

NORCO
COLLEGE
Norco Academic Senate Meeting
May 21, 2018
1:30-3:30 ST207
Minutes

1:30 I. Call to Order

II. Roll Call

Senators, Alternates, and Officers: Kimberly Bell, Quinton Bemiller, Barbara Moore, Jim Thomas, Cameron Young, Kim Kameron, Virgil Lee, Judy Perry, Celia Brockenbrough, David Mills, Brian Johnson, J. Marie Hicks
Reporting members: Melissa Bader, Maria Barragan, Peggy Campo
Guests: Dr. Jason Parks, Dr. Samuel Lee, Dr. Monica Green, Dr. Bryan Reece

III. Approval of Agenda

Motion to amend and approved agenda: Kimberly Bell moves; Kim Kameron 2nd, motion passed (No abstentions)

1:35 IV. Approval of Minutes of [4/2/18](#)

Approval of Minutes of 4/16/18

Approval of Minutes of [5/7/18](#)

Motion to approve the minutes for April 2nd, April 16th, and May 7th Kimberly Bell moves; Kim Kamerin 2nd, motion passed (Two abstentions)

1:45 V. College Reports

A. College President

- The college president provided an update regarding the Norco College reorganization and current initiatives

B. Staff Senate

- No report provided

2:00 VI. Norco Senate Committee Reports, District Committee Reports, and Liaison Reports

A. Academic Planning Council [Spring 2018 Report](#) (Bader)(#10, 10+1)

- The resource allocation should be updated
- The roll out of the annual schedule has been postponed

B. Assessment Committee Spring 2018 Report (Adams) (#5,#9, 10+1)

- No report provided

C. Curriculum Committee [Spring 2018 Report](#) (Johnson) (#1, #2, 10+1)

- The committee membership was updated

D. Distance Education Committee [Spring 2018 Report](#) (Wagner) (+1, 10+1)

- The membership is lacking faculty participation
- The committee is looking for options to offer professional development for faculty
- It was suggested to assign someone to report-out to the senate or to send a report
- The Distance Education Committee doesn't have enough people to supply shelves for each course
- *Motion for all instructors classes' to be provided with Canvas course shells and have the option to opt-out and not have to opt-in using Canvas.: J. Marie Hicks moves/Melissa Bader 2nd, motion passed (No abstentions)*

E. District PG&SL (Brockenbrough) (+1, 10+1)

- Assistance from the senate when senators go back and update their departments to mention to promote the library

F. Library Advisory Committee [Spring 2018 Report](#) (Brockenbrough) (+1, 10+1)

- The Library Advisory Committee provided their statement of purpose, membership, assignments and strategic goals
- Ms. Brockenbrough provided a list of things the Library would like done to provide improved service to students
 - Lives in Limbo book for fall 2018 Read-to Succeed.
 - Need more library space
 - Need less noise
 - Need Saturday hours
 - Need extended Friday hours
 - Need more cleaning in the library
 - Need more steady rooms
- Need to update library computers
- G. Professional Development Committee [Spring 2018 Report](#) (Russell/Zamiska) (#8, 10+1)
 - The committee is working on the flex event. They are discussing possible ideas and topics to include in the agenda
 - Brown bag is next Tuesday for guided pathways for professional development support for faculty
- H. Program Review Committee [Spring 2018 Report](#) (Gray) (#9, 10+1)
 - Not all the units have submitted a report
 - Please encourage faculty to take the deadlines seriously
 - The College President requested a list of the units that did not submit a program review report
- I. Teaching and Learning Committee (Bemiller) (#5, 10+1)
 - No report provided

2:45 VII. New Business

- A. EOPS/CARE Progress Report – Single Course Progress Report. Action Item (James, Kramer)
EOPS/CARE will be sharing a draft of the single-course progress report form, which will still require faculty signature. This form will have a carbon copy so the instructor can keep a signed version of the progress report for their records.
 - *Motion to approve on the concept for a single course progress report form, which will require faculty signature Kimberly Bell moves; Jim Thomas 2nd, motion passed (No Abstentions)*
 - The form was updated with the suggestions made by faculty at the last meeting
 - They will make the following change: Attends class to Attends class regularly
 - Another suggestion was to make instructor recommendations and comments box bigger to have more space
- B. Change of school name from Social and Behavioral Studies to Social and Behavioral Sciences. Action Item (Burnett)
Since its inception the school has had the incorrect name, the faculty of the school of SBS are requesting to officially correct the name of the school.
 - *Motion to change the name from Social and Behavioral Studies to Social and Behavioral Sciences Quinton Bemiller moves; Jim Thomas 2nd, motion passed (No abstentions).*
- C. Tutor Training, Fall 2018 Tutors and SI Leaders recruitment. Information item. (Marashi, Jimenez)
The LRC would like to provide information about the upcoming [ILA -1 Tutor Training course](#), [Tutor and SI leaders recruitment](#) and [referrals](#) for FA 18 scheduling
 - The LRC will be sending tutors to training for fall 2018: Math, stats, anatomy, physics, psychology
 - Current job description for tutors that are not students need to be verify with CSEA
 - The LRC would like faculty assistance in recruiting students

3:15 VIII. Officer & Liaison Reports

- A. CTE Liaison (Zwart)
 - No report provided
- B. Guided Pathways Liaison (Bemiller)
 - Received the allocation from the state for the guided pathways program
- C. President (Campo)

- *Motion to extend the meeting for 15 minutes J. Marie Hicks moves; Quinton Bemiller 2nd, motion passed (One abstention).*
- DSPC met last Friday. External analysis, internal analysis, and SWOT are done for the district. Will continue to work over the summer on the district strategic plan; next will work on the mission, vision, and values. The new state budget model for CCC (now 60% FTES growth, 20% equity like BOG waivers and Pell Grant recipients, and 20% performance based) was not approved by the state congress. So next year's funding model is up in the air right now. If the governor's budget does not get approved, we revert back to 100% FTES or growth-based funding.
- DEMC met last Thursday. We have a new VC-Educational Services and Strategic Planning at the district, Dr. Susan Mills. We are all very excited to be working with such a qualified and familiar person. The district is 573 FTEs below target; NC is 85 below. The majority of the district's shortfall are MoVal's and the chancellor has stated that colleges that are below 2 years in a row will have their funds allocated reduced the following year. The district is looking to create a districtwide AB 705 Workgroup to see how to deal with the implementation and consequences of AB705 on the district. Will need faculty from NC to serve on the Workgroup. The Early Registration and IT Workgroup decided to postpone the year-round student registration for Phase I: to Enroll in Win20 and SPR20 will start in October of 2019, for SUM20 and FA20 in April of 2020; etc. to allow the curriculum committees and those responsible for catalog to catch up.
- Accreditation chairs attended an ACCJC accreditation institute on May 2.
- Next year Dr. Peggy campo will be District Academic Senate President; it rotates to each college every 3 years. That also means next year we need to select in the early fall a Distinguished Faculty Lecturer. Next year will also be my last year as senate president. Please consider running for the position; I would like for anyone interested to begin attending meetings, like plenary or DSPC all next year to better prepare for the position.
- Next year's NAS meeting schedule:

Fall 2018	Spring 2019
Sept. 10, 2018	Feb. 25, 2019
Sept. 17, 2018	Mar. 4, 2019
Oct. 1, 2018	Mar. 18, 2019
Oct. 29, 2018	Apr. 15, 2019
Nov. 5, 2018	Apr. 29, 2019
Nov. 19, 2018	May 6, 2019
Dec. 3, 2018	May 20, 2019

D. RCCDFA/CCA/CTA/NEA (Boelman; Young)

E. Secretary/Treasurer (Kamerin)

F. Student Liaison (Barragan)

- Tomorrow a recess (event) PTK
- June 1st CSEA will be holding a kick ball game and have a lunch after
- Sales sheets was approved by senate
- Approved next year's budget and sponsor ten students to go to Atlanta, Georgia for the Haiku. They will be holding an information session regarding the program. 2.0 GPA and 20 unit's minimum and all students will receive an emailed. Deadline is June 15th

G. Vice President (Thomas)

- Quinton Bemiller and Bob Prior will be the name readers for commencement

- Don't forget to participate in the vote for the reorg

3:30 X. Adjournment

Persons requiring a disability-related accommodation to participate in the Senate meeting, including materials in alternate formats, may request such service from DHRER at 951-222-8039.