



Minutes
Norco Academic Senate Meeting
On February 12, 2024
1:30 - 3:30 PM | CSS-217 & via [Zoom](#)

Meeting called to order at 1:34 PM.

1. **Attendees**

Officers, Senators, Alternates, and Committee Chairs & Liaisons: Maria Adams, John Alpay, Hayley Ashby, Melissa Bader, Michael Bobo, Kimberly Bell, Vivian Harris, Marie Hicks, Dan Reade, Tim Russell, Erin Spurbeck, Jim Thomas, Jody Tyler, Steff Warsinski, Patty Worsham,

Guests: Quinton Bemiller, Ashley Etchison, Carol Farrar, Karina Gigliotti, Monica Green, Denise Kruiuzenga-Muro, Laurie McQuay-Peninger, Jude Whitten, William Whalen,

2. **Approval of Agenda**

M/J. Alpay, S/M. Hicks; Approved by Consensus

3. **Comments from the Public**

None

Action Items:

4. **Action Item:** [Senate President Appointments](#) (K.Bell)

The Senate ratified appointments made by the Senate President.

- FPDC – Zander Allport and Nancy Quinones
- IEGC – Nancy Quinones; Resources Council/DBAC (Spring 2024 Only) Kimberly Bell
- BAM Taskforce – Virgil Lee

M/M. Hicks, S/J. Alpay; Approved by Consensus

5. **Information Item:** [Institutional Advancement & Economic Development Grants Update](#)

(R. Goldware, L.McQuay-Peninger)

- Vice Chancellor Goldware and managers will be making rounds to provide updates
- Outside of academic support system but here to support faculty members' work
- Coming back throughout Spring Semester to introduce various elements
- Grants and sponsored programs – Laurie McQuay-Peninger, Executive Director
- 20 years of experience and has worked on AS subcommittees and standing committees
- Grants team overview and structure
- Reviewed upcoming funding opportunities and improvements
- Need to have a task force for conversations about grant opportunities/needs in STEM
- K-16 Education Collaboration would cover engineering pathways; Desert Regional Consortium funded; RCC submitted and NC and MVC are submitting
- High Road Construction is for developing credit for prior learning for construction fields (broad definition and includes automotive); colleges would give credit for MC3 curriculum
- Karina Giliotti, Director of Grants at NC is the contact for Norco College

6. **Information Item: Nominations Committee** (D.Reade)
 - Per constitution and bylaws Vice President and two other senators need to be on the nominations committee; responsible for elections coming up including part-time representative, at-large position for college council; Tim Russell and John Alpay volunteered.

7. **Information Item: [Fall Faculty Leadership Retreat Debrief](#)** (K.Bell, D.Reade)
 - Some people have not been paid for travel and compensated for FLEX; working on that; reach out to IDS for assistance also; 22 participants; 75% expressed an improved understanding of expectations and roles after the retreat; “Easy” Action Items related to preparation, increasing diverse participation, delineation of primarily reply upon versus collegial consultation, and reevaluating the culture of the Senate; Establishment of Senate Workgroups and looking for faculty to volunteer; open to all faculty; established by March 4 meeting.

8. **Information Item: [Recruitment for Senate Workgroups](#)** (K.Bell, D. Reade)
 - Faculty are asked to review the email that provides the descriptions of the workgroups and take them back to your faculty to recruit volunteers; the Standing Committee – Info v. Action group is specific to the standing committees whereas the Institution Process to Senate is broader; the email will contain a link to the form to sign up.

9. **Information Item: Senator Election School Rotation** (D.Reade, K.Bell)
 - Desire to improve diversity in representation; do not want all schools to turnover at the same time due to elections; draw schools to determine election schedule at March 4 meeting; one group would hold elections this spring to start two-year term in Fall 2024; the other group would hold elections next spring to start a two-year term in Fall 2025; no term limits; schools can change representatives at any time; provide concerns to the Senate.

10. **Action Item: [Implementing a Procedure to Update Existing Institutional Learning Outcomes](#) – 1st Read** (Denise Kruizenga-Muro, Jude Whitten)

The Assessment Coordinators of the three Colleges are requesting approval of a process to update GELOs after an individual or small group at a college within the district determines that one or more ILOs need to be revised. This will serve as a first read, with potential action.

M/E. Spurbeck, S/M. Hicks; Approved by Consensus

11. **Information Item: [APC Approval for Replacement Faculty](#)** (P.Worsham)

The APC Committee provided the Senate with their recommendations for replacement faculty to be forwarded to the Executive Cabinet.

12. **CTA Report** (Araceli Covarrubias, Norco College Faculty Association Representative, & Virgil Lee, Norco College Faculty Association Vice President)
 - No Report

13. **Officer Reports**

- A. Secretary/Treasurer (Hayley Ashby)
 - Spent some time updating the Academic Senate website over the Winter Session to ensure that all minutes and agendas are posted
 - Previously supporting documents were listed separately; in preparation for our next comprehensive institutional self-study, supporting documents are now included with the minutes for any given meeting
 - B. Vice-President (Dan Reade)
 - No Report
 - C. President (Kimberly Bell)
14. **College Reports**
- A. Associated Students Senate Representative (Jesus Andrade Robles)
 - B. President (Monica Green)
 - Thank you for all of your work on increasing enrollment and boosting college access; email from Dr. Farrar on enrollment updates; important to increase access for the community, but also because it is tied to our funding; target is to get to 2019-2020 enrollment or above to set as the funding level going forward; going into some tight fiscal years so looking for operational efficiencies; focus is on safety 2:30pm on March 26 lockdown; student inquiry teams for guided pathways; SEM plan is going through the process and input to help create changes on how we do and approach things; community engagement is where the president will spend most of her time in Spring (survey and listening sessions); intention is to solicit input for affordable quality education. ~~board and information will go forward to help make the decision~~
 - C. Vice President of Academic Affairs (Carol Farrar)
 - Thank you for efforts in getting enrollment up; 99.8% of target currently (will dip a bit at census); trying to set our floor for apportionment for funding next year; trying to grow efficiency, so if it is possible and sound add students to your classes; CRC enrollments will be in by the end of the week.
 - Let's knock it out of the park!
 - D. Vice President of Planning and Development (Tenisha James)
 - No Report
15. **Standing Committees & Liaisons Reports**
- A. Academic Senate Standing Committees: APC, Assessment, CMAC, Curriculum, DE, FPDC, LGBTQ+ Advocates, Library/LRC, Program Review, TLC
 - B. Academic Senate Liaisons: Accreditation, CSEA, CTE, DBAC, DEMC, DSPC, Guided Pathways, Prison Education Program, Equity, PGSL
16. Meeting adjourned at 3:15 PM.