



Academic Planning Council

Business Meeting

March 16, 2018

9:00am-12:00pm

IT 210

Present: Ms. Melissa Bader (co-chair), Mr. Quinton Bemiller, Mr. Peter Boelman, Dr. Kevin Fleming, Dr. Alexis Gray, Mr. John Moore, Mr. Jeff Mulari, Dr. Jason Parks (co-chair), Mr. Bob Prior, Dr. Phu Tran, Dr. Gail Zwart

Absent: Mr. Kim Kamerin, Ms. Ana-Marie Olaerts, Ms. Patricia Worsham

Visiting: Dr. Monica Green, Dr. Samuel Lee, Mr. Jim Reeves, Ms. Peggy Campo, Mr. Damon Nance, Mr. Derek Sy

A. Welcome

1. Melissa Bader welcomed everyone to the meeting.

B. Approval of Minutes

1. Motion to approve minutes from February 23, 2018 | Zwart/Gray Approved with 4 abstentions

C. ACTION ITEMS

1. Faculty Hiring Rubric
 - i. Examine for criteria
 - a. Should we align to pillars
 - b. Should we condense
 - c. Current process is establish the need first
 - d. Can we move to a 3 year plan
 - ii. Need to add a 10 year plan
 - a. APC needs to have foresight
 - iii. How do we adjust the process so new ideas that emerge can move forward
 - iv. Should we rollover and revisit in September
 - v. Motion leave as is | Zwart/Bemiller Approved unanimously

D. DISCUSSION ITEMS

1. Academic ReOrg Strengthening Our Schools Draft
 - i. The goal is to improve student completion
 - ii. Petition for growth
 - a. Adding an additional Dean of Instruction
 - iii. Distributed a Draft of the Reorganization
 - a. Breakdown by Disciplines
 - Sections, FTE's, Complexity of Tasks for each Discipline
 - i. High inventory, purchasing, multiple emails

- iv. This is a draft and input is appreciated
 - v. Big Changes are coming
 - vi. Dr. Fleming's position will focus on external relations
 - vii. Possibly add an Assistant Vice President position to oversee grants and public relations
 - viii. Focus on Norco
 - ix. Dr. Ocegüera will now report to Student Services
 - a. This pairs better with state alignment
 - b. Offers better support for students
 - x. Looking to add a Director for the Disability Resource Center
 - xi. Reviewed deliberation calendar
 - xii. We need support from everyone at Norco College
 - xiii. APC will vote their recommendation on April 6
 - xiv. CTE is concerned that they are losing their advocate, the program flourished under Dr. Fleming
 - xv. CTE faculty support the change just concerned
2. Zero Cost Textbooks
- i. Removes cost to students
 - ii. Is being added to the website Library and Schools
 - iii. Need to consider how students feel when the book is purchased but not used
 - iv. How do we find out which faculty are already offering this
 - v. Email Nor-Fac to see who is already offering Zero Cost textbooks and who would be interested in offering
 - vi. Can they be printed for students – yes for a low cost

E. Standing Committee Reports

- 1. Academic Senate (Bader)
 - i. Approved Full Stack Web Development 8 units
 - ii. Sabbatical is unclear
 - iii. Discussed new budget formula. First few years no change in our funding.
 - iv. No change to our enrollment targets
 - v. Chancellor expects the colleges to meet their enrollment targets, currently all colleges are up and meeting their enrollment targets
- 2. ISPC (Bader)
 - i. Technology prioritization list went through ISPC. Check with Ruth Leal to see if you're on the refresh list
 - ii. The marketing committee is working on the redesign of logo's and the college seal
 - a. The marketing committee asked for their own budget, not approved at this time
 - iii. The college is hiring a consultant for the strategic plan
 - iv. Accreditation is coming and the preparation for it is happening now
 - a. Considering the purchase of Cloud based tool "SPOL" for evidence tracking
 - v. Grants
 - a. How do we evaluate
 - b. Do we need another Grant

- c. Do we institutionalize
 - d. We cannot live on Grants
 - vi. Guided Pathways
 - vii. RCCD Professional Resource Team (Norco, RCC and MV) will be hosting other Inland Empire colleges in an effort to help them complete the process
- 3. District Enrollment Management (Bader)
 - i. Chancellor is focused on modeling the State Pillars
 - a. Offering core courses at specific times and days
 - ii. Raj gave enrollment updates – Norco is down 50
 - iii. Dr. Isaac wants us to work more closely with Call State and UCR to teach higher education classes
 - a. UCR wants 1 out 3 Juniors to come from Community Colleges
 - b. Cal State San Bernardino President said he won't accept anyone without ADT's
 - iv. Early Enrollment
 - a. IT is testing
 - b. A group of staff from Admissions and Records is going to enroll students and try to break the system before our students do.
 - c. Currently on track to begin enrollment for Winter and Spring on October 22, 2018, Phase I
 - d. Phase II, Summer and Fall 2019 is scheduled to begin enrollment on April 15, 2019
 - e. Phase III, April 2020 entire year
 - f. Approve Academic Calendar for 2 – 3 years
 - g. Looking at a grant to help us better use Edu-Nav
 - h. Issues with Earlier Enrollment
 - Curriculum
 - Catalog has to be in place
 - Impact to CTE
- 4. Program Review Committee (Dr. Gray)
 - i. Dr. Gray emailed Nor-Fac a tutorial
 - ii. If faculty are having trouble have them email Dr. Gray

F. Deans' Reports

- 1. DOI – CTE (Dr. Fleming)
 - i. Jesse Lopez has accepted a Deans position at Miramar College and will be leaving us
 - ii. Veteran's Initiative movement, currently getting the infrastructure in place. A vendor has been identified to create a platform across all schools. We will be piloting Gaming and CIS
 - iii. We received a mini grant to update equipment in classrooms. Dr. Fleming asked the chairs to email him suggestions. We do not want to replace equipment that is not currently being used
 - iv. Photonics initiative discussion. Dr. Reece met with Washington and will be having a feasibility
 - a. What will it look like

- b. Where will it be
- c. What roll will students have
- d. What roll will staff have
- e. Will be led by school of STE
- f. Need to survey the field
 - Dr. Gray reminded everyone that she is certified to perform

2. DOI (Parks)

- i. Will vote on Chair of Chairs in April
- ii. Forward department minutes to Lenny to post to webpage
- iii. Edu-Nav can create custom reports, email Dr. Parks any data you may want

G. Good of the Order

- 1. Melissa shared some information on AB705, eliminates Basic Skills as we know it
 - i. Students must complete English and Math in one year
 - ii. May add co-requisites

H. Adjourn – 12:05pm

Next meeting

April 6, 2018

Business Meeting 9:00AM – 12:00 PM

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