

NORCO COLLEGE

Minutes

Norco Academic Senate Meeting

November 2, 2020

1:30-3:30 p.m. Zoom

Call to Order: 1:32 pm

I. Roll Call:

Officers, Senators, Alternates, and Committee Chairs & Liaisons:

Laura Adams, Kimberly Bell, Quinton Bemiller, Michael Bobo, Peter Boelman, Courtney Buchanan, Sarah Burnett, Angelica Calderon, Alexis Gray, J. Marie Hicks, Vivian Harris, Dominique Hitchcock, Samia Irfan, Brian Johnson, Kim Kamerin, Virgil Lee, Barbara Moore, Lisa Nelson, David Payan, Judy Perry, Jody Tyler, Dana White, Sigrid Williams, Patty Worsham

Absent:

Guests: Maria Adams, Melissa Bader, Meghan Chandler, Kevin Fleming, Monica Green, Samuel Lee, Jason Parks, Suzanne Schepler

II. Motion to amend agenda and remove item 11 (Student Survey Results) and approve agenda as amended: M/Hicks, S/Kamerin, Approved.

III. Review of [Minutes of October 19, 2020](#)

IV. Officer Reports

A. Secretary/Treasurer (K. Kamerin)

- No Report

B. Vice-President (V. Lee)

- A call was put out for faculty commencement speaker nominations, but no suitable candidates were nominated.
- It was decided that another request for nominations will be sent to faculty.

C. President (Q. Bemiller)

- [NCAS President Report](#)

V. College Reports

A. Associated Students of Norco College (A. Calderon, S. Irfan)

- Meeting was held to discuss student debt relief with other ASO presidents
- ASNC is looking into offering a COVID emergency stimulus, similar to the \$13k given it gave to students who didn't qualify for CAREs Act funds (such as undocumented students).
 - Another meeting will be held to discuss this emergency fund in hopes of being able to disburse funds this semester.

- A family-friendly virtual magic show will be held this Thursday, November 5th at 5 pm and faculty are asked to encourage their students to attend.
- The ASNC web page was hacked and a new one had to be created.
- Inspirational stories are still being collected with a deadline of November 30th. All students who submit a story will be entered in a raffle where five will win a gift card.

B. College President/Vice-President Academic Affairs (M. Green/S. Lee)

Dr. Green Updates

- Chancellor's Office Listening Tour will be on November 10th, there will be four sessions that will start at 2 pm and all invitations have been sent out.
 - We'd like to communicate to the chancellor and the Board of Governors our areas of greatest need to better serve our students during this time.
 - Leadership across the constituent groups have been invited to that meeting including Academic Senate, Student and Classified leadership as well as Executive Cabinet. Leaders of all the project teams will also be joining.
- Chancellor Oakley will have a general town hall discussion afterwards, during which he will have the opportunity to speak about the vision for success and an answer a Q&A session.
- Update on Racial Justice Taskforce, all three work groups meet monthly.
 - Work groups consist of 32 members, including 13 faculty, seven administrators, five staff, and at the last meeting, seven students. Students are highly encouraged to attend.
 - Taskforce is focused on the 10-point plan to address anti-blackness on our campus and the three groups are broken down into six of those points.
 - Work Group A is dedicated to lifting black voices and building a culture of commitment to eliminate anti-blackness. (Thank you to Dr. Hitchcock for her leadership in this group)
 - Work Group B is focused on critically examining student conduct and discipline data and addressing anti-blackness in campus school policing. (Thank you to Dr. Sigrid Williams for her leadership in this group)
 - Work Group C is acknowledging the past and revisit the history of anti-blackness and address anti-blackness in the campus culture. (Thank you to Dr. Lisa Nelson for her leadership in this group)
 - There are four additional points in the 10-Point Plan. The points related to data are under discussion. There are a couple of other points that focus on long term goal that we plan to address in the next academic year.

- All information about the work of the taskforce including the meeting notes are available on the Norco College website under Racial Justice.

Dr. Sam Lee's Updates:

- Nov. 2, 2020 is expected Winter registration start;
- Nov. 6, 2020 the colleges complete Spring Schedule;
 - Nov. 16, 2020 Spring Schedule to be published;
 - Nov. 30, 2020 Spring registration to start.
- If allowed, the college is hoping to offer the following courses in a face-to-face manner in Spring:
 - six MIS
 - 11 MUS courses
 - Bio 50B (Anatomy and Physiology)
 - Bio 55 (Microbiology).
- Working with discipline leaders on face-to-face exams opportunities for spring for a number of STEM courses, more details to follow.
- Melissa Bader is heading the instructional material requests from faculty. Another request announcement will be sent out with a one window period for submission.

VI. Liaison & Standing Committee Reports

A. Academic Senate Standing Committees

DE Committee Update: (S. Burnett)

- DE will be using MVC's DE Den and will be meeting to create a Norco College taskforce.

CTA Update: (P. Boelman)

- The survey results of faculty related to the prospect of opening the contract are in; of the 253 responses, 239 said that they want to roll over the contract. The following comments were also received:
 - want to make sure salaries and healthcare benefits are protected.
 - concerned about increasing salary and benefits for part time faculty.
 - interested in renegotiating the online teaching load requirement and online office hours.
- Discussions will take place with administrators and a decision about whether or not to open the contract should be made hopefully by the end of the semester or early next semester.
- If the contract is not rolled over, negotiations will begin next year.
- CTA is confident the contract will be rolled over.

B. Academic Senate Liaison

OER: (S. Burnett)

- Dr. Burnett has requested some language and documents that are consistent throughout the state.

- TLC recently had a conversation about doing a Flex activity in the Spring about how to use Open Education Resource books and how to embed them into courses and to save students money.

C. Other

VII. Action Items/Discussion: Academic Senate Business (V. Lee)

A. Nominations Committee Appointment

- Virgil is the chair of the Nominations Committee and according to bylaws, it is required to have two other members with Marie Hicks being one.
- Dominique volunteered to be the third member, and no objections were offered by the Senate members

B. NC Academic Senate Constitution

- The Senate has been modifying the Constitution and Bylaws. Bylaw modification require approval by Senate members, while Bylaw modification require approval by the faculty.
- Senate members had previously approved modified wording of the Constitution that will soon be put to a vote of faculty. However, there is a small error in the previous version of the Constitution that was approved by the Senate that needs to be revised before it will be put before faculty for a vote.
 - In Article 3, Section 5, the word “concurrent” needs to be changed to “consecutive.” A motion to this effect was made by Virgil, which was seconded by Kim Kameran. The motion was unanimously approved.

C. NC Academic Senate Bylaws: [Current](#), [Redlines](#), [Clean Edit](#)

- Full Bylaw modifications will be coming in Spring that will require extensive discussion by Senate members.
- In the meantime, the Bylaws will have to be changed in anticipation of the Constitution modification are approved by the faculty so that the Bylaws agree with the Constitution. Virgil will be proposing a few small modifications to the Bylaws to get the Senate through the next few months.
 - The main changes will be to change “members” to “voting members” in various places throughout the bylaws
 - He will also be proposing that the Academic Planning Council name be changed to Academic Planning Chairs to reflect an earlier action of the Senate.
- These votes will take place at the next Senate meeting.

VIII. Action Item, First Read: BP/AP 2040 Library Services (V. Harris)

Academic Senate will consider [revisions](#) to BP/AP 2040. [Current BP/AP 2040](#).

- Due to other BP/APs currently being revisited, we would like to revise ours. Under the discard procedure section, Library Services wants more flexibility with regards to the options it has for discarding books and materials,

possibly passing things on to instructors or students instead of trashing them.

- Sometimes other colleges need them, so flexibility with what to do with those materials.
- Item II was stricken because the IMC no longer exists.
- Learning Support Services is being stricken from the title of the board policy due to Library & Learning Resource Center being 2 separate entities
- Transcript holds are no longer allowable, so that section was also removed.
- Grievance order was updated.
- Plan is to revisit in two weeks.

IX. Action Item, First Read: AP 2105 Distance Education (S. Burnett)

Academic Senate will consider [revisions](#) to AP 2105 Distance Education. [Current AP 2105](#).

- This is a first read and everything in RED is legally required, YELLOW is highlighted to draw your attention to language that may have changed and GRAY highlighting are sections that have been uniquely added by the district and requires careful review by us.
- This came to us from the district. It has been reviewed by all DE Committees and has gone back to the chairs in a joint meeting of the DE Committees plus the Vice Chancellor.
- Document has been reorganized in a more logical sequence.
- Senate input is being requested for section one.
- Section two, “Institution ensures regular interaction...” means it might need to become part of our IOI process and will be working on PT IOIs to include RSI. FT IOIs will follow.
- When approving TAs, you’re acknowledging that you understand RSI.
- Language has been changed to make it more current.
- State Chancellor sent a five-page document talking about privacy law, protection of students’ rights, etc.
- Two large blocks from that document were copied and pasted in the Legal Issues section.
- Changes will be voted on at the next Academic Senate meeting.

X. Information/Discussion: Reorganization of Early Childhood Education (ECE) and Administration of Justice (ADJ) out of the Social & Behavioral Sciences Department (SBS) and into the Business, Engineering & Technology Department (BEIT) (S. Burnett)

To provide a streamlined process for overall management of the ECE and ADJ programs, ECE and ADJ would like to move to BEIT. Academic Senate will be updated and offer feedback.

- CTE programs need to be advocated differently ECE and ADJ fit better within BEIT (Gray)

- BEIT supports the re-org. (Worsham)
- Discussion about how to split departments more normally and routinely should take place as departments continue to grow. (B. Moore)
- Makes sense to put as many CTE programs together so that they are better served and/or would they benefit from being their own thing. (Kamerin)
- Most of BEIT disciplines are CTE programs.
- Another positive thing about this is that it would greatly increase the number of people in this department and in terms of participatory governance, BEIT has consistently struggled to have enough representation. (Bemiller)
- This will allow for CTE to divide the responsibilities among the department and will alleviate some of the pressure.
- Quinton recommended having a vote within their departments.
- There seemed to be widespread support of the proposed change.

XI. Item Removed

XII. Open Hearing/Good of the Order

- Social Justice Event – (See NOR-ALL from Dr. Lisa Nelson)
The Prison Within – A discussion with cinematographer and film participant Troy Williams, November 12, 4:00 – 6:00 pm.
- Upcoming concert- (K. Kamerin)
Six Feet Apart- November 20th
Current and former students will be performing.

XIII. Adjournment- 3:15 pm