

# NORCO COLLEGE REGULAR UPDATE

May 18, 2018

Hello, Mustangs!

Below is the newest Norco College Regular Update, aligned to the college's seven Strategic Planning Goals. In case you've missed any issues, all Regular Updates are archived on the President's webpage: <http://www.norcollege.edu/about/president/Pages/Regular-Update.aspx>.

Happy reading!

## Strategic Goal 1: Increase Student Achievement and Success

### Automatic Awarding of Degrees and Certificates

- The District has contracted with [Ferrilli Higher Education Technology Consultants](#) with hopes to do testing on automatic awarding of degrees and certificates in the next two weeks. The first phase for Norco College will identify 2017-2018 graduates in Norco College degree and certificate programs.

### Communicating Quality

- For the past three years, the College has been narrowing the equity gap in the four-year transfer rate for African American students.

Cohort	Norco	African American
Fall 11-Spr 15	22.6%	18.4%
Fall 12-Spr 16	23.1%	27.1%
Fall 13-Spr 17	21.3%	21.1%

- Three Norco College faculty and an institutional research specialist will be presenting at the fall 2018 [Strengthening Student Success Conference](#) hosted by the [RP Group](#). The subject of the presentation is the fall 2017 English 1A-MMAP assessment, which was designed to take a close look at English 1A entry and exit skills in terms of students' preparation for transfer-level work. Professors Melissa Bader, Nikki Capps, and Kris Anderson, and Research Specialist Caitlin Welch will share results of the assessment and discuss implications of working with new students in transfer-level English. Thanks to Dr. Greg Aycock, dean of Institutional Effectiveness, for suggesting and crafting the proposal which was accepted for the conference.

### Completion Initiative and Guided Pathways

- The final [Completion Initiative Workgroup](#) meeting for spring—open to all!—will be June 5, 2:00 to 4:00 p.m., in ST 107. An area of focus at this next meeting will be discussing the definition of the advising/coaching roles for the student success teams in the Schools based on the InsideTrack consultant recommendations.
- The [InsideTrack](#) report, which will help the College reorganize advising and coaching models for Guided Pathways, is expected the week of May 21.

- A Norco College workgroup is continuing to look at a revision of student onboarding processes based on the Guided Pathways framework.
- The May 8 visit to the [College Futures Foundation](#) provided an opportunity for foundation staff and leadership—who do not often get to talk with students directly—to hear Norco College students Maria Barragan and Christopher Castillo articulate their experience. The foundation clearly sees Norco College as a state leader in Guided Pathways and intends to expand funding and support for the College. The foundation’s goal is to increase bachelor’s degree attainment in the targeted areas of the Inland Empire, Los Angeles, and the Imperial Valley.

#### Learning Resources

- The Learning Resource Center (LRC), located in the lower level of the library building, has been in the process of remodeling this year to provide more space for tutoring and other student services.
- The Learning Resource Centers at Riverside, Moreno Valley, and Norco have agreed to provide access to tutoring and other learning center resources to all students in the District, regardless of the student’s home campus. This means that Norco College’s LRC is also opening doors to tutors and SI leaders from Riverside and Moreno Valley.

### **Strategic Goal 2: Improve the Quality of Student Life**

#### Bookstore

- The Norco College bookstore has reopened, now operated by Follett Bookstore Company, with Amy Fudge as the manager. Data for book orders held by Barnes and Noble will be provided to Follett in the next few business days. Faculty can email the manager at [afudge@follett.com](mailto:afudge@follett.com) with questions about summer or fall book orders. Students will hear soon about end-of-term buyback and rental return.

#### Creating Student, Classroom, and Faculty Spaces

- Over summer, computer information systems (CIS) and gaming labs are moving from the LRC to the STEM building to join other STEM courses. This will open space in the LRC for a writing center and math café/center for drop-in help. Math and English faculty are currently discussing this possibility with the LRC.
- As a result of CIS and gaming moves, several IT classrooms will be switched to better accommodate CIS, gaming, and Honors courses. Also, West End Quad, W6, is being split into two classrooms to accommodate more sections.
- The shade sail structure for the amphitheater is going out for a request for quotations. The Associated Students of Norco College (ASNC) voted to support the shade sails with \$100,000 in funding.

#### End-of-the-Year Events

- The Norco College chapter of the Phi Theta Kappa (PTK) National Honors Society held its induction ceremony on May 12. The inductees, twenty-one exemplary, high-achieving students, are now lifetime members of PTK, of which the cardinal principles are scholarship, leadership, service, and fellowship, and they will be eligible to receive scholarships throughout the duration of their college careers. Dr. Samuel Lee, interim vice president of academic affairs, spoke at the event. A shout-out to PTK President Shannon Spradlin, under whose leadership this year Norco College’s chapter advanced from a one-star chapter to a two-star chapter. Thanks to advisors Nikki Capps, associate professor of English, and Cameron Young, associate faculty in English—and congratulations to the new lifetime members of PTK!
- The annual Norco College Scholarship Awards and 2017-2018 Students of Distinction Awards ceremonies honored student excellence. At the Students of Distinction

- Awards Ceremony on May 16, faculty presented ten awards to their students who were recognized for exceptional work in their disciplines.
- Events marking the end of the academic year include SSS/SSS Rise and Upward Bound ceremonies on May 15; the STEM Showcase on May 25, 1:00-3:00 p.m.; the Honors Wrap-Up Celebration on May 29 during college hour; the 2018 Service Awards on May 31, 12:30-2:00 p.m.; the Veterans Social on May 31, 12:00-2:00 p.m.; the EOPS Celebration of Success on June 1, 5:00-7:30 p.m.; the Game Showcase on June 6, 6:00-9:00 p.m.; the Umoja End of the Year Celebration on June 8, 6:00-8:00 p.m.; and the ACE graduation on June 13, 4:30-6:00 p.m. Keep your eyes open for details about events in your area!
  - All are encouraged to vote for a favorite song by a Norco College student artist at [norcomusic.com](http://norcomusic.com). The webpage also includes a link to each of the nominated songs. The winner will receive the Song of the Year (#SOTY) award at the 2018 Norco College Music Awards ceremony on May 31 at 7:30 p.m. in the Little Theater.

#### Unity Zone

- A grand opening of the Unity Zone was held May 17 from 12:00-2:00 p.m., and many faculty, staff, and students stopped by to help celebrate. The former conference room, CSS 216, was repurposed earlier this semester into a welcoming and safe space for LGBTQ+ and Dreamers students, who decided on the name Unity Zone.

### **Strategic Goal 3: Increase Student Access**

#### Enrollment Management

- A three-week, three-unit intensive Administration of Justice 13: Crime Scene Investigation course will be offered June 11-28, taught by Professor Sigrid Williams. For details, see <http://www.norcollege.edu/news/Documents/CSI-Class-Poster.pdf>.
- In preparation to review vendors for a new enterprise resource planning (ERP) student information system, the District is assessing business processes in all areas. During the week of May 7, two days were spent looking at student onboarding processes districtwide so vendors' products can be evaluated based on what is deemed essential or desirable.

#### Financial Aid

- The Board of Governors (BOG) Fee Waiver has changed its name to the California College Promise Grant. No other changes affect the grant; eligibility requirements and the application process remain the same.

#### High School Partnership Program

- Six high school dual enrollment programs will be running in fall 2018. As of April 26, 2,432 students had expressed interest in the programs, with 539 enrollment packets (including parental approval form and application) completed. The College anticipates another 200 to 300 packets will be submitted.
- Seventy-five students made up the fall 2017 student dual enrollment cohort at Eleanor Roosevelt High School. Students enrolled in business, English, gaming, guidance, and math courses, for a total of 143 course enrollments. The success rate for the fall term was 81.1%, compared to 69.2% for the general population at Norco College, with an average 2.46 semester grade point average (GPA), compared to the 2.60 average GPA for the Norco College general population. The cohort included more female, African American, and Asian American students than the College's general population. A majority, 78.7%, of dual enrollment students completed comprehensive educational plans.

#### Next Phase Program

- During summer session, math will be offered at the California Rehabilitation Center (CRC).

- Debra Mustain, dean of community partnerships and workforce development, is working with CRC to arrange a joint meeting between CTE faculty at Norco College and Riverside City College (for disciplines Norco does not offer) and the CRC teaching staff.
- The College will be meeting with the California Department of Corrections and Rehabilitation (CDCR) to talk about the Next Phase program and possibly utilizing the Norconian Hotel as an apprenticeship training site to refurbish the hotel.
- A large summer meeting is being planned to engage a variety of stakeholders to support the Next Phase program.

#### Veterans Education/Promise Program

- Gaming, CIS, engineering, and manufacturing faculty met with the software articulation platform development company ITPI on May 8 for a demonstration of articulating military training to courses in these disciplines. The goal is to recruit in summer, based on articulation, for fall 2018.
- College administration met on May 15 with the educational services arm of Blackboard about putting a recruitment mechanism in place on a local, regional, statewide, and national basis.
- A beta test of the veterans articulation platform is still on target for this summer.
- Groundbreaking for the new Veterans Resource Center—a 3,500-square-foot space with five offices, study and gathering areas, and a reception area—is expected in May 2019. The center is projected to be completed in late fall 2019. Veterans Resource Center plans are being presented to shared governance committees. Preliminary drawings can be found at the [Veterans Resource Center](#) webpage.

### **Strategic Goal 4: Create Effective Community Partnerships**

#### CTE

- The City of Corona transferred \$5,000 to Norco College to pay for industry certification fees for our students.
- Led by Debra Mustain, the College secured a \$95,000 gift from the Dart Foundation to purchase additional manufacturing instructional equipment.
- Preliminary conversations have occurred with I-CAR (Inter-Industry Conference on Auto Collision Repair) to offer classes in a future Workforce Training Center to upskill the local workforce.

#### Community Education

- Workforce Development and Community Education offices currently housed in the Operations Center are expected to move to the Norco Business Park on Third Street, possibly as early as this summer. The District Chancellor's Cabinet has agreed to the proposal for renting space at the business park, and the proposal will go to the Board of Trustees in June. Some community education courses and industry certification testing will be offered at the site. Funding is from the Strong Workforce Initiative out of the California Community Colleges Chancellor's Office.

#### National Photonics Research Center

- President Reece and Dr. Kevin Fleming, dean of instruction for CTE, have been invited to meet with CalTech and Northrop Grumman to discuss a potential photonics partnership.
- The administration is waiting to hear the outcome of the 2018 appropriations committee meeting to see whether there may be federal funding the College can access for research.

### **Strategic Goal 5: Strengthen Student Learning**

#### Faculty News

- Two Norco College faculty have been granted tenure and will receive the rank of associate professor in fall: Dr. Laura Adams (psychology) and Kimberly Bell (counseling). Congratulations, Laura and Kimberly!

#### SLO Assessment

- The Academic Planning Council (APC) and deans met to discuss ways they can strengthen support for ongoing assessment of student learning outcomes (SLOs) and will be working with faculty to make progress on outstanding SLO assessments.
- In an effort to improve and support assessment efforts, Norco College has started the hiring process for a new research and assessment manager. This is a categorically funded position. The manager's two main responsibilities will be to support faculty in staying abreast of course and program assessment, and to provide data support for assessment. Because of this two-fold aspect, the perfect candidate will have skills and knowledge in college teaching (preferably classroom teaching within the last two years) and ability to plan and conduct research related to assessment. We anticipate this position to start during the summer and are excited about the increased support to SLO assessment of at Norco College.

### **Strategic Goal 6: Demonstrate Effective Planning Processes**

#### Accreditation Preparation

- Dr. Lee has posted [notes from the May 2 ACCJC Training](#) to the Accreditation 2020 SharePoint site.
- The next and final spring 2018 Steering Committee meeting of accreditation standards co-chairs will be May 25, 8:30-10:30 a.m. The committee will be discussing "drafty drafts" in progress, with an emphasis on evidence-gathering.

#### Budgeting

- In the past, Norco College general funds not spent before the end of the fiscal year have been returned to the District. A strategy to more fully utilize these College funds was explained in a memo to managers from Jim Reeves, interim vice president of Business Services: a "sweep" of unspent funds, which will be redirected toward one-time expenses. The current prioritization lists will be consulted for applicable requests, after which the Executive Cabinet will consider requests and make decisions based on funding available.

#### Marketing Plan

- The Marketing Committee tri-chairs are discussing a comprehensive marketing plan to drive the College's future branding and strategic communication efforts.
- Norco College secured an additional \$233,000 as the host of the regional Strong Workforce Marketing project to continue social media advertising and videos aimed at increasing applications to the twelve regional community colleges. Check out <http://readysetcareer.org/> for the regional webpage.
- The College has been participating in a regional effort sponsored by the Brookings Institute to improve the regional economy and college-going rates throughout the Inland Empire.

#### Organizing around Our Schools

- Shared governance committees conducted votes on institutional reorganization, and all recommended approval. On April 25, the Student Services Planning Council voted 11-yes, 4-no, and 1-abstain. On May 7, the Academic Senate voted unanimously to approve. On May 8, the Business and Facilities Planning Council voted 10-yes, 1-no, and 1-abstain. On May 9, the Management Team voted unanimously to approve. On May 11, the APC voted unanimously to approve. On May 14, the President's Advisory Council voted unanimously to approve. On May 15, ASNC voted unanimously to approve. On May 16, the Classified Senate voted unanimously to approve, and on the same date, the Institutional Strategic

Planning Council voted unanimously to approve. On May 17, President Reece presented a comprehensive discussion of the academic reorganization to the Committee of the Whole.

- **Hey, Look! Vote!** From May 17 to 21, a college-wide vote is taking place; **make sure to cast your ballot!** You can print out the ballot form attached to a “nor-all” email from Dr. Reece on May 16 titled “Voting on the NC Reorganization” or pick up a form at the check-in desk of the Wilfred J. Airey Library. As explained in the May 16 email and at the May 17 Committee of the Whole meeting, ballots can be dropped off at the check-in desk of the library before 8 p.m. (when the library closes) on Monday, May 21. On May 22, the Academic Senate president, Dr. Peggy Campo, and the Classified Senate president, Ruth Leal, will collect the ballots and conduct the count. The results of the vote will be announced later that day via a “nor-all” email.
- Job descriptions are being prepared for positions to be filled immediately if the reorganization is approved. These include an administrative assistant III, an additional instructional department specialist (IDS), a Disability Resource Center (DRC) director, a vice president of strategic development, and a revision of the dean of Admissions and Records position to a dean of Enrollment Services.

#### Safety

- An all-campus emergency drill took place at 10:45 a.m. on Thursday, May 17. Trainings had been occurring for several weeks in preparation for the drill, and informative “nor-all” emails had been sent from Justin Czerniak, college safety and emergency planning coordinator. For more information on college safety, including a link for downloading the Rave Guardian app, see the new Norco College Safety and Emergency Planning webpage: <https://norcollegesafety806901641.wordpress.com/>.

#### Signage

- Groundbreaking for the College’s marquee sign on the corner of Hamner Avenue and Third Street is expected before the end of May.
- The target for new wayfinding signage is fall 2018.

#### Strategic Planning

- An economic impact report has been approved and will be funded by the District to further inform revision of the College’s Educational Master Plan (EMP) and Strategic Plan. The economic impact report will provide the first comprehensive assessment of Norco College’s impact on the regional economy.

#### Technology

- Concur, the District’s new electronic travel system for travel requests and reimbursement, will be piloted this summer, with anticipated implementation by fall 2018. Some personnel traveling this summer may be included in the beta testing for this software.
- WiFi service in IT and ATEC buildings will be upgraded. The issue of WiFi accessibility in some areas of campus came up in safety discussions.
- Norco College secured over \$65,000 in additional grant funds to completely update the A/V equipment and instructor podiums in three of the most antiquated classrooms (CACT-2, IT-125, IT-127). Thanks, Dan Lambros!

#### Traffic

- The College is considering a left-turn pocket on northbound Third Street for turning into the STEM Center parking lot.

### **Strategic Goal 7: Strengthen our Commitment to our Employees**

#### Hiring, Equity, and Personnel

- Dr. Jessica Cobb became director of the Norco College’s Next Phase program on May 16, 2018, following Board of Trustees approval on May 15. Welcome, Dr. Cobb!

### Professional Development

- The Professional Development Committee is in the process of planning fall 2018 FLEX days. Current proposals for FLEX days are Active Shooter/Emergency Preparedness on August 22, Teaching and Learning Committee Symposium on August 23, and State of the College (during which the president and vice presidents will address attendees, and initiative updates will be presented) on August 24.
- The Leading from the Middle (LFM) team has been meeting this semester to devise a professional development plan to support Guided Pathways at Norco College. The team will be attending the second of three LFM leadership seminars in June.