I. Call to Order: Meeting called to order at 1:40 by Lyn Greene.

II. Attendees: Kim Kamerin, Jason Parks, Tim Wallstrom, Lyn Greene, Charles Sternburg, Diane Dieckmeyer, Peggy Campo, Celia Brockenbrough, David Mills, Tom Wagner, Gerald Sirotnak (ASNC), Rosina Chacon, Sarah Burnett, Sharon Crasnow, Bob Prior

III. Approval of Agenda: Motion by Tim Wallstrom, second by Peggy Campo to approve the agenda. Motion approved.

IV. Approval of Minutes: Motion by Charles Sternburg, second by David Mills to approve the minutes from the November 4, 2013 meeting. Motion approved with one abstention

***Motion to modify minutes by Jerry Sirotnak, second by Chuck Sternburg. Change to Item VII.D. (ADT in Philosophy) to indicate that this is an approval item. Motion approved with one abstention.

V. Officer & Liaison Reports

A. President (Lyn Greene)

- Lyn attended the Fall Plenary session. Several different workshops were presented. One workshop covered differential pay for programs. Programs that are more expensive would receive more funding from the state. All three Academic Senate Presidents volunteered RCCD to participate in this funding strategy. There were several late resolutions. They can be viewed on the website. Attendees learned that President Obama is planning to set up a rating system for community colleges that will be available on the internet. The State of California will also be designing their own scorecard for California Community Colleges. This information will also be available on the internet.
- Jason will be attending the Spring Plenary.

B. Vice President (Peggy Campo)

- No report

C. Secretary/Treasurer (Sarah Burnett)

- No report

D. Student Liaison (Gerald Sirotnak)

- Participated in the Step Out Walk for Diabetes at Castle Park. The students were able to raise $1,600.
- November 21 is last ASNC meeting for the Fall.
- ASNC will be collecting donations for several CalWorks families.
- Read 2 Succeed will have a presentation/book signing by author Dave Pelzer for his book “A Child Called It” on November 21.
- Live to Give – T3p is collecting canned food and clothes for the Philippines. Collection boxes are being placed around campus.

E. RCCDFA/CCA/CTA/NEA (Tim Wallstrom)
- PPO is topic of concern right now. Benefits committee has been disbanded. Will work on new/different committee make-up.

F. Administrative Report
- Accreditation report has been submitted to the District. Will still have some formatting changes, including the insertion of photographs.
- Final Actionable Improvement Plans (previously called Planning Agenda Items) from the Self Evaluation were distributed and reviewed. There are five improvement items.
- The Substantive Change Proposal needs to be submitted in February with Board approval taking place in January.
- Dr. Dieckmeyer shared that Beth Smith (Senate President for the State) spoke about common core curriculum at the CIO conference she attended. Norco is currently working on putting together some workshops with CNUSD to further explore how this curriculum will impact the college.

VI. Ongoing Business

A. AP 7212: Temporary Faculty; holding pattern
- Not coming forward for approval at this time.

B. AP 7120c: Full time Faculty Recruitment and Hiring Committee
- Suggestions for changes are being made, but currently on hold.

C. AP 4260: Limitations on Enrollment: pre-reqs, co-reqs
- District Curriculum Committee put on hold.

D. AP 4021: Still holding
- Currently on hold.

E. AP 7214: Vote for Approval
- First reading was at the last meeting.
Motion by David Mills, second by Peggy Campo, to approve AP 7214. Motion approved.


- Reviewed the three goals from 2013-2014.
  1) Educate the faculty on what Senate does and improve communication between the faculty and Senate.
     a) “Talking points” for the report by the Senators to their departments.
     b) Presidential minutes to Nor-all
  2) Develop an assessment tool to help the standing committees evaluate their work and the work of the Senate.
  3) Develop a shared governance survey for faculty to evaluate the Senate once the education program on the Senate is underway.
  4) Allow time for department input and consideration on issues before votes are taken by the Senate.

Motion by Tom Wagner, second by Peggy Campo to approve the four Academic Senate goals for 2014-2015. Motion approved.

VII. New Business

A. Distance Education Materials (Sharon Crasnow)

- Need to meet Federal and State regulations for Distance Education. The Union has been involved in the discussion on how to move forward.
- The Curriculum Committee presented the regulations.
- Discussion and comments that the information should not be “best practices” but indicate that it has been collected from different areas and may or may not work in your particular area. Use what will work best for you.
- If you have specific comments or concerns send them to Sharon or Lyn to share and incorporate into these drafts.
- Draft document will be revised. Then Sharon would like the Senate and the Union to work together to finalize it.
- Please discuss the intention and future of these documents with your departments.

B. Program Review Plan (Lyn Greene)

- Lyn attended the District Academic Senate meeting and discussed disbanding the District Program Review Committee. The individual colleges should be handling the duties that the District Program Review Committee is doing. District asked Lyn to provide them with an alternate plan. She is working with Alexis Gray (Program Review Committee chair) to draft a process for the future program review process and documents. They are looking at models of program review processes in other multi college districts.
- Draft process will be presented to Norco Academic Senate at the last meeting in June. Changes would be for 2014-2015.
• Request that the presentation to the Norco Academic Senate allow time for the Senators to talk with their departments about the document prior to the end of the semester.

C. Survey Information/ISPC Report to be Presented (Lyn Greene)

• Reviewed survey results.
• Out of 108 people on 8 committees received 93 completed surveys.
• Purpose of survey was to have Academic Senate members see how they are doing.
• In the future a survey will be sent all the faculty in order to collect their comments about their academic senate.

D. ADT in Philosophy (Sharon Crasnow)

• Currently only at Norco, but has been sent to other college disciplines. However, it will need to be changed for each college because different courses are offered.
• No additional courses were added for this ADT.

Motion by Tim Wallstrom, second by Kim Kamerin to approve the 1st reading of the ADT in Philosophy. Motion denied.

Motion by Kim Kamerin, second by Tim Wallstrom to approve the concept of the ADT in Philosophy. Motion approved.

VIII. Norco and District Senate Committee Reports

A. Assessment

• Meeting was cancelled.

B. Library Advisory (Vivian Harris)

• Committee revised and approved their Statement of Purpose to reflect recent changes in the services offered at the LRC.
• Currently have 700 completed Reference Services Assessment Surveys. The goal is to receive 10000.
• The committee has been discussing the new library/LRC for Norco College that will the next project after the completion of the projects already in the queue.
• On Thursday, November 21 Read 2 Succeed will have a presentation from Dave Pelzer author of A Child Called It. The spring book will be Two Badges by Mona Ruiz.

C. APC (Jason Parks)

• The APC approved the prioritized faculty hire list. The top ten positions are listed below:
  1) Spanish
2) History
3) Electronics
4) Psychology
5) Anthropology
6) Sociology
7) Health Science
8) Counselor (Financial Aid)
9) Reading
10) Counselor (EOPS/Counseling)

- Discussion on health science position.

D. Student Success (Bob Prior)

- Working on Title V Grant proposal.
- Working on ways to increase the college transfer rate.
- A team will visit from Barstow Community College on Friday to talk to the Summer Advantage group.
- Also working on Strategic Planning Goals and Objectives. Will bring some ideas to the Academic Senate for approval and some for support.
- The committee is made up of faculty, staff and administration. Some of the members are counselors, staff from the transfer center, early alert area, and matriculation department along with Dr. Green, Dr. Farrar and Dr. Dieckmeyer.
- Last meeting for the semester is next Monday.

E. Curriculum

- No report

IX. Open Hearing

- The Board of Trustees has asked the Norco Academic Senate to nominate someone to serve on the hiring committee for the Chancellor’s position. This committee works through the winter session. The individual needs to be willing to volunteer their time. Must be nominated by November 20.

➢ Sarah Burnett nominated Lyn Greene

Motion by Sarah Burnett, second by Tim Wallstrom to accept Lyn Greene as the representative on the Chancellor’s hiring committee. Motion approved.

X. Adjournment – 3:40

Ruth Smith (Recorder)