

NORCO
COLLEGE
Norco Academic Senate Meeting
March 4, 2019
1:30-3:30 ST107
Minutes

I. Call to Order 1:31 pm

II. Roll Call: Officers, Senators and Alternates: Barbara Moore, Peggy Campo, Virgil Lee, David Payan, J. Marie Hicks, David Mills, Judy Perry, Jim Thomas, Bob Prior
Reporting members: Celia Brockenbrough, Rudy Castellanos (ASNC)
Visitors: Kevin Fleming, Toren Wallace, Michael Collins

III. Approval of Agenda David motioned, and Marie seconded, Unanimously approved.

IV. Approval of Minutes February 25, 2019 Postponed until next meeting.

V. Special Business

A. Facilities Master Plan SWOT Analysis-Discussion Item (DLR Architects)

Presentation given by Linsey Graff (Project Manager) of DRL, which is the firm that is helping to draft Norco College's Facilities Master Plan

1. Introduced project
2. Has already met with Norco College stakeholders
3. Seeking to align the Facilities Master Plan with the Big Us Plan
4. Much of the current draft the Facilities Master Plan is from Norco College's previous Facilities Master Plan.
5. Asked us to think about how do facilities limit student success?
6. College currently has 241,134 ft² of gross square footage (includes all space within walls), which will need to be increased to 622,457 ft² by 2030 if the college is to become a comprehensive college.
7. College currently has 23 ft²/student of assignable square footage (includes all space within walls excluding hallways, restrooms, and mechanical spaces), which will need to increase to 100 ft²/student by 2030. (DRL is trying to conceive of ways to increase capacity without square footage.)
8. Seeking Academic Senates input on what types of teaching accommodations that faculty will need in the future. The following suggestions were offered.
 - Have centralized classroom designs (e.g., position math labs near math classrooms)
 - Have a lot of smaller classrooms for smaller music groups to meet
 - Have administrative and counselor functions in close proximity to their disciplines
 - Increase DRC testing facilities
 - Increase space for aptitude testing
 - Include space for part-time faculty to meet with students
 - Design classrooms that support a variety of different teaching modalities
 - Group faculty offices by disciplines and/or schools
 - Group faculty offices around a centralized office space
 - Design classrooms that do not have a single, centralized whiteboard focus

Questions posed by senators:

- Are safety and security considerations are being factored into the new Facilities Master Plan?
 - These will be embedded into the Plan
- Asked whether the Plan includes a new access road
 - This was the top concern expressed in earlier conversations with Norco College stakeholders, and at least one (and perhaps more) campus access road will be featured into the new Facilities Master Plan.

DRL has scheduled future visits to the campus (on 4/2, 4/30, and 5/14) to gather more feedback and present their initial recommendations. Will be out on the Palm Plaza next Tuesday during college hour to collect feedback from students.

VI. Old Business

A. Selection of Five-to-Thrive Presentation at March BoT meeting.-Action Item (Campo)

The senate will select the Five to Thrive to present at the March 19, 2019 Board of Trustees meeting.

- The two candidates were either Trailheads or Leading from the Middle.
- After some discussion, Marie motioned, and Kim seconded, that the Trailheads be chosen. Unanimously approval.

VII. New Business

A. Request for flexible/reservable office hours and make up exam space for adjunct faculty-Discussion Item (Hicks)

The senate will discuss the possibility of adopting a resolution in support of the creation of an adjunct faculty support space on campus.

Marie made a presentation about the need of adjunct faculty for office space to both hold office hours and proctor make-up quizzes and exams because currently they feel dispossessed.

- There appeared to be consensus from senators in support of this request.
- While a lengthy discussion ensued about what space might be made available, such as not used faculty space, classrooms not in use, and parts of the copy room or tutoring center. It was concluded that the selection of such space was not a Senate decision.
- David Mills volunteer to draft a resolution in support of adjunct faculty being given access to office space, which he will present for consideration at the next meeting.

B. Military Articulation Platform demonstration-Information Item (Campo)

The new Military Articulation Platform was demonstrated.

- The Military Articulation Platform is a software program that will aid faculty members grant veterans college credit for training they received in the military.
- It is intended to supplement the preliminary work that has been done by the American Council on Education (ACE).
- Selected ACE recommendations will be sent to discipline experts (department chair persons or other faculty members), who will decide whether college credit is appropriate and which college credit will be granted.
- The purpose of the MAP is to provide veterans with the college credit they deserve for courses and material they have already learnt while enlisted.
- Currently have funds up to 15 hours for each faculty member to do articulations because it is time consuming to read through the list of courses to articulate with our courses, but we do not want faculty to just blanket articulate courses; the not articulating courses is just as important as articulating them. We want this to be a useful tool for our student veterans that is faculty driven.
- This program is also envisioned as a recruiting tool for veterans.

- Peggy, Kevin, and Brian will be presenting the Military Articulation Platform to the State Community College Chancellor.

3:00 VIII. Officer & Liaison Reports

- A. CTE Liaison (Zwart)
- B. Guided Pathways Liaison (Bemiller)- currently at the GP summit.
- C. President (Campo)

- The ASCCC held its Faculty Diversification meeting at Norco College last Thursday with approximately 30 people in attendance. Peggy thanked Ana Molina for all of her hard work to make that meeting a success.
- Peggy reached out to both administration and the members of the Classified Senate to set up a meeting to help resolve differences that lead President Reece to suspend the Classified Senate.
- Peggy is arranging an All-Faculty Meeting to allow faculty members to voice any issues they have about the college. These meetings have been difficult to manage in the past and trying to think of a different way to organize.
- She is considering using this as a funding drive to replenish the Academic Senate scholarship fund, which is running low on cash, by giving speaking priority based on the amount of cash donated, like a piano bar, this will also help resolve previous complaints from part time and nontenured faculty of not being able to participate in discussions at all faculty meetings
- Spring Plenary will be held during Spring break in Burlingame , CA
- D. RCCDFA/CCA/CTA/NEA (Boelman)
- E. Secretary/Treasurer (Kamerin)
- F. Student Liaison (Parra)- Rudy Castellanos- no report
- G. Vice President (Thomas)

Jim is going to send an email message today requesting nominations for candidates for the offices of President, Vice President, and Secretary/Treasurer for the 2019-2022 term.

- a. Nominations will be accepted from today until 3/15.
- b. Elections for these positions will be held 3/18-3/22.

IX. Norco Senate Committee Reports and District Committee Reports

- A. Academic Planning Council (Bader)(#10, 10+1)- currently at the GP summit
- B. Assessment Committee (Adams) (#5,#9, 10+1)
- C. Curriculum Committee (Johnson) (#1, #2, 10+1)
- D. Distance Education Committee (Bobo) (+1, 10+1)
 - Attended the District DE meeting. Sheila Pisa is the new interim District DE Director. Currently there are 3 workgroups at the district level. One creating a rubric for online teaching IoI for DE only, one for the evaluation of the program of DE courses, and one to create an online student orientation, to ensure students are ready for their online courses.
 - Canvas will open up more broadly during the summer to more courses; shells will be provided to all courses at Norco college.
- E. District PG&SL (Brockenbrough) (+1, 10+1)- will be meeting this Thursday. Sabbatical submissions due March 15 and May 15 for the following Spring semester only.
- F. Library Advisory Committee (Brockenbrough) (+1, 10+1)
- G. Professional Development Committee (Russell/Zamiska) (#8, 10+1)
- H. Program Review Committee (Gray) (#9, 10+1)
- I. Study Abroad Committee (Campo) (#2, 10+1)
- J. Teaching and Learning Committee (Bemiller) (#5, 10+1)

X. College Reports

- A. College President

XI. Open Hearing

- Dinner with the President is Thursday April 18; special ticket prices are available for faculty \$70. Maybe we should have a table for senators?
- Evacuation drill tomorrow at 9:20 am. An announcement will go out via Rave.

XII. Adjournment

Persons requiring a disability-related accommodation to participate in the Senate meeting, including materials in alternate formats, may request such service from DRC at 951-372-7070.