



**Minutes**  
**Norco Academic Senate Meeting**  
**December 5, 2022**  
**1:30 - 3:30 PM via Zoom**

Meeting called to order at 1:33 PM.

I. Attendees

Officers, Senators, Alternates, and Committee Chairs & Liaisons: Hayley Ashby, Melissa Bader, Kimberly Bell, Araceli Covarrubias, Vivian Harris, J. Marie Hicks, Dominique Hitchcock, Ashlee Johnson, Brian Johnson, Daren Koch, Amy Kramer, Virgil Lee, Lisa Nelson, Dan Reade, Sigrid Williams, Patty Worsham

Guests: Cherise Allingham, Greg Aycock, Quinton Bemiller, Peggy Campo, Zina Chacon, Michael Collins, Monica Green, Lisa Hernandez, Ryan Hitch, DJ Hawkins, Tenisha James, Samuel Lee, Jethro Midgett, Gustavo Ocegüera, Jason Parks, Kaneesha Tarrant, Alex Zadeh

II. Approval of Agenda

M/D. Reade, S/M. Hicks; Approved by Consensus

III. Approval of [November 14, 2022 minutes](#)

M/A. Gray, S/B. Moore; Approved by Consensus

IV. Open Hearing

None

V. CTA Report-A. Covarrubias, V. Lee

- Faculty Association will be hosting a Virtual Town Hall during the lunch hour for Spring FLEX;
- Demand to bargain for part-time health insurance in accordance with AB 190
- Has proposed to the Chancellor a golden handshake for June 2024 with early retirement in December 2023
- Mandatory Harassment Prevention Training through EverFi for faculty is due by December 23
- Faculty Association negotiates the number of faculty hires that stems from a 2016 letter of agreement with the District; distribution to the colleges is determined by the District and the Senate

VI. Officer Reports

A. Secretary/Treasurer (Hayley Ashby)

- Has requested a Financial Summary for the current fiscal year's budget; expenditures are being monitored for copying and printing, other supplies, conferences, and memberships

- Checking on the status of the current secretary being added as an approver for the Academic Senate (EAG) budget
- B. Vice-President (Dan Reade)
  - No Report
- C. President (Kimberly Bell)
  - Met with Administration on ongoing funding for Rising Scholars and the conversation will continue
  - Regular meeting with three Senate presidents and the Chancellor regarding AB 928; looking at anything that came to CEOs for the Lifelong Learning and Self-Development GE Pattern; discussing the impact of AB 928 on the District and the facilities; a resolution was brought to the CEOs and it was supported unanimously
  - Met with the Chancellor, the Faculty Association, and the Senate presidents about how the 16 faculty positions allocated to the District would be distributed; distribution will be five faculty positions for Moreno Valley College, five faculty for Norco College, and six faculty for Riverside City College
  - Working on reporting out on the Emergency Conditions Report
  - Need to start talking about the distinguished faculty lecturer; look for emails from Dan Reade regarding nominations in the Spring 2023 Semester

## VII. College Reports

- A. Associated Students Representative (Jack Harris)
  - No Report
- B. President (Monica Green)
  - Wanted to thank Pathways in Enrollment Management Planning Workgroup; an enrollment plan is underway and will be written in the Winter Intersession for approval in the Spring
  - Chancellor comes to the College every month and has been presenting data; the September meeting was focused on access, equity, and success data; some corrections will be made, and the corrected version will be sent out for further discussion; the Chancellor presented on FTES and Efficiency during the November meeting and that presentation will be sent out and discussed in the Spring
- C. Vice President of Academic Affairs (Jason Parks)
  - Finishing up English, Psychology, and Engineering faculty hires this semester
  - Chemistry and Anatomy and Physiology faculty hires scheduled for the Spring semester
  - Presentation on Fall 2022:
    - Spring 2023 Enrollment Trends
    - 7,478 NC Home Students in Fall 2022, but 808 dropped all sections at NC
    - 6,670 NC Home Students currently enrolled in Fall 2022, but 3,903 are NOT enrolled in Winter 2023 nor Spring 2023 at NC
    - Please encourage students to enroll in classes; this is the first time the college is tracking this information, so it is difficult to determine trends in the data

VIII. Standing Committees & Liaisons Reports:

DE (R. Hitch)

- Distance Education – District Academic Senate President approved language for requirements for certification to teach online; looking to send faculty to get POOCR trained; faculty should contact Ryan Hitch if they are interested in training

CSEA (D. Koch)

- Holding annual celebration on December 16<sup>th</sup> and there will be a hot cocoa and cookies event; 2023 classified professional of the year nominations coming up and CSEA is requesting that the celebration be moved to the Spring; classified professionals nominate classified professionals; Mustang of the Month used to nominate employees across classifications

DBAC

- The Legislative Analyst's Office has projected a budget deficit, but reserves are healthy enough to manage the shortfall; however, next year there will only be COLA and no additional raises; the final break down of faculty positions at the colleges was determined for the 16 allocated positions; BAM still has sticking points for unique programs, as the committee does not want to run them as they cost; looking to create a formula for unique programs based on other neighboring colleges and also looking at FTES/FTEF calculation

Guided Pathways (M. Bader)

- Visiting department meetings; if you have suggestions or questions, contact Melissa Bader or Brittnee Quintanar.

Accreditation (H. Ashby)

- Accreditation Update presentation will be provided at the December College Council and Academic Senate meetings
- Hayley Ashby participated in the Follow-Up site visit at Palo Verde College that focused on institution-level assessment and institution-set standards
- Hayley Ashby attended an ACCJC listening session at the 2022 ASCCC Fall Plenary
- Preparing to start work on the Midterm Report at the beginning of the year

Prison Education (L. Nelson)

- Reaching out to Melissa about Guided Pathways in CRC; faculty have been adapting to COVID closings and lockdowns by making copies and sending packets to keep instruction going; meeting with administration to talk about bringing academic support into the CRC

PGSL (V. Harris)

- Look for an email from Susan Brucks for PGSL deadlines for next year

IX. **Action Item:** Senate President Appointments

- None

X. **Information Item:** Student Equity Plan update was given by Dominique.

- Working with a consultant for data-driven solutions to speed up the process and help Norco College collect the right data and form project teams; thought

about five project teams initially, but revising that to two teams focused on planning; will announce project teams in Spring Semester

- Making presentations to various constituency groups

XI. **Information Item:** The Senate was given an update about [Fall 2022 Accreditation](#) by Hayley Ashby.

- The faculty accreditation co-chair presented information on the changes to the ACCJC Standards and Norco College's accreditation activities during the Fall 2022 Semester
- A timeline for the 2024 Midterm Report was presented and efforts to prepare for writing the report

XII. **Information Item:** The Senate was given an update about the [Library and LRC Academic Support](#) by Hayley Ashby.

- The Library and LRC presented an infographic that provided a snapshot of data on academic support in Spring 2022 including door counts, hourly usage, reference activity, circulation activity, and library event attendance
- Data for the Fall will be included in an annual report

XIII. **Information Item:** The Senate was given an update about [CVC-OEI Consortium](#) by Ryan Hitch.

- The Library and LRC presented an infographic that provided a snapshot of data on academic support in Spring 2022 including door counts, hourly usage, reference activity, circulation activity, and library event attendance
- Data for the Fall will be included in an annual report

XIV. **Action Item:** The Senate approved the [RCCD Global Learning & Study Abroad Committee Bylaws](#) brought to them by Barbara Moore.

XV. **Action Item:** NAC and LFM asked for a vote from the Senate in support of the [updated Proposal](#) and the [Calculation Method Summary](#) for the Canvas Outcomes Assessment Project. This update is based on [feedback received by faculty](#). [Original Proposal](#) & [Rubric](#).

M. Hicks moved to approve, A. Kramer seconded

**Alternative-** A. Gray moved to have this item tabled until April 3<sup>rd</sup> because department meetings will not be taking place until after winter. L. Nelson Seconded; **Failed**

Meeting extended by 15 mins. M/D.Reade S/M. Hicks

**Amendment** – A.Gray: amend proposal to state decisions to change calculation method require discipline approval at the course level, and that this methodology will be revisited in Fall 2024. S/D.Reade; **Passed**

XVI. **Action Item:** The Senate Approved the Proposed [NC Senate Spring 2023 Schedule](#) and the Continuation of Virtual Meetings for the Senate. M/D.Reade S/M.Hicks; **Passed**

XVII. Meeting adjourned at 3:44 PM.