

NORCO
C O L L E G E
REGULAR UPDATE

January 25, 2019

Hello, Mustangs!

Below is the newest Norco College Regular Update, following the outline for the draft Big Us Plan. In order to spotlight all news, the beginning section of the Update will rotate each month. This issue begins with 8.0, followed by 1.0, 2.0, and so on. The next issue will begin with 7.0, followed by 8.0, etc.

Since we're in the middle of dialogue around a new Strategic Plan that uses The Big Us Plan as its framework, this structure may be modified over time. Feel free to send along your comments about the newsletter to Regular.Update@norcocolllege.edu. In case you've missed any issues, all Regular Updates are archived on the President's webpage:

<https://www.norcocolllege.edu/about/president/Pages/update.aspx>.

Happy reading!

<u>Upcoming Deadlines and Due Dates</u>	
RSVP for February 8 FLEX Day: https://goo.gl/forms/XtOXI6RBOJw99RVH2	As soon as possible
WIN 2019 final grades (due 5 days after last day of class)	February 12
WIN 2019 attendance rosters and incomplete grade contracts	February 12

8.0 RESOURCES—Norco College will expand general funds, increase grants, secure appropriations and raise private funds to build/sustain our vision.

8.1 Improve Budgeting Practices

- This month Governor Gavin Newsom released the [governor's proposed state budget for 2019-2020](#). Among other things, the proposal includes significant funding for apprenticeship and early childhood education. For highlights of the governor's budget proposal specifically related to California Community Colleges, see the January 11 nor-all email titled "Governor's State Budget Proposal" from Dr. Michael Collins, vice president of Business Services.
- A [District Budget Advisory Council \(DBAC\)](#) subgroup continues to work through the budget allocation model (BAM) revisions in preparation for 2019-2020 budget development. Currently, the subgroup is finalizing analysis of general fund costs for direct instruction, instructional support, student services, business services, and other related costs. The subgroup also is running draft models that attempt to distribute revenue appropriately to ensure that college general fund expenditures are covered with ongoing general fund revenue.

- The College is currently developing its Budget Performance Report for the second quarter, which outlines budget performance for the first half of the year. At this point, the College is under budget with the College budget performing well.

8.2 Develop Resources

- The College is submitting a letter of interest to the California Community Colleges' [Institutional Effectiveness Partnership Initiative \(IEPI\)](#) to request a Partnership Resource Team (PRT) visit and a seed grant of \$200,000. The goal of the PRT would be to support the College's guided pathways work of integrating disparate student database systems (Colleague, Canvas, EduNav, Grad Guru, Salesforce, etc.) to help facilitate more consistent and proactive scheduling, as well as targeted and effective retention strategies for students.
- The [Lumina Foundation](#) invited the [Foundation for California Community Colleges](#) to respond to a Request for Information (RFI) for Lumina's [All Learning Counts](#) initiative focusing on credit for prior learning. Unlike a grant Request for Proposals (RFP), this was an invitation-only opportunity with very minimal details provided up front. Because of our work with veterans and our Military Articulation Platform, Norco College was invited to participate along with eight other community colleges statewide. We hope to be invited to submit a full proposal in the future.

8.3 Develop Collaborators and Partners

- **Save the date!** The [2019 Dinner with the President](#), the College's annual fundraiser and external engagement event, is scheduled for April 18. Jocelyn Yow, former Norco College student and now Eastvale City Council Member, will be honored as Alumnus of the Year. Dr. Michael H. Lin, CNUSD superintendent, and the Corona-Norco Unified School District, will be honored with the President's Award. Individual ticket, table, and sponsorship opportunities are now available. Information can be found in the [Sponsorship Brochure](#), or you can email Dr. Kevin Fleming, vice president of Strategic Development, at kevin.fleming@norcocolllege.edu, for further information about sponsorship or sponsorship-information flyers.

Student Transformation: Norco College will transform the lives of our students.

1.0 Norco College will improve completion rates in an equitable manner.

1.1 Improve College Completion Rates (Flip from 20/80 to 80/20 Completion Rate?)

- ***It's Callapalooza time!*** In the past two semesters, Norco College has personalized the enrollment experience by connecting with students through the Call Center, a.k.a. Callapalooza. As a result, for spring 2018 and fall 2018 combined, calls were made to a total of 15,186 students that increased FTES by 556.9. The spring 2019 Callapalooza will take place January 23 through February 8. A group of staff participants have been scheduled and will receive overtime, and faculty volunteers are welcome. For more information, see the January 16 nor-all email from Mark DeAsis, dean of Admissions and Records, titled "CALLAPALOOZA - SPRING 2019."
- Norco College will participate in [Guided Pathways Institute #5](#), Ensuring Students Are Learning and Progressing Along the Pathway, to be held at the Mission Inn in Riverside from January 31 to February 2. This institute focuses on pillar 4 of guided pathways, to "ensure that learning is happening with intentional outcomes."
- Students who owe \$100 or less in fees can register for winter or spring 2019 classes based on an action taken in December by the District Strategic Planning Council and Chancellor Wolde-Ab Isaac. The approved proposal implements a threshold of \$100 for currently enrolled students who owe outstanding fees. The proposal also recommends exploring the

possibility of applying students' outstanding balances to their accounts prior to financial aid disbursements to mitigate impact of the issue.

- Conversations about Salesforce's Advisor Link software are moving forward. Currently the College is discussing with the District Information Services the process for adopting Advisor Link software.
- *Student Spotlight:* Phoenix Scholar Victoria Yurkins has published a book titled *Lost in the System*, [now available on Amazon](#). Her book provides insight into the experience of growing up and aging out of the foster care system. Victoria is a full-time student at Norco College, a mom, a Phoenix Scholars mentor, the Rising Scholars Club president, and will graduate with two associate's degrees in June.

1.2 Close Equity Gap

- Dr. Bryan Reece, Norco College president, has been working with Dr. Michael Quick, USC provost, to establish a transfer bridge from Norco College to USC. In January, approximately 300 high-performing STEM and non-STEM students from low income or historically underserved communities were contacted to encourage them to apply to USC by the January 31 deadline. USC will provide substantial financial assistance for those students whose applications are accepted. Interested students have been provided with support from Norco College counselors and USC transfer representatives as they work hard on their applications.

1.3 Establish Cohesive Professional Development Focused on Guided Pathways and Equity

- *Mark your calendar* for spring FLEX day, February 8! The morning session will include the State of the College address by President Reece as well as important College information on accreditation, program review and assessment, external resource development, and equity-minded teaching. The afternoon breakout sessions offer a variety of timely and valuable topics. For a full schedule, see the January 16 nor-all email from Dr. Kara Zamiska, Professional Development Committee co-chair, titled "Spring Flex: RSVP now and view the updated agenda!" Please RSVP at <https://goo.gl/forms/XtOXI6RBOJw99RVH2> as soon as you can to help ensure an accurate count, especially for breakfast and lunch.
- The Leading from the Middle (LFM) team is working during winter to integrate its professional development plan into the Big Us Plan, which will become part of the language of the Educational Master Plan. The team's professional development plan, which was presented to the Academic Senate in fall, focuses on guided pathways through an equity lens.

Regional Transformation: Norco College will organize and help develop the region we serve.

2.0 Norco College will help organize the region we serve.

2.1 Conduct Annual State of the Region

- On January 11, members from the Corona, Eastvale, and Norco chambers of commerce met with Norco College to discuss the economic future of the region. Members provided input on the current and future interests of residents and businesses in each community, and discussed both the current and future trends in industry development across the region as well as opportunities for partnership to support residents in achieving upward mobility.

2.2 Implement Key Stakeholders Communication Strategy

- The College has met with the City of Norco to align the Facilities Master Plan with the city's plan, particularly in terms of housing, transportation, and programmatic issues leading to economic development.
- Eastvale is growing at a rapid rate, and Norco College wants our neighbors to know we are their college. A total of 30,506 mailers were distributed within the zip codes 91752 and

92880 to introduce the College to residents and share just a couple of Norco College's exciting accomplishments and programs. Future mailers will provide new information. To view the mailer, [click here](#).

- On January 24, the College hosted the Eastvale Chamber of Commerce in the Art Gallery for the chamber's annual strategic planning session. Dr. Reece provided a college update and Mark DeAsis; Charles Henkels, apprenticeship director; and Debra Mustain, dean of community partnerships and workforce development, attended to strengthen ties with the local business community.

3.0 Norco College will play a leadership role in strategic regional initiatives.

3.1 Expand College-Going Rate in Our Service Area from ___ to ___

3.2 Bring Bachelor's Degree to the Region

3.3 Reduce Skills Gap in Region

- The Center for Workforce Innovation is hosting professional development courses for I-Car, a national collision-repair certification program that provides professional development for individuals in the auto repair industry. This partnership will include opportunities for both the K-12 and community college levels (who currently offer automotive courses) to receive curriculum and to provide hands-on skill development not offered at Norco College, and will help to upskill the local workforce.
- The request for quotations (RFQ) for the Early Childhood Education Center will soon be going to the District for consideration and approval.

3.4 Expand Arts in Region

- The College has had an exploratory conversation with [The Young Americans](#), an ACCJC-accredited college of the performing arts located in Corona, regarding possible synergies to strengthen and expand arts education opportunities within our region.

3.5 Launch National Photonics Center

- Work on the photonics center feasibility study continues.

3.6 Launch National Veterans Resource Center

- The [Veteran's Resource Center \(VRC\) project](#) continues to progress, with current work activities including geotechnical and topographical studies that will be used in design documents. The VRC architect will be attending the February 12 [Business and Facilities Planning Council](#) meeting to provide an update and overview of the project.
- The College is in initial conversations with the [Reaching New Heights Foundation](#) to explore the idea of veterans housing that is priced within the Post 9-11 G.I. Bill benefits and located within walking distance or within two RTA stops of Norco College. The goal is to create residential learning communities for veteran students in cooperation with the Veterans Resource Center.
- Norco College student and Marine Corps veteran Mark Ho is the subject of an [ABC7 Salutes](#) story to air at the end of the 6 p.m. newscast on Channel 7 this evening. Mark Ho has been a student on and off since 2007. He was diagnosed with service-related cancers (multiple myeloma and nasopharyngeal carcinoma) and underwent a stem cell transplant in June. His cancers are still at stage three, but he continues to fight the battle with a bright smile. He is pursuing a career in music therapy, and credits the Norco College music program and VRC for always providing support and a quality education.

3.7 Launch National Model for Prison-College

- On February 1, Dr. Jessica Cobb, Next Phase director, and three professors in the program, Dr. Lisa Nelson, Jessica Dobson, and Janet Hill, are attending the first training of the Community of Practice for Trauma-Informed Pedagogy for prison education at Chaffey

- College, sponsored by New York University. This training program of about a year and a half is designed to help develop a tool kit for educators working in prisons.
- An application for a \$100,000 grant is being submitted to the California Community Colleges Chancellor's Office on January 31. The two-and-a-half-year grant would support a re-entry program for currently and formerly incarcerated students. Working on the grant were Dr. Cobb, Colleen Molko, dean of grants development and administration, along with the much-appreciated assistance of a consultant, Edna Garcia. Response to the grant proposal is expected on March 15.
 - On February 7-8, Dr. Marshall Fulbright, dean of instruction; the student leader of the Liberated Scholars Club; and Dr. Cobb will attend leadership institute for community colleges, held at UC Berkeley, about developing programs for formerly incarcerated students on campus.

College Transformation: Norco College will expand our capacity to meet the educational needs of our service area.

4.0 PROGRAMS—Norco College will become a comprehensive college with programs and services that are expansive and perform at levels of excellence.

4.1 Develop/Expand/Improve Instructional Programs

- Faculty can find updated course syllabus shells on the [Syllabus Shells page](#) (click on hyperlink here) on the new website. The page includes all courses in the current College Catalog and Addendum. Many thanks to Charise Allingham, administrative assistant for Institutional Effectiveness, for updating the syllabus shells!
- Seven area high schools attended the [Samueli Foundation](#)-sponsored meeting with Kevin Brown, program specialist for eSports at the Orange County Department of Education, on January 23 to explore establishing an eSports program that would feed into Norco College's. eSports clubs and programs appeal not only to students' interests in gaming but also to interests in a variety of STEM studies, such as business, marketing, accounting, and communications.

4.2 Develop/Expand/Improve Student Support Services and Programs

4.3 Develop Championship Quality and International-Focused Athletics Programs

- Work on the five-year strategic plan for athletics continues. The plan will be integrated into the College's Strategic Plan.

4.4 Achieve Program/Pathways Excellence

- The [Honors Transfer Council of California](#) (HTCC) [19th Annual Student Research Conference](#) at UC Irvine has accepted 15 Norco College Honors student applications for presentations at the April 2019 conference, and waitlisted an additional four student applications. This is the highest number of Norco College Honors student applications ever accepted for this conference!
- Honors and Phi Theta Kappa student Nicholas Thiel has been selected for the 2019 Phi Theta Kappa All-California Academic Team, a program sponsored by the Community College League in conjunction with Phi Theta Kappa (PTK), an international honors society for two-year colleges. Award recipients are honored at a luncheon in Sacramento on March 25. Nick, who is secretary of PTK as well as president of the Pre-Law Club and president of the Political Science Students Association, is also one of the Honors students who will present at the Honors Conference at UC Irvine in April. Nick is the fourth Norco College recipient of this award in four years. Congratulations to Nick, to the Honors Program and to PTK, with a shout-out to advisors Ana-Marie Olaerts (Honors) and Nikki Capps (PTK)!

5.0 EMPLOYEES—Norco College will nurture a workplace that feels like family, provides opportunity to grow, and attracts the highest quality employees.

5.1 Create Professional and Engaged Workplace Environment

FACULTY NEWS

- Two upcoming art exhibitions include the work of Norco College art faculty. The work of Quinton Bemiller, associate professor of art, is included in [Paintings from the Interior](#) at UC Riverside Arts Block, at the Culver Center of the Arts in Riverside, from January 19 through April 14. This exhibition focuses on paintings in and about the Inland Empire. Also, works by Professor Bemiller and by Megan Lindeman, assistant professor of art, are included in [Neoteric: The New Avant-Garde](#) at the Golden West Art Gallery in Huntington Beach, from January 24 through February 23. According to its webpage, this exhibition “brings experimental pieces in art together to celebrate color with avant-garde concepts to add energy and whimsy to the practice of art making.” Congratulations, Quinton and Megan!

5.2 Hire Great Employees

- Norco College will be participating in the [Community College Faculty Job Fair](#) at Los Angeles International Airport (LAX) on Saturday, January 26.
- The new director of facilities, Steven Marshall, will assume his position on February 4. He has a robust background in educational facilities management in both the community college and K-12 environments. Please welcome Steven Marshall to the Norco College family when you see him on campus!
- Brittnee Quintanar has joined the Engineering Pathways and counseling teams as the full-time counselor with the Engineering Pathways HSI Title III Grant at Norco College. As part of the Engineering Pathways team, she is working to grow recruitment and graduation/transfer rates in the program. Her office is in STEM 106. Welcome, Brittnee Quintanar!
- As of January 22, Elaina McDonald, formerly administrative assistant in the Office of Instruction, has joined the Business Services team as the College’s facilities administrative and utilization specialist. In her new role, Elaina will coordinate daily facilities operations, support the access control program, and coordinate facilities utilization, while also being the first team member to welcome folks who visit the Norco Operations Center (NOC) and Business Services. Congratulations on your new position, Elaina!
- Transitioning to the grounds team is the College’s new athletic field caretaker, Travonne Bell, formerly a member of the custodial services team. Travonne assumed his new role on January 16. Congratulations on your new position, Travonne!

5.3 Promote Advancement Opportunities

6.0 FACILITIES—Norco College will construct a beautiful, inspiring and “green” college campus with ample space for all programs and student needs.

6.1 Build Critical Facilities Identified within Comprehensive Master Plan

- The College has begun work on a new Facilities Master Plan (FMP). DLR Group, a consulting team, has been chosen to partner with college community members to develop the new FMP in alignment with the developing Education Master Plan. DLR Group will engage first with the college community during Flex Day activities on February 8—during which you’re encouraged to share your dreams and provide input on the future of the campus. Other meetings are being planned to gather input from staff and students.

6.2 Develop and Maintain Beautiful Landscaping/Hardscaping

6.3 Keep Transportation Flowing and Provide Sufficient Parking

6.4 Build Sustainable College Campus | Overall Goal: Norco College Will Be Functional, Beautiful, and Sustainable.

- Planning is underway to remodel CSS 217 into a more flexible multiuse facility. The new facility will be adaptable for instructional space, meetings, and events such as campus forums and possibly eSports. Phase one will take place in February to March, during which time the carpeting and furniture will be replaced to provide more flexibility. Technology also will be updated.
- The College is preparing for an LED lighting retrofit beginning in February, with installation of new LED lights taking place at night and on weekends to limit impact on instructional activities. This project will increase the energy efficiency and performance of campus lighting.

7.0 OPERATIONS—Norco College will design professional, collaborative, efficient and intuitive systems/processes.

7.1 Maintain Accreditation Status through Continuous Quality Improvement

- Thanks to all of the Standards committees for their work on the self-evaluation report (ISER)! During winter session, the accreditation co-chairs are hard at work on revisions and edits for the ISER draft. An Accreditation 2020 update will be presented on Flex Day, February 8.
- In spring, look for opportunities to participate in discussion of the Quality Focus Essay (QFE), part of the Accreditation 2020 ISER. In the QFE, the College will propose two or three “action projects,” in alignment with the College’s Educational Master Plan and Strategic Plan, to enhance student achievement at the institutional level. The Midterm Report, submitted about four years following the ISER and team visit, will address progress on these projects.
- *Mark your calendar!* The accreditation peer review team will visit Norco College March 2-5, 2020.

7.2 Practice Effective Planning, Assessment, and Shared Governance

- An early draft of the new Educational Master Plan (EMP) will be ready to share at Flex Day, February 8. Also to be shared at Flex Day will be an early draft of revised shared governance structure, with committees and councils tailored to the long-range goals of the EMP. At this point, the new EMP and the new Strategic Plan (SP) are merging into the Big Us Plan: in other words, the new EMP and new SP *equal* the Big Us Plan. Final drafts of the EMP and SP will go to the Board of Trustees for approval in June.
- *Hey, Look!* Everyone is encouraged to be proactive to find ways to participate in dialogue about the Big Us Plan during February and March.

7.3 Develop, Organize and Implement Professional Communication Systems

- If you need to update your department’s webpage, upload agendas or minutes or other documents, or you just have questions about the new College website or about using SharePoint, check out the online and in-person training opportunities. A list of January and February training opportunities, along with further information, can be found in the nor-all December 17 email from Jennifer Krutsch, media and marketing technician, titled “Updating the New Norco College Website.” If you are unable to attend any of these sessions and require assistance with SharePoint updates, please schedule a one-on-one training session with Jen Krutsch directly at Jennifer.krutsch@norcocolllege.edu.
- A new [Classified Staff Directory](#) page and [Faculty Directory](#) page are now available on the Norco College website. Thanks to Lenny Riley, instructional technology specialist!

7.4 Automate/Streamline/Modernize Operational Processes