

NORCO COLLEGE *REGULAR UPDATE*

April 6, 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

- Each college in the District has looked at an automatic awarding pilot for students who have completed the requirements for a degree or certificate but who have not applied for the award. In a recent pilot, Norco College found that 64% of students completing one particular certificate program in fall 2017 had not applied for an award for which they were eligible. On April 5, the three colleges agreed to move forward with a contract for degree-audit software that will identify those who have completed degrees or certificates but have not yet applied.

Completion Initiative and Guided Pathways

- The Guided Pathways [Self-Assessment](#) and [Action Plan](#) are now available on the College's website. These have been certified by the state, and we receive the first of five years of \$874,000 in Guided Pathways funding in April this year. In the first year, 25% of funding is provided; in the second year, 30%; in the third year, 25%; in the fourth year, 10%; and in the fifth year, 10%. As of April 4, of 114 community colleges in California, 111 were certified, and three were pending.
- Student Services is looking at how changes effected by [AB705](#) can be accommodated in the system. One change will be the revision of student placement to utilize corequisite courses to transfer-level English and math for students needing additional support, which is different from our current prerequisite model.

Strategic Goal 2: Improve the Quality of Student Life

Bookstore

- On May 3, Follett Higher Education Group will become the bookstore vendor in the District, pending final Board of Trustees approval in April. Follett will offer new opportunities for students to save on the overall costs of course materials. To provide time for the transition from Barnes and Noble to Follett, the bookstore will be closed from April 28 through the morning of May 3. Note that open purchase orders for Barnes and Noble need to be posted by April 20. When the store is closed, testing supplies will be provided to students at no charge in central locations on campus; locations will be posted on the bookstore door.

Civic Engagement

- Student leadership, clubs, organizations, and student ambassadors are working on a plan for voter registration this spring as the June election nears.

Strategic Goal 3: Increase Student Access

Early Registration

- A proposal is on the table for multi-term registration and is in discussion at all three colleges in the District as well as in the District Enrollment Management Committee. We hope to roll out multi-term registration for winter and spring 2019 in October 2018, if approved.

High School Partnership Program

- California Career and Access Pathways (CCAP) agreements with the Corona-Norco Unified School District, Alvord Unified School District, and Jurupa Unified School District have been approved by the Board of Trustees.
- A team of Norco College and John F. Kennedy Middle College High School (JFKMCHS) personnel have been invited to present at a national conference for middle colleges in June. The team consists of Mark DeAsis, Dr. Jason Parks, Dr. Maureen Sinclair, Daniel Landin, and Erin Spurbeck, along with a few of our partners at JFKMCHS. The presentation looks at intrusive counseling in the middle college setting with a Guided Pathways focus. We are told this is the only California middle college invited to present.

Next Phase Program

- There is preliminary conversation about expanding the number of students participating in college courses at the California Rehabilitation Center (CRC) and possibly designating the entire facility to inmates enrolled in college education.
- The College is in early discussions about using construction apprenticeship classes for long-term reconstruction of the Norconian Hotel, which could then be used for a variety of educational and rehabilitation purposes.
- A final candidate for director of the Next Phase program will be on the Board of Trustees agenda for approval in May.

Veterans Education/Promise Program

- **Hey, Look!** A Dinner with President fundraiser on April 19 will benefit Norco College programs, with special emphasis on veterans and veterans programs at the college. The military has approved the performance of a military band at the event, and Dr. Monica Green, vice president of student services, has agreed to be master of ceremonies. Assemblymember Sabrina Cervantes will be recognized with the inaugural Norco College President's Award for Excellence for her commitment to Norco College and the veterans education program. Click here for further information and tickets: <http://schools.norcollege.edu/dinner/>.
- Architects Ruhnau Clarke have provided initial conceptual drawings of the Veterans Resource Center, which can be viewed at the [Veterans Resource Center](#) webpage.
- Dr. Bryan Reece, Norco College president, met with Keith Boylan, deputy secretary for the Veterans Services Division at the California Department of Veterans Affairs (CalVet), on March 27 to discuss phase 2 of the Veterans Resource Center as a regional veterans center.
- The beta version for phase 1 of the articulation platform is completed, and we are moving on to phase 2, which is to populate joint services transcript (JST) data. Dr. Reece and Mr. Boylan discussed the College's securing veterans contact data and joint services transcript (JST) data to populate the articulation platform, which will provide academic credit for military experience. The May 1 goal is to have all gaming courses

articulated so that a short list of veterans with articulation completed can be recruited for fall 2018.

- Meetings have also taken place to discuss support for [AB1786](#), which would provide for scaling up articulation of military experience for college credit statewide.
- A director for veterans programs will be announced following the candidate's approval at the April 17 Board of Trustees meeting.

Strategic Goal 4: Create Effective Community Partnerships

CTE

- **Wow!** Assemblymember Cervantes is pursuing funding to support a regional apprenticeship center, with the intent to create a career center that partners with area trades and businesses. This would bring county employment services into the area by opening up an office in collaboration with Norco College.

National Photonics Research Center

- On March 21, the Office of Naval Research (ONR) met with a regional collaborative including CalTech, Congressman Ken Calvert's office, Dr. Y. K. Bae of Y. K. Bae Corporation, a Norco College team of faculty and managers, UC Riverside, RCCD Chancellor Isaac, Port Hueneme Naval Base, and Norco's Naval Surface Warfare Center. The group discussed with ONR the desire to spend a year completing a comprehensive feasibility study regarding potentially building/establishing a National Photonics Research Center. We discussed the benefits for our institutions in providing student research, a pathway of education and training from the certificate to the post-doctorate level, technology transfer, and economic development.

Strategic Goal 5: Strengthen Student Learning

Leading from the Middle

- The Leading from the Middle Home Team meets the first Tuesday of each month during college hour in IT-218 and continues its work on Guided Pathways and professional development.

Teaching & Learning

- Norco College is sending a team to the Equity as the Norm Institute, June 4-5 in Los Angeles, which is organized by the Center for Urban Education, USC Rossier School of Education. Team members will work to redesign their classes into equity-minded classrooms and to mentor and facilitate professional development for fellow faculty at the College. The team consists of Dr. Marshall Fulbright, dean of instruction, along with faculty from the four Schools: Quinton Bemiller, Jessica Dobson, Dr. Dominique Hitchcock, and Dan Reade (Arts & Humanities); Patty Worsham (Business & Management); Dr. Courtney Buchanan and Janet Hill (Social & Behavioral Studies); Dr. Barbara Moore and Starlene Justice (STEM). This Institute complements the work of the Leading from the Middle team, Teaching & Learning Committee, and Professional Development Committee to provide strategic professional development in support of Guided Pathways.
- The Teaching & Learning Committee is planning a fall 2018 Flex day focused on pedagogy.

Strategic Goal 6: Demonstrate Effective Planning Processes

Accreditation Preparation

- The Accreditation Steering Committee met March 23 to review progress and to access technology resources for the standards committees' work. Standards committees are compiling gap analyses, which are due by spring break.
- Norco College accreditation co-chairs joined colleagues from Riverside City College and Moreno Valley College in providing an [Accreditation 2020](#) update at the Board of Trustees committees' meeting on April 3.
- Members of the Accreditation 2020 Steering Committee will attend an ACCJC Institutional Self-Evaluation Report Training on May 2 in Ontario.

Budgeting

- The state's draft revision of the budget allocation model (BAM), called a "student-focused funding model," has received input from colleges in the state, and more information should be released soon. Once a BAM revision has been finalized, Business Services plans to provide information to the College in one or more presentations.
- The March 6 Budget and Planning Workshop, presented by Vice President Jim Reeves, is available on the Business Services website: <http://norccollege.edu/about/business-services/Documents/Budget-and-Planning-Workshop-Final.pdf>. This first college-wide workshop shifts the focus from the concept of a budget for a *campus* to the budget for a *college*.

Organizing around Our Schools

- The main motivation for reorganization is to position the college for growth by significantly improving student access, success, and equity. On our way to 20,000 students, we desperately want to flip the stubborn 15/85 completion/non-completion rate to 85/15. We believe the solution starts with organizing around our Schools and programs of study, within which integrated student success teams guide students along their entire pathway to completion. A critical part of this reorganization is the creation of a new Strategic Development office devoted to bringing in new funding, nurturing key relationships, and improving our marketing, outreach, and communications—all so we can add the necessary staffing to support our students along the pathway. College conversations continue around institutional reorganization, and reorganizational charts continue to be modified through this process. The Institutional Reorganization Deliberation Calendar, distributed at the April 5 Committee of the Whole meeting, shows fifteen scheduled meetings with college committees and councils between now and the May 17 Committee of the Whole meeting, at which a final recommendation will be made to President Reece. Look for a link to the most recent draft of the reorganizational charts on the President's webpage sometime next week: <http://norccollege.edu/about/president/Pages/index.aspx>. The current organizational charts can be found under the Management Team tab on the President's webpage: <http://norccollege.edu/about/president/Pages/Management-Team.aspx>.

Program Review

- Program reviews are switching to an online system this year using Nuventive-Improve software. All instructional, student services, and administrative units will complete [program review](#) this year to begin a new three-year cycle with updates, as needed, in the years between. Thanks to Dr. Alexis Gray, chair of the Program Review Committee, for her hard work and fortitude in working with Nuventive to create the new program review software for Norco College!
- Step-by-step directions for instructional program review can be found in this tutorial by Dr. Gray: <https://www.youtube.com/watch?v=-6ClknL32Is&feature=youtu.be>.
- An administrative program review step-by-step tutorial is coming soon; keep an eye on the [Administrative Unit Program Review webpage](#).

- The deadline for all instructional and administrative program reviews is **May 1**.

Safety

- **Hey, Look**→ Note the new date for a test of Norco College's emergency communications and evacuation procedures: **Thursday, May 17, time TBA**. Keep your eyes open for more information.
- **Hey, Look**→ Norco College safety preparedness is now on Twitter: <https://twitter.com/NCSafetyPrep>. Sign up to receive tweets, or check out the already-posted information online.
- Building floor captain training has begun. Other safety training sessions to prepare for a full campus building evacuation drill on May 17 are scheduled through April and May. See Justin Czerniak's "nor-all" email of Monday, March 19, with "Schedule of training classes . . ." in the subject line. Contact Justin if you have questions or would like to attend a training session: justin.czerniak@norcocolleg.edu.
- Tuesday April 10, Norco College is hosting two InfraGard Seminars (<https://www.infragardlosangeles.org/>) titled Mass Violence in Schools Prevention (MVSP). There is a morning session (8:30-12:00) and an afternoon session (1:00-4:30). FLEX credit is available. Email Justin Czerniak if you would like to attend one of the sessions: justin.czerniak@norcocolleg.edu.
- The college is conducting an assessment of WiFi capabilities on campus to determine weaknesses so repairs and replacements can be made to ensure communications if needed for safety.

Scheduled Maintenance Planning

- The heating, ventilation, and air conditioning (HVAC) system in the CACT building is scheduled for replacement after graduation.

Signage

- The wayfinding committee will be interviewing design firm candidates within the next two weeks.

Strategic Planning

- Discussion for revising the College's mission statement began in the Institutional Strategic Planning Council (ISPC) and Committee of the Whole (COTW) during the first week of April. Participants were asked questions that focus on the "why" of Norco College. Responses are being collected and will be given to a smaller group comprised of representatives from administration, classified staff, faculty, and the student body to come up with a first draft of a new mission statement.

Technology

- The Concur implementation taskforce is approaching readiness for a pilot of the new electronic travel system for travel requests and reimbursement. Next steps include development of training content specifically designed for the College's best travel practices and District policy, as well as testing by Norco College taskforce members. The new system also will be presented to shared governance committees.

Traffic

- A traffic engineer has been consulted about concerns regarding entering and exiting STEM from Third Street. New signage will be printed to direct traffic for STEM; signs will be up after spring break.

Strategic Goal 7: Strengthen our Commitment to our Employees

Great Colleges to Work for Survey

- In March, Norco College employees were asked to complete the Great Colleges to Work for Survey, which assesses the institution in campus climate, job satisfaction, and

institutional effectiveness. The survey was sponsored by the College's administration, the Academic Senate, CTA, and CSEA. Results are expected in late July.

Hiring, Equity, and Personnel

- Dr. Marshall Fulbright's first day as dean of instruction at Norco College was April 2. His office is next to Dr. Jason Parks' office in IT 200. Stop by to say hi!