



Minutes
Norco Academic Senate Meeting
On May 13, 2024
1:30 - 3:30 PM | IT 117 & via [Zoom](#)

Meeting called to order at 1:32 PM.

1. Attendees

Officers, Senators, Alternates, and Committee Chairs & Liaisons: Maria Adams, John Alpay, Hayley Ashby, Melissa Bader, Michael Bobo, Kimberly Bell, Jacob Drainville, Vivian Harris, Marie Hicks, Kim Kamerin, Daren Koch, Cheryl Kumar, Virgil Lee, Ana-Marie Olaerts, Sandra Popiden, Dan Reade, Tim Russell, Erin Spurbeck, Jim Thomas, Jody Tyler, Steff Warsinski, Aldo Yañez Ruiz

Guests: Ruben Aguilar, Chris Clarke, Carol Farrar, Monica Green, Tenisha James, Christopher Lugo, Kaneesha Tarrant

2. Approval of Agenda

M/K. Kamerin, S/J. Alpay; Approved by Consensus

3. Approval of minutes for [May 6, 2024](#).

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

4. Comments from the Public

- TurnItIn may not be supported going forward; should we be budgeting for this in the future outside of District DE?

5. **Information Item:** A [Government Relations Update](#) (C. Clarke)

The Senate was provided an update on Government Relations by Government Relations Director Rodriguez. ([Senate #11](#))

6. **Information Item: Senate Photograph (K.Bell)**

- The 2024-2025 Senate took a group photo to update the website

7. **Information Item: Recognition of Faculty Milestones (D.Reade)**

- The Senate Officers recognized our faculty who have achieved a career milestone

8. **Information Item: Faculty Recruitment for 2024-2025 (K.Bell)**

- The Senate President announced recruitments for the faculty positions needed throughout the college and district for 2024-2025
- A few individuals have expressed interest in Honors Coordinator with a 0.2 reassign time, but no takers yet
- Opening for the Global Learning Study Abroad for a one-year staggered term
- Opening on District Enrollment Management
- Two individuals interested in Resources Council, so we will be able to fill those positions
- Academic Council and Student Support Councils (2 openings) are looking for representatives

- Still filling positions for the District Reorganization of committees; please respond back to the Senate President if you receive an email

9. **Information Item: [Update: DRC Policy and Procedures for In-class Employees/Aids](#) (K.Bell)**

The Director of the Disability Resource Center, Greg Ferrer, provided the Senate with an update on the policies and procedures for personal care attendants and in-class employees.

- Two different forms: 1) Personal Care Assistant (PCA) Form developed by DRC leads and district counsel; 2) DRC Classroom Aide Guidelines and Rules
- Cannot discuss academic issues with the PCA due to FERPA
- DRC Classroom Aide Guidelines and Rules is an internal form specific to Norco College; addresses safety rules for the sciences and labs
- Forms will be emailed, so we can have them available for distribution in the classroom
- Would be helpful to have the form given to the student 3-4 days before; would be nice to have some way to show that the student was contacted by DRC prior to the class, so the instructor knows the first day; DRC will consider these suggestions
- Confer with Educational Services to see if access can be provided to support individuals automatically
- Raised issue of classroom cap if the class is full; institutional responsibility to make the accommodation, so we must allow aides into the classroom

[\(Senate #11\)](#)

10. **Action Item: Library and Learning Resource Advisory Committee 2023-24 Charter** (K.Bell)

- The Senate sent the LLRAC 2023-24 Charter back for review of the equity statement. [\(Senate #7\)](#)

11. **Information Item: Standing Committee Reports of Effectiveness** (K.Bell)

- Norco Assessment Committee and one other Report of Effectiveness were turned in early and due in Fall
- Review and provide feedback

[\(Senate #7\)](#)

12. **Information Item: Name Change for Early Childhood Education** (M.Adams)

- Changing the discipline name at Norco to Child Development and Teacher Preparation effective Fall 2024 to align with the lab at Stokoe Education Center
- Approval by their advisory board, district discipline, and school (HaPS)
- Disciplines at all three colleges have a different name, but will have the same name when the state decides
- The process for changing the discipline name requires the school approves and then it comes to Senate; advisory board also agreed because it is part of CTE [\(Senate #4\)](#)

13. **CTA Report** (Araceli Covarrubias, Norco College Faculty Association Representative, & Virgil Lee, Norco College Faculty Association Vice President)

- The Faculty Association will again be providing alcohol for faculty members at this year's pre-graduation festivities.

- The Open Enrollment period for the part-time health insurance will conclude this Friday, May 17th.
- The May revise of the California State budget is complete, and the COLA rate has been finalized at 1.07%. Since our contract guarantees COLA increases to be passed through to faculty, our COLA salary adjustments will begin on July 1st.
- This week's regular meeting of the Faculty Association will be held in CSS-217 at Norco College from 1-3 PM on Tuesday, May 14th. All members of the Faculty Association are encouraged to attend. Food will be provided.

14. **Officer Reports**

A. Secretary/Treasurer (Hayley Ashby)

- No Report

B. Vice-President (Dan Reade)

- Still soliciting nominations for the Part-time Faculty Senator; anyone can nominate; closes on Wednesday, May 15, 2024

C. President (Kimberly Bell)

- Reminder that Distinguished Faculty Lecture is on Thursday, May 23, 2024, 12:50-1:50PM in CSS 217
- Proposed dates for Fall Senate Meetings to be sent out via email; voted on at District Senate level next Monday
- No meeting on the first day of the semester; RCC wants to have the option of a June 9, 2024 meeting
- Would like to have more participation at the District Academic Senate meetings; can attend via Zoom; NC Senate President will be the next District Senate President in 2024-2025

15. **College Reports**

A. Associated Students Senate Representative (Cheryl Kumar)

- NOMU Festival is coming up on May 17, 2024, from 5-10pm; see the poster and flyer for details
- Radical Movie Night on May 16, 2024 at 7:00pm
- ASNC winners have been released
- Suggestion to join Group Me for clubs for faculty club advisors

B. President (Monica Green)

- May Revise came out; Governor has largely protected K-12 and CC; some reductions at the Chancellor's Office that includes the investment for the Nursing Program, Student Housing, Common Cloud for Data Sharing, Credit for Prior Learning, Low Income Domestic Care Workers
- Bracing ourselves for reductions in the following year
- Down 4% in enrollment since pandemic, but did grow 14% this year; enrollment and efficiency are important going forward

C. Vice President of Academic Affairs (Carol Farrar)

- Working with Business Services to ensure efficiency in room use, targets, FTES, and efficiency targets will be in place by June

- District Enrollment Management Committee will need another representative due to a retirement
- Still have a go live date of June 20, 2024 for the new website; can still send changes to Lenny
- Thank those that are serving on faculty hiring committees (17 recruitments)

D. Vice President of Planning and Development (Tenisha James)

- Encourage senators to review the Equity Plan; focus on disproportionately impacted students based on data; racial equity is what the college has committed to, and the data justifies that commitment

E. Vice President of Student Services (Kaneesha Tarrant)

- Provided the link to the Commencement Page
- Additional training in Fall 2024 on the CARE Network
- Stressful time for students, so please reach out to Mental Health and Wellness; complete a CARE report
- Mark Lewis and Araceli Covarubias will be the commencement name readers
- Faculty Reception starts at 3pm and will go to 5pm; recognizing June 2024 retirees

1. [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, District Safety and Security, Equity, PGSL

17. Meeting adjourned at 3:27 PM.