

NORCO COLLEGE

Minutes

Norco Academic Senate Meeting

April 5, 2021

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

Call to Order: 1:33 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, Ashlee Johnson, Brian Johnson, Kim Kamerin, Daren Koch, Virgil Lee, Barbara Moore, Lisa Nelson, David Payan, Jody Tyler, Dana White, Sigrid Williams, Patty Worsham, Cameron Young

Absent:

Guests: Melissa Bader, Torria Davis, Hayley Garcia Ashby, Ashley Etchison, Kevin Fleming, Monica Green, Mark Hartley, Samuel Lee, Megan Lindeman, Jethro Midgett, Christopher Moffatt, Damon Nance, Gustavo Ocegüera, Jason Parks, Marianne Stefanous, Walter Stevens

II. Approval of Agenda

M/K. Kamerin, S/M. Hicks- Approved

III. Review of [Minutes of March 15, 2021](#)

IV. **Open Hearing**

- Jody Tyler inquired about vaccinations for students which was not mentioned in the union announcement. Senate President, Bemiller replied with vaccinations cannot be required by any schools in California.
- Daren Koch reported that Patricia Gil was confirmed by RCCD Classified and her nomination has now been sent to California Board of Governors for consideration.

V. **Action Item, Second Read:** [LRC Funding Plan Allocation Model, 21SUM-22SPR](#)
(V. Harris/D. Koch)

Academic Senate will consider the Projected LRC Budget for 2021-2022 Academic Year. [Reference: Library LRC Plan](#)

M/K. Bell, S/V. Lee Motion Approved.

VI. **Officer Reports**

A. Secretary/Treasurer (K. Kamerin)

No Report

B. Vice-President (V. Lee)

Encourages everyone watch the Parliamentary Procedures talks on the Governance Resource website.

C. President (Q. Bemiller)

[See Attached](#)

VII. **Faculty Association/CTA Report (P. Boelman)**

[See Attached](#)

VIII. **College Reports**

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

- There will be an event on April 23rd with magician Kevin Blake at 5 pm.
- ASNC Presidents got together with the Student Trustee and came up with a survey for students that will be emailed out regarding returning to campus in the fall- It will be forwarded to faculty to share with students.
- District sent out surveys and received about 3,000 responses but have not been shared with ASNC.
- First 100 students to respond to email will receive \$25 gift card.

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

President Green:

- Chancellor and presidents meet regularly and ensure that we are reporting to each of our colleges.
- The Strategic Planning and Governance manual is going to the Board of Trustees for presentation tomorrow (Thank you Dr. Fleming for his leadership and the Academic Senate).
- Thank you to the entire college for their contribution to the Strategic Plan and Governance manual.
- We are working to consolidate multiple programs under a single administrator as well as long-term leadership. (Programs to include- Dual Enrollment, Summer Bridge Program, Prison Education, Competency Based Education and Credit for Prior Learning)
- This will result in an Associate Dean of Educational Partnerships.
- This will not increase the number of managers at the college and will align with RCC structure.

Vice President Lee:

- If anyone is interested in the Plenary conference, we can find \$350 for it.
- Deadline for schedule is April 16th and the deadline for the IDSs to enter will be May 7th.
- Schedule will be published on May 17th and registration begins June 1st.
- We have significant funding that could go toward instructional technology, facilities development equipment, instructional materials, software, and licensing fees as well as support personnel.

- If you have specific needs, let your Dean/Chair know so that it may be added to the list.

IX. Standing Committees & Liaisons Reports

A. Academic Senate Standing Committees

1. APC (P. Worsham)

- No Report

2. Other (Assessment, Curriculum, Program Review, Distance Education, etc.)

- [TLC Report](#)
- Program Review had a bootcamp and had over 60 attendees

DE Committee- (S. Burnett)

- Emergency DE meeting to take a look at their regular substantive interaction policy on Wednesday.
- Have a meeting with all the chairs and the district about certification process
- IOI document had to be pulled from today's meeting due to some feedback from Riverside
- OER- you can anticipate a survey coming out in the next week.

LGBTQ+ (C. Young)

- First meeting took place early March and recapped and brainstormed about the future direction of the committee.
- Centered around a speaker series that will hopefully be launched mid-May.
- More information will come after next meeting.

Library (V. Harris)

- Read to Succeed event will take place on April 22nd from 12:50 – 1:50 pm
- Accreditation (L. Adams)
- Next deadline for Regular Update is April 9th and subcommittees are encouraged to submit their reports

B. Academic Senate Liaisons

1. Equity/Academic Senate Project Team (D. Hitchcock)

- Academic Project Team has met twice (very small group that includes Dominique Hitchcock, Lisa Nelson, Vivian Harris, Quinton Bemiller)
- Racial Justice Taskforce for both the district and Norco is looking at the process of creating charters and is reassessing their goals.

2. Other (CTE, OER, CSEA, etc.)

- CSEA will be making the announcement for Classified Professional of the Year later this month.
- Classified Professional Development Committee's next workshop will feature presentations by the classified professionals on the Guided Pathways team
- A few committee members are attending the Vision for Success virtual summit 2021 learn more about diversity, equity, and inclusion, anti-racism and student centeredness
- Classified Shared Governance Committee is working this Spring on committee assignments for classified professionals for existing committees/councils as well as new councils

X. **Discussion: Chartering Process for Academic Senate Standing Committees (Q. Bemiller)** Academic Senate discussed adopting/modifying the Norco College Chartering Process for its Standing Committees or continuing to use its current process.

- [See Attached](#)
- Chartering process is meant for transparency, clarity and making sure groups know what they're supposed to do and, in this case, connecting to Senate 10+1.
- It provides the Senate an opportunity to direct the focus of a group's work for a certain duration.
- Senate standing committees can decide the timeframe of their charter, but councils will have five-year charters and committees and project teams will be one year.

XI. **Discussion: Faculty Appointment Process for College Councils (V. Lee)**

Academic Senate discussed the potential process for appointing Faculty members and co-chairs to the new College Councils for Fall 2021.

- Virgil presented the (Suggested) Faculty Needs for the Five Councils at Norco College
- Dominique inquired about Equity and Anti-Racism representation
- Discussion will continue at the next meeting.

XII. **Discussion: Program Review (Q. Bemiller/D. Hitchcock)**

Academic Senate discussed the April 30th deadline for submitting Program Reviews and potential ways to address Equity and Anti-racism self-development in Program Review reports.

- Deadline for Program Review is April 30th
- The short deadline is a concern being that Spring Break falls in-between now and the deadline.
- NC Senate President asked senators to discuss Program Review in their departments.

XIII. **Information: Update on the ERP Project (C. Blackmore)**

Associate Vice Chancellor Blackmore gave an update to Academic Senate on the RCCD ERP (enterprise resource planning) project.

[See Attached](#)

XIV. **Information: Commencement 2021 (M. Hartley)**

Dean Hartley will update Academic Senate with information regarding Commencement 2021.

- The virtual Commencement will be held on June 11th at 6 o'clock but the goal is 11 o'clock so that people may watch it at their leisure.
- Commencement work group is putting together a drive through ceremony to recognize our students and possibly take pictures with the President/VP/Chancellor.
- We were given June 2nd for the ceremony.
- More details to come...

XV. **Adjournment: 3:33 pm**