for five faculty members for a thirty-hour Special Project time to help facilitate the new implementation of our new schools and assess that out.

Prison Education (L. Nelson)

- We are upwards of 47 classes this semester with 200 students just onboarded.
- Working on enrolling students who have been released and have not completed their degree.

Information Items:

- XV. [Academic Senate Orientation](#) was presented by NC Senate President, Kim Bell.
- XVI. [Disaster Service Workers: Community Emergency Response Team \(CERT\) Training](#) information. (S. Williams)
- XVII. Meeting adjourned at 3:26 PM.