

NORCO COLLEGE

Minutes

Norco Academic Senate Meeting

May 7, 2018

1:30-3:30 ST207

1:30 I. Call to Order

II. Roll Call

Senators, Alternates, and Officers: Kimberly Bell, Quinton Bemiller, Kim Kamerin, David Mills, Barbara K. Moore, Virgil Lee, J Marie Hicks, Judy Perry, Jim Thomas, Bob Prior

Reporting members: Melissa Bader, Maria Barragan, Cecilia Brockenbrough, Cameron Young

Guests: Dr. Samuel Lee, Dr. Jason Parks, Dr. Bryan Reece, Dr. Tenisha James, Mark DeAsis, Dr. Gustavo Ocegüera Amy Kramer Amy Kramer

III. Approval of Agenda

Jim Thomas moves; Quinton Bemiller 2nd, motion passed (No abstentions)

1:35 IV. Approval of Minutes of [4/2/18 postpone approval of three minutes until next meeting](#)

1:45 V. College Reports

A. College President

- Success numbers will be presented at the committee of the whole:
 - Hispanic NC Students 81.8% did not succeed
 - African American NC Students 85.3% did not succeed
 - Men of Color NC Students 86.1% did not succeed
 - Foster Care NC Students 90.6% did not succeed

B. Staff Senate (emailed by Ruth Leal)

- The Classified Senate has solidified Phase I Proposal for the Institutional Reorganization and will be meeting with Dr. Reece on Wednesday to discuss the possible implementation of staff input
- The classified senate will be sending out a survey similar to the Academic Senate's to gauge staff on voting position for the Reorg.
- Staff discussed recognizing a Classified Employee of the Year

2:15 VI. Old Business

A. [Institutional Reorganization Chart](#) (Action Item). Campo

Faculty will review the [informal survey results](#) and vote on its recommendation to forward to ISPC regarding the proposed institutional reorganization chart for the college.

- *Kimberly Bell moves; Kim Kamerin 2nd motion passed (No abstentions). To discuss the informational survey results and vote on its recommendation to forward to ISPC regarding the proposed institutional reorganization chart for the college*
- *Motion approved unanimously to forward to ISPC the proposed institutional reorganization chart for the college*
- Dr. Campo reviewed the survey results regarding the reorg with faculty. A discussion proceeded
- One essential part of the survey was for faculty to provide any questions they may have. A total of 14 responses. Answers to those questions will be posted shortly.

- Some faculty still have legitimate concerns regarding the reorganization. Dr. Campo encouraged everyone to send any individuals that have concerns or questions to her. She will try to provide clarifications regarding their concerns.
- A suggestion was brought forward to have faculty inquiry groups
- The senate recommends that if the strategic development office is created that it present its costs and return on investments to the senate after its first year for the senate to review and consider its continued support.

2:45 VIII. New Business

A. POR [Music ADT](#) and POR [Music AA](#) (Action Item). Kamerin

Kim Kamerin will present PORs in the music discipline for senate approval.

- Kim Kamerin presented the AA and ADT-Music program outline of record
- Music- 3 is offered every semester and the others Mus-4,5,6 classes are in a two year rotation
- These courses will transfer to any Cal State university
- Kim Kamerin presented an Associate Degree in Music program outline of record
- Students will be recommended to take the AA degree
- The ADT does not provide students with the necessary units to transfer
- The purpose is to strengthen the curriculum in the music majors
- *Motion to approve the program outline of record. Approved. No abstentions.*

B. Veterans Resource Center Building update. (Discussion Item). DeAsis

Mark DeAsis will present updates and solicit feedback on the progress regarding the VRC Building.

- Mr. DeAsis provided a brief overview of the veterans resource center site plan and placement
- The team reviewed ten architectural firms and selected one of them
- The design includes 42 installs for parking, 3,000 sq ft
- Floor Plan-Phase 1, interior-view from entrance and view from offices
- Presented the Exterior-Phase 1 and materials
- Provided the renderings of phase 1 and 2
- The goal of the Veterans Resource Center building is to have a one stop regional center that will include: Corona vets center, vets clinic from Loma Linda and health services
- Everyone was encourage to provide feedback via email to Mark DeAsis
- Phase I estimated completion date by Fall 2019,including a grand opening ceremony; will provide an office for admission, counseling and CRC services
- There is no completion date for Phase II
- It was suggested to add a traffic light at the stop sign
- It was clarify that the center does not affect the cap load
- Vet housing is in discussion with CalVet for grant funding

C. EOPS/CARE [Progress Reports](#). (Discussion Item). James, Kramer

EOPS/CARE requests to engage in discussion with the Academic Senate regarding revising the documentation and process for student progress reports.

- Dr. James is requesting suggestions about the progress report process
- There are about 400 student that get an EOPS/CARE progress report to provide to the instructor
- The following suggestions were made regarding the process:
 - It was suggested to have an editable PDF that they can email to the instructor and send back to the counseling office
 - Have the students bring it to the instructor instead of placing them in their mailbox
 - Have one form with copy underneath per course. Keep the grades and add passed or fail section in the form. Also add an other box. Instructor to keep one copy for files.
 - They will present the form with the changes to the Academic Senate
 - For students to pick up the forms at a faculty office
- *Motion to move up student report in the agenda. Kimberly Bell moves; Kim Kamerin 2nd motion passed. (No abstentions)*

D. [Guided Pathways update](#). (Information Item). Bader, Bemiller

Update of Guided Pathways progress at Norco College.

- Mr. Bemiller reviewed the progress that has been completed for the guided pathways (See presentation)

3:00 IX. Norco Senate Committee Reports, District Committee Reports, and Liaison Reports

- A. Teaching and Learning Committee (Bemiller) (#5, 10+1)
- The Leading From the Middle (LFM) “Home Team” is actively working on creating a plan for strategic professional development in alignment with Guided Pathways. We are consulting with our team coach, and will be attending Academy #2 June 7-9, 2018.
 - The LFM team will present a report at the June 6, 2018 Completion Initiative meeting. (The LFM team is comprised of TLC and Professional Development Committee members).
 - TLC is hosting a half-day of Fall Flex 2018. The topic will be pedagogy, with an emphasis on equity. They will have a guest speaker, following by two concurrent breakout sessions lead by faculty facilitators.
 - TLC hosts its Faculty Discussion tomorrow, 05/08/2018, IT-108, 12:50pm-1:50pm.
- B. Program Review Committee (Gray) (#9, 10+1)
- No report provided
- C. Professional Development Committee (Russell/Zamiska) (#8, 10+1)
- No report provided
- D. Library Advisory Committee Report (Brockenbrough) (+1, 10+1)
- On April 26th The Read 2 Succeed program has had the second activity in the program - Student Panel - There was a solid discussion and thoughtful questions asked at the end of the panel discussion. Faculty was well represented in the audience.
 - On May 3rd the library sponsored the Spring Poetry Performance. The event was well attended and supported by faculty members Kris Anderson and Walter (Buck) Stevens.
 - This semester in preparation for the writing of the accreditation report we’ve had discussions on the GAP analysis at each of our meetings this semester
 - In addition the library has conducted an Online Student Survey and a Library Student Focus Group. The responses from these two surveys will/have informed us of needed actions in the library as well as providing evidence for the Accreditation Report.
- E. District PG&SL (Brockenbrough) (+1, 10+1)
- The committee did not meet on the regularly scheduled meeting date (May3rd). Instead the committee is meeting on May 24th for the final meeting of the semester. Notices have been sent to the faculty informing them of this meeting as well as dates for paperwork to be submitted to Susan Brucks for professional growth plans, reclassifications, or spring sabbatical leaves.
 - The meeting dates and deadlines for the 2018/2019 Academic Year are as follows:

<u>Meeting Date</u>	<u>Deadline Date for paperwork (to Educational Services)</u>
September 6, 2018	August 22, 2018
October 4, 2018	September 19, 2018
November 1, 2018	October 23, 2018
December 6, 2018	November 19, 2018
No Meeting in January or February	10-working days prior to the next meeting date
March 7, 2019	February 20, 2019
April 4, 2019	March 20, 2019
May 23, 2019	May 15, 2018

- F. Distance Education Committee Report (Wagner) (+1, 10+1)

- No report provided
- G. Curriculum Committee (Johnson) (#1, #2, 10+1)
- No report provided
- H. Assessment Committee Report (Adams) (#5,#9, 10+1)
- No report provided
- I. Academic Planning Council (Bader)(#10, 10+1)
- No report provided

3:25 . Officer & Liaison Reports

- A. CTE Liaison (Zwart)
 - No report provided
- B. Guided Pathways Liaison (Bemiller)
- C. President (Campo)
 - No report provided
- D. RCCDFA/CCA/CTA/NEA (Boelman; Young)
 - No report provided
- E. Secretary/Treasurer (Kamerin)
 - No report provided
- F. Student Liaison (Barragan)
 - New ASNC election. Autumn Parra student body president. Raiann De la Cruz Vice President of Finance.
 - The student body just passed the budget for next year
 - ASNC had a conversation about the reorg and they will conduct another forum
 - Students have ben inform about the AB705
- G. Vice President (Thomas)
 - No report provided
 - *Motion to extend the meeting for 15minutes Quinton Bemiller moves; Kim Kamerin 2nd motion passed (No abstentions)*

X. Open Hearing

3:30 XI. Adjournment 3:45 p.m.

Persons requiring a disability-related accommodation to participate in the Senate meeting, including materials in alternate formats, may request such service from DHRER at 951-222-8039.