

# NORCO COLLEGE REGULAR UPDATE

December 14, 2018

Hello, Mustangs!

Below is the newest Norco College Regular Update, following the outline for the draft Big Us Plan. 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@norcocollege.edu](mailto:Regular.Update@norcocollege.edu). In case you've missed any issues, all Regular Updates are archived on the President's webpage: <https://www.norcocollege.edu/about/president/Pages/update.aspx>.

Happy reading!

<u>Upcoming Deadlines and Due Dates</u>	
FALL 2018 final grades (due 5 days after last day of class)	December 18 (most full-term sections)
FALL 2018 attendance rosters and incomplete grade contracts	December 18 (most full-term sections)
Load Banking Election Form due for full-time faculty who intend to bank hours (see December 11 email from Dr. Samuel Lee for information and form)	December 31
WIN 2019 census reports	January 8
RCCD scholarship recommendations due	January 11

## **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?)**

- **Hey, Look!** Engineering Pathways is sponsoring five free boot camps in January: Chemistry 2A, Industrial Wiring (two boot camps), Math 1A, and Math 1B. For more information, see the December 4 nor-all "Boot Camp" emails from Patricia Gill, STEM services developer, or email Patricia at [patricia.gill@norcocollege.edu](mailto:patricia.gill@norcocollege.edu).
- Norco College will receive \$200,000 in funding from the [College Futures Foundation](#) to implement a case-management approach in support of guided pathways. With these new resources, the College will 1) expand students' access to EduNav, 2) support Student Success Teams and the college community with professional development, 3) create a college website that is student-centered, 4) establish an effective communication plan to market

guided pathways to students, and 5) document Norco's path to becoming a Pathways College.

- As of the beginning of November, 3,805 Norco College students were using [GradGuru](#). Of 63 students participating in the fall 2018 GradGuru survey, 90 percent said the app helped them stay on track toward meeting their goal. A majority found the "Deadlines and Events" and "Tips" very helpful and were happy with the frequency of notifications. Students commented on the usefulness of the app and offered some suggestions, too, such as linking to Canvas or providing notifications when a class is canceled. One student, who encouraged more promotion of the app, echoed other students' ideas in saying, ". . . I appreciate Norco College working with GradGuru because now I never miss anything important and stay connected with my school."
- A December 20 meeting with the University of California, Irvine, was held to discuss transfer agreements and strengthening the pipeline into the engineering program at the university.
- Another call center is in the works for January to reach out to students for the spring 2019 semester.
- On Friday, November 16, Dr. Gustavo Ocegüera, dean of grants and student equity initiatives, and Dr. Tenisha James, dean of Student Services, co-hosted a Student Support Workgroup planning meeting for classified educational advisors and student success coaches to continue dialogue about transitioning to a case-management advising model. Our [Salesforce](#) contacts provided a demonstration of Advisor Link software as a potential tool for scaling our efforts in a guided pathways model. All advisors and coaches who provided feedback on the demo articulated that Salesforce's Advisor Link would assist them in doing their jobs more efficiently. They reiterated the barriers they experience in assessing student needs, tracking/monitoring academic progress, as well as communicating with students using current tools. There seemed to be consensus that a tool like Advisor Link would be extremely timely in scaling our advising model and addressing barriers. Staff were particularly excited about having readily accessible data on student academic performance and progress, as well as having the ability to automate communication and intervention with students and facilitate cross-campus support through staff/faculty connections using the software. If fully integrated with EduNav, Advisor Link would provide Success Team members with ongoing data on students who are on-path and those who are off-path. This work is aligned with pillar 3 of guided pathways, which is focused on helping students "stay on the path."

### **1.2 Close Equity Gap**

- Dr. Bryan Reece, Norco College president, has met with one of the schools of the University of Southern California with the goal of putting together a transfer agreement with an emphasis on engineering for students of color and women.

### **1.3 Establish Cohesive Professional Development Focused on Guided Pathways and Equity**

## **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**

- Norco College is convening an all-chambers meeting on January 11, to include leadership from Jurupa Valley, Eastvale, Norco, and Corona chambers of commerce and business communities. The meeting will be a mini state of the region event hosted at Norco College.

#### **2.2 Implement Key Stakeholders Communication Strategy**

- [Eugene Montanez](#), former mayor and currently vice mayor of the City of Corona, is the new chairperson of the President's Advisory Board.

- *Thank you* to everyone who participated in the marketing focus group these past weeks! The consultant group Vision Point spoke with over 150 people, including faculty, students, managers, and members of the community, to collect perspectives of the College: who we are, how we are perceived, and how we want to be perceived. A report from Vision Point is expected after the first of the year.

### **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 \_\_\_**

- By fall 2019, the College will have dual enrollment programs in 10 or 11 high schools.
- Discussions are occurring around a data-sharing agreement with local high schools to support incoming students' focus on career pathways, in particular by communicating with high school students before they graduate.
- At the Institutional Strategic Planning Council's (ISPC) November 30 retreat, held at Eleanor Roosevelt High School, Dr. Jeremy Goins, principal, and Jennifer Montgomery, assistant principal and dual enrollment coordinator, spoke to the council about the Norco College and Roosevelt High School partnership, highlighting the benefits of dual enrollment for high school students.
- Norco College's amazing Upward Bound Team applied for and received supplemental funding for the three distinct programs: \$51,217 for Corona High School; \$58,525 for Norte Vista, and \$61,728 for Centennial High School. These awards will augment the current funding for each of these programs.

#### **3.2 Bring Bachelor's Degree to the Region**

#### **3.3 Reduce Skills Gap in Region**

- *Wow!* Norco College has been chosen as the 2018 Workforce Innovator by the Riverside County Workforce Development Board (WDB). In its recognition letter, WDB cited the College's "hard work and efforts for creating, implementing, and supporting a high-caliber education initiative aligned with closing the employment gap." The award was presented at WDB's Annual Year-End Meeting and Luncheon on December 12.
- The Workforce Training Center at Norco Campus Office Park is expected to open after the first of the year.
- The School of Business and Management is establishing a relationship with Miguel's Restaurants to develop a future apprenticeship program in business. Reconnecting adults to such an educational opportunity that they may have considered out of reach will keep young students on their educational pathway while they start earning a needed income, will form industry-partnered academic pathways for upward mobility, and will change the trajectory of these working students' lives.

#### **3.4 Expand Arts in Region**

- On December 3, personnel from the Orange County School of the Arts (OCSA), Alvord Unified School District, and Norco College—Dr. Bryan Reece, Norco College president; Dr. Samuel Lee, vice president of Academic Affairs; Dr. Kevin Fleming, interim vice president of Strategic Development; Dr. Marshall Fulbright, dean of instruction; and Quinton Bemiller, associate faculty of art—met to talk about a possible partnership in developing a school for the arts in the Inland Empire. Alvord USD is considering carrying the charter for an Inland Empire school for the arts in partnership with OCSA.

#### **3.5 Launch National Photonics Center**

- The College is talking with consultants to help with the photonics program feasibility study. Different consultants will be focusing on particular pieces of the study based on their areas of expertise; Strategic Development will then aggregate the information into one report to present to the Board of Trustees in spring 2019.

### **3.6 Launch National Veterans Resource Center**

- Norco College gave a presentation on [the military articulation platform](#) (MAP) to the Board of Trustees as the Five to Thrive report on December 11.

### **3.7 Launch National Model for Prison-College**

- The California Department of Corrections and Rehabilitation, in partnership with Norco College, will share the cost of a feasibility study for Ingalls Hall at the California Rehabilitation Center, Norco (CRC). The study will look at what would be required to renovate the building to educational standards.
- Next Phase enrollment is underway for spring 2019. Eighteen courses will be offered—an increase from 14 in fall—and all sections are expected to fill. Math 12 (Statistics) and an administration of justice course will be offered for the first time in spring. In fact, all of the “golden four” courses needed for transfer to CSU will be offered in the coming semester: Communication Studies 9, English 1A, English 1B, and Math 12. Also, a full range of evening courses will be offered for the first time, which will provide educational opportunities for CRC students who work during the day, as most inmates do.

## **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 are reminded that, for inclusion in the Catalog addendum (to be published October 2019), qualifying curriculum proposals must have curriculum and Board of Trustees approval by the end of the spring semester.

#### **4.2 Develop/Expand/Improve Student Support Services and Programs**

- On November 30, the Learning Resource Center (LRC) hosted its second Learning Resources In-Service of the semester. To strengthen communication and team work, the LRC welcomed Mr. Love Jefferson, who appeared in the award-winning documentary [The Pushouts](#), as facilitator of a training titled “Self-Awareness and Team-Building.” Seventy students attended: tutors; SI leaders; and students from ASNC, the Men of Color program, Engineering Pathways, Puente, and Umoja. Also attending were classified staff, faculty, and managers. Projected outcomes included strengthening coworker collaboration and student mentoring, creating a culture of belonging and individual value, as well as strengthening communication and leadership skills. After the in-service, one student participant wrote, “I will use this information when tutoring students, and keep in mind that everyone is different, and I should approach each student with a fresh slate. I will also remember the platinum rule, and treat everyone as they want to be treated when I’m tutoring and in my day-to-day life.”
- Faculty advisors and students are creating an eSports club through the Associated Students of Norco College (ASNC). The eSports club, which is not an athletic team, expects to participate in competitions.
- The College has received a \$60,686 allocation from the state Chancellor’s Office to address campus hunger.

#### **4.3 Develop Championship Quality and International-Focused Athletics Programs**

- The College is discussing options to fund athletics programs.

#### **4.4 Achieve Program/Pathways Excellence**

- Involvement in student learning outcome (SLO) assessment has greatly increased since the release of the [SLO Tracking document](#). Over 70 previously unassessed SLOs now have results

reported in Nuventive. Fantastic work, Mustangs! Take a look at the document before the end of the semester to help plan your assessment activities for spring 2019. If you would like to meet to discuss the courses or SLOs on the list, please contact Dr. Laura Adams, associate professor of psychology and Assessment Committee co-chair, at [laura.adams@norcocollege.edu](mailto:laura.adams@norcocollege.edu) or Dr. Kevin Carlson, research and assessment manager, at [kevin.carlson@norcocollege.edu](mailto:kevin.carlson@norcocollege.edu).

- Faculty are reminded that the deadline for entering fall 2018 assessment data is two weeks after the start of the spring 2019 term (February 25). As you finish your classes this semester, take a moment to see if you have assignments which map onto SLOs that need to be assessed. If you want a simplified way to report assessment data, you can use the [SLO Report form](#).
- A spring 2018 assessment of the Global Awareness and Self Development general education learning outcome (GELO) included participation of 13 courses involving 798 students. The assessment focused on evaluating how well students could “demonstrate an understanding of what it means to be an ethical human being and effective citizen in their awareness of diversity and various cultural viewpoints.” Based on student work in their courses, faculty used a rubric scale ranging from 0 to 4, with zero meaning “no evidence of competency” and four indicating “strong evidence of competency.” Here are results of this assessment:

Total number of students involved in GELO assessment	798
Average number of total units completed	27.63
Average number of units completed in program	20.44
Percent of all students at 2.0 or above on GELO assessment	83.6%

Results were also disaggregated by ethnicity, age, and gender, and no disproportionate impact was evident among any of the student subgroups, meaning no specific group lagged too far behind others. In other words, we saw successful outcomes when looking at results through an equity lens. Overall, given that almost 84% of the students assessed showed evidence of competency in this GELO, it is safe to say that the majority of Norco College students have developed a sense of global awareness, sometimes known as civic awareness. To answer whether students have developed this sense while at Norco or if it was already developed, a further analysis was conducted. The difference between scores of students who were just beginning the general education program (average 2.72) were not significantly lower than those who had almost completed (average 2.86), which indicates that Global Awareness and Self-Development did not necessarily progress as students took more units in the general education program. However, since the means of both groups were quite close to three on a four-point scale, the level of competency in this GELO appears to be good for Norco College.

## 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

- Up to four [sabbatical leaves](#) for 2019-2020 will be funded for full-time faculty in the District. Applications for fall 2019 or for the 2019-2020 academic year are due by March 15; applications for spring 2020 only are due by May 15. For more information, see Chancellor Isaac’s December 3 RCCD-all titled “Sabbatical Leaves FY 2019-2020.”

#### FACULTY NEWS

*Thanks to Dakota Mattson, associate faculty in English, for compiling Faculty News!*

- Dr. Marshall Fulbright, dean of instruction, wishes to announce that Dr. Jessica Cobb, director of the Next Phase Program, has recently passed the California bar exam and will

soon be sworn in as a lawyer. This is awesome news—congratulations on this accomplishment, Dr. Cobb! And thank you, Dr. Fulbright, for passing along this good news.

- José Sentmanat, assistant professor of philosophy, wishes to announce the success of the Philosophical Affairs Club (PAC) Movie Night hosted in mid-November. The club screened the film *Ex Machina* with over twenty people in attendance. Afterwards, Professors Sentmanat, Jessica Dobson, and John Coverdale held a brief panel discussion about the technological, philosophical, and moral issues raised by the film. Overall, the event was a big success, and PAC is planning to host a similar event in spring. So stay posted! And thank you, José, for your hard work in pulling this together.
- Cathy Brotherton, professor of computer information systems, would like to share the success of her students in obtaining Adobe certifications in Visual Design Using Adobe Photoshop and/or Print and Digital Publication Using Adobe InDesign. The certificates help students jumpstart their creative and professional careers. A total of 19 students took and passed the certification tests, and four students earned two certifications. Awesome work, Cathy! Congratulations to Armando Garcia, Braden Easter (two certificates), Chris Duong, Christopher S. Dillard, Claritsa Zambrano, Damani Graham, Gittele Roos, Ian Carson, Jesus Hernandez, Jose Ortiz Antolino, Kazim Ali (two certificates), Larry Vo, Mason Watamura (two certificates), Matthew Neiman-Macak, Michael Doherty, Nina Devera, Noyemi Barbarian, Suleman Ahmed, and Tiffany Paz (two certificates)! If you see any of these students around campus, please take a moment to acknowledge his or her achievement.

## 5.2 Hire Great Employees

- The District has approved the hiring of 16 full-time faculty for the 2019-2020 academic year. Norco College is allotted four of those positions, with four others for Moreno Valley College and eight for Riverside City College. For more information, see the December 3 RCCD-all email from Dr. Wolde-Ab Isaac, District chancellor, titled “Full-time Faculty Hires.”
- The deadline has been extended to January 7 for faculty to apply to be a mentor in the 2019-2020 Faculty Intern Program. For more information about the program and the application process, see the December 13 nor-faculty email from Dr. Dominique Hitchcock, professor of Spanish and French, titled “Faculty Intern Program.”
- On December 17, Esmeralda Abejar will become director of college business services. The Board of Trustees approved her appointment at its December 11 meeting. Esmeralda holds a master’s degree in business administration from the University of Redlands and has extensive background and experience in administrative and business services at the community college level. She will support Business Services and the college community by overseeing the budget team, cashiers, the College Resource Center, and food services. Welcome, Esmeralda Abejar!
- On January 26, the College will again participate in the [CCC Registry Los Angeles Jobs Fair](#) for faculty and management recruitment. Faculty and administration participation is important to the College’s success at this event.

## 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

- A draft request for quotations (RFQ) for the Early Childhood Education Center is being completed and revised to attract private and service partners.
- For the wayfinding project, the College is looking at what the immediate needs are and what parts of the project can be incorporated into the Facilities Master Plan, with a focus on the importance of wayfinding to support students on their academic pathways.

- [DLR Group](#), which has a commitment to sustainability and energy master planning, has been chosen as consultant for the Facilities Master Plan, approved by the Board of Trustees at the December 11 meeting.
- Norco College is meeting with the City of Norco to discuss collaboration of the College's Facilities Master Plan with the city's master plan.

### **6.2 Develop and Maintain Beautiful Landscaping/Hardscaping**

- Landscape architects are pulling together a proposal to provide shade, additional landscaping, and additional seating in the amphitheater.

### **6.3 Keep Transportation Flowing and Provide Sufficient Parking**

- Because of emergency repairs needed for Mustang Circle, the resurfacing project for Parking Lot B, previously scheduled for Thanksgiving weekend, has been postponed.

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

- A pre-planning meeting was held on December 11 to consider a District general obligation bond for building out the master plan, now that the previous bond has ended. The proposed bond would be placed on the spring 2020 ballot.

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

### **7.1 Maintain Accreditation Status through Continuous Quality Improvement**

- *Many thanks to the accreditation Standards committees for all of their hard work!* During winter session, the accreditation co-chairs will review and edit the final drafts submitted by Standards committees. On the agenda for spring is the Quality Focus Essay (QFE), which will align with the College's strategic plans.
- *Mark your calendar!* The accreditation peer review team's scheduled visit to Norco College will be March 2-5, 2020.

### **7.2 Practice Effective Planning, Assessment, and Shared Governance**

- At the ISPC retreat in December, council members focused on college planning, specifically the Big Us Plan, which is the framework for the new Educational Master Plan, Strategic Plan, and Facilities Master Plan. Four breakout groups discussed the Big Us Plan (1) in relation to other College plans, (2) in alignment with the California community colleges' [Vision for Success](#) plan, (3) in relation to the District, and (4) as goals and objectives assigned to College councils.
- With the recent institutional reorganization, the ever-stronger focus on guided pathways, and changes in College leadership, discussions have started to consider the next step in revising and clarifying the planning, decision-making, and resource-allocation processes, including the charge of councils and committees. A revision/clarification of these processes will be completed by the end of spring semester.
- Everyone is encouraged to look for opportunities to participate in the master planning process during spring and to think of ways to wrap the planning conversations into department, senate, council, and committee meetings as well as more informal gatherings around the copy machines or Keurigs or in the hallways around campus.

### **7.3 Develop, Organize and Implement Professional Communication Systems**

- Norco College's new website, designed to better serve new and current students, is going live today! Feedback is welcome; please direct all inquiries, concerns, and kudos to Jennifer Krutsch at [Jennifer.krutsch@norcocollege.edu](mailto:Jennifer.krutsch@norcocollege.edu) beginning Monday, December 17. A series of online and live trainings for users of the site will begin January 7, with a full calendar and registration links forthcoming. *Many thanks to all those involved*, including Dr. Kevin Fleming, interim vice president of Strategic Development; Debra

Mustain, dean of community partnerships and workforce development; the Marketing Committee and the Marketing team; the District Strategic Communications team; and particularly to Lenny Riley, instructional technology specialist; and Jennifer Krutsch, media and marketing technician. For more information, see the December 12 nor-all email from Debra Mustain titled “Only two days until launch!”

#### **7.4 Automate/Streamline/Modernize Operational Processes**

### **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**

- The District Budgeting Advisory Council (DBAC), at its upcoming meeting on December 18, is expected to finalize analysis of discipline costs per FTES for all of the colleges and begin to look at how the District revenue is allocated in relation to that information.
- The College is working on an inventory of non-general-funded positions to help clarify how resources are currently funded.
- Conversations at the college level as well as at the unit level are taking place toward planning for institutionalization, ongoing funding, or project completion—or a combination of these—in response to non-general-funded positions.

#### **8.2 Develop Resources**

- On December 12, College and District personnel met with the District lobbyist to develop an initial District lobbying strategy in preparation for the chancellor’s and trustees’ travel to Washington, D.C. Norco College hopes that the strategy will include support for the veterans program, prison education, apprenticeship, and possibly photonics.
- Here are some statistics that represent the grants and related efforts of the Office of Strategic Development since spring of 2018:

Total Awarded: \$ 7,077,120

Total Declined \$ 207,429

Total Pending \$ 3,133,571

Total Activity \$ 10,418,120

Success Rate 68%

\*The above totals do not include appropriations

\$6 million in appropriations funding has been secured:

- \$5 million for Norco College Early Childhood Education Center
- \$1million for Norco College Workforce Training Center

Total Value of Resources Secured: \$13,077,120

#### **8.3 Develop Collaborators and Partners**

- The College is in discussion with the [City of Norco](#) about collaborating on addressing the need for high density housing in the area and on developing a technology or industrial/commercial zone to support academic/teaching, commercial, and military interests.
- Norco College has received a two-year, \$200,000 grant from the [College Futures Foundation](#) to support implementation of student services’ case-load management. (See also [1.1](#) above.)