

NORCO COLLEGE

Minutes

Norco Academic Senate Meeting

March 18, 2019

1:30-3:30 ST107

- I. Call to Order: 1:32 pm
- II. Roll Call:
Officers, Senators, and Alternates:
Rex Beck, Kimberly Bell, Quinton Bemiller, Peggy Campo, J. Marie Hicks, Virgil Lee, David Mills, Barbara K. Moore, Bob Prior, Jim Thomas, Kim Kamerin
Reporting Members: Melissa Bader, Michael Bobo, Celia Brockenbrough, Angelica Calderon
Guests: Sarah Burnett, Greg Ferrer, Kevin Fleming, Jan Muto, Jody Tyler, Toren Wallace
- III. Approval of Agenda: M/Kamerin S/Thomas Unanimous
- IV. Approval of [Minutes February 25, 2019](#) M/ Bemiller S/Bell Approved with corrections (1 abstention Beck)
Approval of [Minutes March 4, 2019](#) M/Mills S/Hicks Approved with corrections (2 abstentions, Bemiller, Kamerin)
- V. Old Business
 - A. [NAS Resolution 2019-01](#) in Support of the Creation of an Adjunct Faculty Support/Office Space-Action Item (First Read, Hicks)
 - Senate discussed resolution written by David in support of the creation of an adjunct faculty support/office space.
 - Discussed the replacement of “adjunct” with the appropriate “associate”.
 - Discussed the removal of the reference to the contract since that infringes on union issues.
 - Discussed the purpose of the senate’s resolution and what we could accomplish with the resolution.
 - David agreed to re-write the resolution with the feedback provided and bring back to the next senate meeting for a vote.
- VI. New Business
 - A. LGBTQ+ Advocate & Academic Resource- Discussion Item (Muto)
 - Jan presented [LGBTQ+ Advocacy PowerPoint Presentation](#).
 - Discussed the importance of the entire college supporting our LGBTQ+ students.
 - Jan proposed to the NAS the creation of an LGBTQ+ Advocate and an Advocates Committee, that would be a sub-committee of the senate leading the institution’s academic perspective on student success and develop an LGBTQ+ Guided Pathway. M/Kamerin, S/Hicks to create an LGBTQ+ Advocate and Spectrum Committee. Approved unanimously.
 - B. [Resolution Regarding District Hiring Practices](#)-Action Item-(First Read, Campo)
 - Discussed Moreno Valley’s APC resolution regarding the distribution of new fulltime faculty positions throughout the District.
 - Discussed the concerns presented during the Faculty Association and the District Academic

Senate meeting regarding this resolution. The union felt this resolution infringed on union responsibilities as well as was offensive to Chancellor Isaac who has formally committed to providing the funds to making Moreno Valley College and Norco College comprehensive colleges.

- Senators voiced concerns regarding the inconsistency of the inclusion of Norco College throughout the document.
- Senators asked if they could amend the resolution. Peggy clarified that if amended then the amended resolution would have to be taken back to the District Academic Senate to be distributed to each of the other senates to be discussed and voted upon.
- The senators stated their general support for the concept of the resolution but had reservations approving it in its current state. Would take the resolution back to their departments for discussion and senate will vote on the resolution at the next senate meeting.

C. All Faculty Meeting Format-Discussion Item (Campo)

- Kim K. has agreed to lead the All Faculty meeting scheduled for April 27, 2019 in ATEC 118 from 1:30 to 3:30 for faculty to discuss concerns. Thank you Kim.
- Please email Kim items you would like discussed so he can make an agenda.
- Peggy clarified that some people misinterpreted her intention for the way the All Faculty meeting was originally organized as a “pay-to-play” scenario. It was not intended that way; it was meant to be light-hearted, and offer a more fun way of complaining while “killing two birds with one stone”. Providing a way for shortening discussions that were dragging on too long while collecting funds for student scholarships. Peggy apologized for causing more strife to an already stressed faculty.

VII. Officer & Liaison Reports

A. Vice President (Thomas)

- Elections for Senate Officers will be running today through Friday. Please be on the lookout for the ballots in your mailboxes. The candidates are:
 - For president- Jan Muto and Quinton Bemiller
 - For Vice President-Virgil Lee
 - For Secretary/Treasurer- Kim Kamerin and Sigrid Williams

B. Student Liaison (Calderon)

- March 8- Chill Out went really well
- March 14- had the St. Patty’s questionnaire
- April 19- Silent Disco 7-10 pm,- have 3 DJ’s and people wear headphones to hear the DJ they want

C. Secretary/Treasurer (Kamerin)-No report

D. RCCDFA/CCA/CTA/NEA (Boelman)-No report

E. President (Campo)

- March 11 attended DAS meeting. Discussed that the VC-Economic Development has been hired; waiting on HR and board approval. Discussed the Region 9 GP Summit; the District Strategic Plan; AB705; RCCD Military Credit Policy; and updating catalog language to accommodate changes due to AB705.
- VC-Mills has convened a District Course Caps Workgroup to discuss how to assess and agree upon districtwide course caps.
- Educational Assistants are available for faculty to apply for. The district will pay for students to assist in their courses. If you are interested in seeing what kind of work students can help with and would like to apply for an EA, fill out the application available on the senate website:

[https://www.norcocollege.edu/as/Documents/Educational Assistant Program Application 2019-2020.pdf](https://www.norcocollege.edu/as/Documents/Educational_Assistant_Program_Application_2019-2020.pdf)

And submit by email or in my mailbox by Friday May 24, 2019.

- This Thursday and Friday will be attending the Veteran's Summit in Monterey to present with a team of faculty, staff, and administrators Norco's Military Articulation Platform (MAP). This software allows articulations faculty award between the over 25,000 military courses veterans may have taken over their military careers and Norco courses to be stored and grant credit to veterans coming to our college. This saves time and money for our veteran students for the prior learning they bring to the college.
- This Saturday Norco College will be hosting the ASCCC Area D meeting. All senators are welcome to come to this free event. It is an excellent opportunity to see how the state senate works and to hear about the resolution process and the resolutions that will be discussed and voted on during spring plenary. You can register at: <https://www.eventbrite.com/e/2019-spring-ascct-area-d-meeting-tickets-56288137334>
- Bryan, Sam, Kevin, and I will be going April 2 to the State Chancellor's office to talk about MAP. The Chancellor wants more information on how Norco is granting students credit for prior learning and the possibility of using this platform across the state.
- Will be attending senate plenary session in San Francisco from April 11-13.

F. Guided Pathways Liaison (Bemiller)

- March 4-5 went to the Guided Pathways Summit in Riverside that was very successful with all the colleges in Region 9 in attendance. The Summit was hosted in collaboration by RCCD and Chaffey College to coordinate GP efforts in the region.
- Educational Insight will be visiting us this week.

G. CTE Liaison (Zwart)- No report

VIII. Norco Senate Committee Reports and District Committee Reports

A. Teaching and Learning Committee (Bemiller) (#5, 10+1)

- The committee will be sending out a survey soon to compile the collective values of faculty at the college so it can create some Guiding Principles to Teaching Excellence.

B. Study Abroad Committee (Campo) (#2, 10+1)

- The District SA committee met last Thursday.
- Decided to try to have two-year SA plans already approved ahead of time, so students can plan into their schedules SA courses within their GP and Edu Nav pathways.
- This will also allow us to research new sites ahead of time in the future and allow faculty to plan ahead as well.
- Fall/Spring semesters will most likely be to our typical CAPA sites long 16-week semesters, and allow the short terms for more innovative faculty proposals.
- The Summer 2019 Salzburg and Fall 2019 Florence are currently low enrolled, so we need to help recruit students.
- The District SA committee decided the upcoming SA sites would be: Winter 2020: Cairo, Egypt; Spring 2020: Barcelona, Spain; Summer: 2020 Salzburg, Austria; Fall 2020: Florence, Italy.
- Those interested in teaching abroad please be on the look out for an email from the SA coordinator Nassef Gergis for submission deadline dates.

C. Program Review Committee (Gray) (#9, 10+1)- No report

D. Professional Development Committee (Russell/Zamiska) (#8, 10+1)- No report

E. Library Advisory Committee (Brockenbrough) (+1, 10+1)

- LAC held its meeting. Much concern was raised that the committee was going to be dissolved.
 - The NAS assured the committee that no senate subcommittee can be dissolved by administration. Faculty have full control over senate subcommittees and administration are fully aware of this fact; early talks were just suggestions of how to better administer workforce more efficiently and effectively since the committee has so many faculty on it and we are in need of faculty to serve on other committees.
 - LRC renovation:71,000 will get renovation. Gaming moved to STEM and the LRC is looking to extend the library's new hours.
- F. District PG&SL (Brockenbrough) (+1, 10+1) Extend meeting by 15 minutes M/Hicks S/Bell Unanimous
- AP7160A is being updated.
 - Important information was sent out regarding Professional Growth in a March 12 email by Susan Brucks. A copy of the email is below:

Below are the links for the current Professional Growth Course Approval form and the Request for Salary Reclassification form.

Plan for Professional Growth – Full Time Faculty
(Certificated): <https://www.rccd.edu/administration/educationalservices/Documents/pgsl/Professional%20Growth%20Course%20Approval.pdf>

o Please note: A/P 7160a: Section I.A. “...which have been approved by the District Professional Growth and Sabbatical Leave Committee (PG&SL Committee), which is co-chaired by a faculty member and an administrator, in advance of initiating the endeavor...”

Request for Salary Reclassification
(Certificated): <https://www.rccd.edu/administration/educationalservices/Documents/pgsl/Salary%20Reclassification%20Form.pdf>

Click on the following link for additional information:
<https://www.rccd.edu/administration/board/New%20Board%20Policies/7160aAP.pdf>.

Please submit all documents to the District Educational Services Office on or before the corresponding deadline date listed below. Documents should be received no later than 5:00p.m. during business hours.

The deadline/meeting dates for the Spring 2019 are as follows:

<u>Deadline Date</u>	<u>Meeting</u>
<u>Date</u> Wednesday, February 20, 2019	Thursday, March 7,
Wednesday, March 20, 2019	Thursday, April 4,
Thursday, May 9, 2019	Thursday, May 23,
No Meetings are currently scheduled for June, July or August	

G. Distance Education Committee (Bobo) (+1, 10+1)-The following points of information should be circulated in all areas of the College:

- 242 faculty have completed the Online Canvas Academy. We hope to have 100% training of our 400+ faculty before Fall 2019. All faculty trained in OCA will have shells created automatically for WE, HYBRID and OL sections. Training is essential for Norco College Canvas access.
- District Workgroups will be forming for Distance Education related issues:
 - a. Assessment of DE courses (including IOI for DE)
 - b. Creation of DE handbook and checklist for compliance
 - c. Student Orientation for District DE (support and counseling, too)
- Canvas offers tools to help students with Accessibility. UDOIT, ALLY and Canvas Accessibility Checker can be used to help online faculty understand potential barriers for students with disabilities. This is crucial for ADA compliance in education. See <https://cccaccessibility.org/> for more information.
- Open Educational Resources information meetings are available for discipline faculty in the following areas: Economics, Foreign Languages, Computer Science, Chemistry, Geography, as well as archived meetings in Biology, Communications, Early Childhood Education, English, Math, Political Science, and Psychology. One hour Zoom typically occur on Fridays between 9:30-10:30 led by discipline faculty participating in the Open Educational Resources Taskforce. See <https://www.asccc.org/directory/open-educational-resources-oer-task-force> for dates and registration details.
- Our Norco College Distance Education Plan will need to be updated and finalized before Spring 2020 Accreditation. As a result, I will be looking for interested parties who would like to contribute, edit and rework our previous 2014 draft. Please attend the DEC meetings for more details.
- Our first Spring Distance Education meeting is Wednesday, March 20, 2019 from 3:00-4:15.
- I am going to propose an additional monthly meeting on the 1st Wednesday each month to help with District and Norco College related DE work.

H. Curriculum Committee (Johnson) (#1, #2, 10+1)-No report

I. Assessment Committee (Adams) (#5,#9, 10+1)-No report

J. Academic Planning Council (Bader)(#10, 10+1)-No report

IX. College Reports

A. College President- No report

3:25 X. Open Hearing

3:30 XI. Adjournment

Persons requiring a disability-related accommodation to participate in the Senate meeting, including materials in alternate formats, may request such service from DRC at 951-372-7070.