

NORCO
COLLEGE
Norco Academic Senate Meeting
February 26, 2018
1:30-3:30 ST207
Minutes

I. Call to Order 1:31 p.m.

II. Roll Call

Senators, Alternates, and Officers: Kimberly Bell, Quinton Bemiller, Peggy Campo, Virgil Lee, Judy Perry, Bob Prior, Jim Thomas, Kim Kameron, J. Marie Hicks, Laura Adams, Cameron Young, David Mills

Reporting members: Melissa Bader, Maria Barragan, Peggy Campo

Guests: Dr. Bryan Reece, Dr. Samuel Lee, Dr. Monica Green, Lisa McAllister

III. Approval of Agenda

Kimberly Bell moves; David Mills 2nd, motion passed (No abstentions)

1:35 IV. Approval of Minutes of 12.4.17

Jim Thomas moves; David Mills 2nd. Approved. Two abstentions.

1:45 V. Administrative Reports

College President

- Screening for the Vice-chancellor of Academic Affairs and Strategic Planning has begun. The district has been without a lead academic administrator for 2 years. This is one of Chancellor's Isaac's top priorities to fill this position.
- DSPC met over the winter and last Friday. Are working on the strategic plan. SWOT analysis and Internal/External Scans are almost complete.
- Chancellor Isaac has been sworn in and had a welcome dinner last Thursday.
- DEMC has been meeting as well. District is almost on target, but funding model next year will not allow carryovers from the previous years (as we have been doing for the past 2 years), so we need to reach target. DEMC had a subcommittee working on trying to get enrollment earlier for our students; although the idea was met with early enthusiasm, it looks like this will not be happening for a while.
- Several faculty are working on an equity mindedness training for faculty hiring committees.
- Enrollment have increased and we are on positive numbers. Due to the call center 7,900 calls were made 1,800 students enrolled 9,000 units of credits.
- The average age is under 19 years old, 80%. The success depends on the gross number of graduates. Rate of improvements will be determine.

2:00 VI. New Business

A. Approval of faculty participating in the Accreditation Standards Committees. Action item (Anderson)

- This item is postpone. The selection will be determine by the senate.

B. Selection of faculty to serve on the District Safety and Security Committee and the District Casualty Insurance Program Workgroup. Action item (Campo)

- District safety and security committee (Meets once a month)- Need nominations to serve on this committee
- District Casualty Insurance Program Workgroup (only meeting during this semester)- Need nominations to serve on this committee
- This will go as old business for next academic senate meeting on Monday. Bring the names of faculty wanting to be part of these committees.

C. Well-being and Safety of Norco College students, faculty, and staff. Discussion item. (Kamerin) Discussion regarding Norco College's reaction to and preparation for active shooters.

- Faculty have concerns regarding campus safety
- Faculty would like to see more active shooter trainings.
- Installation of door locks campus wide.
- Dissemination of information to faculty, staff and students quicker.
- To offer trainings such as CPR and others related to safety.
- Procedures for responding to an emergency.
- More officers patrolling the WEQ area
- To utilize Rave Guardian app.
- Use the Emergency Operations Center and have trainings
- To keep in mind social media

A debrief meeting was done regarding the event.

- Very good communication between the police departments
- District public information officer did a good job
- Receiving not reliable information

Things that need improvement or accomplish:

- Operation plan is in draft form it needs to be finish
- By mid-semester the revised plan will be completed and approved. The next step will be the infra structure items will be installed campus wide.
- Have a plan to disseminate information to the general population
- Have a regional safety training that will be available to Norco College
- Anyone can request a safety assessment of their area
- Suggestion about a magnet (purchased in Staples) that can be used to lock doors.

This item will be part of next week's agenda for discussion.

D. Selection of Faculty Commencement Speaker and Readers. Discussion item (Campo)
Discussion regarding how to select our commencement speaker and name readers the years Norco College does not select the Distinguished Faculty Lecturer.

- Faculty was encourage to bring the names of potential speakers to next Academic Senate meeting for a vote.

- The commencement committee discussed having an alumni speaker instead of a faculty speaker for graduation. This topic will be put for discussion on the next Academic Senate agenda.

E. Guided Pathways Update. Information item (Bader, Bemiller). Updates regarding what has been going on with Norco College's Guided Pathways efforts will be presented.

- Several members of the Guided Pathways attended Institute #3. The guided pathways is required by all community colleges.
- The new Chancellor supports the guided pathways program. He would want district planning and equitable funding for each college.
- Guided pathways four pillars will be shared with everyone.

2:45 VII. Norco Senate Committee Reports, District Committee Reports, and Liaison Reports

- A. Teaching and Learning Committee (Bemiller) (#5, 10+1)
 - Attended Leading from the middle session and were given a coach (head of institutional research from Chaffey College).
 - They will be creating a home team consisting of faculty, staff and students. This team will align with the guided pathways program.
- B. Program Review Committee (Gray) (#9, 10+1)
 - No report
- C. Professional Development Committee (Russell/Zamiska) (#8, 10+1)
 - No report
- D. Library Advisory Committee Report (Brockenbrough) (+1, 10+1)
 - No discussion
- E. District PG&SL (Brockenbrough) (+1, 10+1)
 - No report
- F. Distance Education Committee Report (Wagner) (+1, 10+1)
 - No report
- G. Curriculum Committee (Johnson) (#1, #2, 10+1)
 - No report
- H. Assessment Committee Report (Laura Adams) (#5,#9, 10+1)
 - No report
- I. Academic Planning Council (Bader)(#10, 10+1)
 - Summer and fall schedule has been completed. Will be working in October for winter and spring to have a yearly schedule.
 - Reviewing rubrics for faculty hiring choice. Program review should have been submitted already.

3:00 VIII. Officer & Liaison Reports

- A. CTE Liaison
 - No report
- B. Guided Pathways Liaison
 - No report
- C. President
 - No report
- D. RCCDFA/CCA/CTA/NEA

CTA

- Email that was send out by Peter hosting a meet and greet faculty for nominated individuals at RCC (City council Jurupa)
 - There are issues with the enforcement of the negotiations for the Medical PPO Plan, they were not follow through.
 - Dual enrollment concerns for college related material for RCC
- E. Secretary/Treasurer
No report

F. Student Liaison

- Students want to see more police presence at the CSS building (since the incident they only seen officers twice)
- Students would like to have one a semester active shooter trainings instead of an annual training.
- Raising student fees to \$80 annually (\$60 during spring & fall. \$20 for winter and summer) to fund books scholarships and other programs
- Substitute the e frames for digital signage
- Five students will be going to Washing DC and lobbying the dream act.
- April 4th open forum with campus police

G. Vice President

No report

3:25 IX. Open Hearing

None

3:35 X. Adjournment

Motion to extend the meeting for a few minutes moves Judy Perry; Kimberly Bell 2nd, motion passed (No abstentions).

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