



College Council

Meeting Minutes for September 10, 2026, | 12:50 pm to 1:50 pm | Location: OC*116

Join via [Zoom Link](#) | Meeting ID: 893 2524 5140 | Passcode: 209423

Council Members (19)

Ms. Natalie Aceves, Mr. Isaac Aguilar, Ms. Charise Allingham, Dr. Hayley Ashby, Dr. Peggy Campo, Ms. Claudia Figueroa, Ms. Vivian Harris, Dr. Tenisha James, Dr. Virgil Lee, Ms. April Mejia, Dr. Jason Parks, Dr. Kaneesha Tarrant, and Ms. Patty Worsham (IEGC Classified Co-Chair – Vacant) (Resources Classified Co-Chair – Vacant)

Ex-officio Members:

Dr. Monica Green (Administrator), Ms. Araceli Covarrubias (Faculty Association), Ms. Melissa Olivieri (CPROS)

Council Members Not Present: Ms. Kimberly Bell, Dr. Michael Collins, Dr. Deshonna Harsch, Mr. Dan Reade,

Guest(s): Selena McKay- Davis

Quorum: 10

Subject to Brown Act: No

1. Call to Order: 12:52 pm

2. Action Items

2.1 Approval of Agenda

- MSC (Motion- Dr. Jason Parks /Second- Dr. Virgil Lee)
- The agenda for September 10, 2026, was presented and approved.

2.2 Approval of Meeting Minutes, May 14, 2026

- MSC (Motion- Dr. Kaneesha Tarrant /Second- Ms. Charise Allingham)
- May 14, 2026, meeting minutes were approved by consensus, with two abstentions from Dr. Peggy Campo and Dr. Jason Parks.

2.3 2025-2030 College Council Charter

- MSC (Motion- Dr. Peggy Campo / Second Dr. Jason Parks)
- The Council reviewed the revised 2025–2030 College Council Charter. The revised charter reflects the College Council’s evolving role as an institutional oversight body responsible for monitoring institutional progress, supporting continuous improvement, and providing oversight of accreditation, including reviewing accreditation-related evidence. The committee discussed the importance of clearly defining the distinct roles and responsibilities of the College Council and the Institutional Effectiveness and Governance Council (IEGC), particularly given that these functions were previously carried out by a single council, the ISPC. The revised charter emphasizes institutional improvement, student success, equity, and accreditation oversight.
- Members also discussed the importance of ensuring that council membership is represented by positions or roles rather than individual names and reviewed the updated equity language.
- Approved by consensus, with a minor correction needed to update the website link to the appropriate Norco College landing page.

2.4 2025-2030 IEGC Charter

- MSC (Motion- Dr. Kaneesha Tarrant / Second- Ms. Vivian Harris)
- Discussion included the membership structure and the importance of maintaining consistency in how governance council membership is represented within charters. Approved by consensus.

2.5 2025-2030 Student Support Council Charter

- MSC (Motion- Dr. Jason Parks/ Second- Ms. Patty Worsham)
- The Council reviewed the 2025–2030 Student Support Council Charter. Discussion highlighted the Council's role in providing strategic direction and supporting the coordinated delivery of academic learning support and student services in alignment with Norco College's Standard of Care.
- The membership was updated to reflect the focus on the Standard of Care.
- The revised charter reflects a focus on equitable access, coordinated student support, and student success throughout students' educational journeys.
- Approved by consensus.

3 Discussion Items

3.1 Accreditation Update

- An accreditation update was provided regarding Norco College's continued preparation for the upcoming ACCJC peer review process and March 2027 site visit.
- The Council discussed the current review of the Institutional Self-Evaluation Report (ISER) and supporting evidence. Members were reminded of the importance of reviewing the report and understanding how evidence demonstrates the College's ongoing commitment to institutional effectiveness, continuous improvement, and student success.
- The committee was informed of the opportunity for course sections selected for the Accreditation RSI check to provide evidence of regular and substantive interaction beyond what is currently available in Canvas. .
- Additional opportunities for college-wide engagement and feedback were discussed, including an upcoming virtual forum with the ACCJC peer review team in October.

3.2 Discussion of College Council Purpose

- The Council engaged in a broader discussion regarding the purpose and future role of College Council as an institutional accreditation oversight body.
- Members discussed moving beyond a model in which the College Council simply receives reports and updates from other councils. Instead, the Council explored how it can meaningfully monitor institutional progress, identify trends, support continuous improvement, and ensure that accreditation-related work remains connected to the College's strategic priorities and student success.
- Discussion included the importance of establishing regular monitoring systems and creating opportunities for the College Council to engage with evidence and outcomes throughout the year.
- Members considered whether accreditation and institutional effectiveness monitoring and assessment practices could be incorporated into existing professional development, FLEX and program review activities. The group also discussed the possibility of breaking Key Performance Indicator (KPI) reviews into smaller, more frequent updates rather than reviewing large amounts of information at one time. The Council emphasized the value of focusing discussions on trends, key takeaways, areas of progress, and opportunities for improvement rather than solely reviewing detailed data.
- Members discussed the need to make the accreditation materials more accessible and manageable by breaking the information into smaller sections or "chunks" for easier review and discussion.
- The Council agreed that members should begin by reviewing the front matter and Standard 1 of the ISER in preparation for the October 8, 2026, meeting. The October discussion will provide an opportunity to further explore how the College Council can establish meaningful monitoring and oversight practices for accreditation.

4 Information Item

4.1 DSPC Update

- Dr. Virgil Lee provided an update related to District Strategic Planning and Coordination (DSPC) activities.
- The update included information regarding the Clery Act report for 2025, the 2026–2027 budget, and district financial reserves. Members also received information regarding the budget outlook, including the 4.25% cost-of-living adjustment (COLA) for faculty.
- Additional information was provided from the District Distance Education Report Fall 2026 which included current modality success rate data. The members reflected on the closeness of the success rates between online and in person courses.

5 Good of the Order

- Members expressed appreciation for the collaborative work occurring across the College's governance structure and the continued efforts to prepare for accreditation.
- Review the front matter and Standard 1 of the ISER prior to October 8, 2026, College Council meeting. Come prepared to discuss opportunities for meaningful monitoring, institutional oversight, continuous improvement, and evidence review.

6 Future Agenda Topics

Adjournment: 1:39 pm

Next Meeting: October 8, 2026, **Time:** 12:50pm to 1:50pm, **Location:** OC*116

Fall 2026 College Council Schedule		
Meeting Date	Time	Agenda Item Request Deadline
September 10, 2026	12:50–1:50 PM	September 3, 2026 (5 PM)
October 8, 2026	12:50–1:50 PM	October 1, 2026 (5 PM)
November 12, 2026	12:50–1:50 PM	November 5, 2026, 2026 (5 PM)
December 10, 2026	12:50–1:50 PM	December 3, 2026, 2026 (5 PM)



Council Charter (2025-2030)

Name of Council: College Council

Description (25-50 words):	The College Council monitors institutional progress toward achieving college goals, ensures that planning demonstrates continuous improvement, and reviews evidence supporting accreditation. It provides institutional oversight of accreditation by coordinating and directing the collective work of the leadership councils in alignment with ACCJC standards. The College Council makes recommendations to the Executive Cabinet and the College President.
Brown Act (Yes or No):	No
Meeting Schedule:	College Council meetings will be held during College Hour (12:50 pm to 1:50 pm, with Zoom option) on the second Thursday of the month during the Fall and Spring semesters to allow time for agenda items appropriate to DSPC to be brought forward for district-level decision making.
Chair(s):	Dr. Tenisha James, Dr. Virgil Lee, Ms. Charise Allingham
Committee Membership:	• Four (4) presiding administrative chairs, one from each leadership council (Administrator) • General representative (Administrator) • Academic Senate President (Faculty) • Chair of Chairs (Faculty) • Faculty Accreditation Liaison (Faculty) • Four (4) presiding faculty chairs (or designee), one from each leadership council (Faculty) • General representative (Faculty) • Four (4) presiding classified professional chairs (or designee), one from each leadership council (Classified Professional) • General representative (Classified Professional) • ASNC President (or designee) (Student) • Ex-officio members (non-voting): College President, Faculty Association Vice President, CSEA Vice President
Reports and Recommends to:	Executive Cabinet and College President
Required Reports and Updates:	Survey of Effectiveness, Report of Effectiveness (All Councils) SPGM Revisions, Institution Set Standards Updates, KPI Progress Report, Institution Self-Evaluation Report (IEGC) Annual Budget Priorities (RC) ACCJC Standard Updates by Leadership Councils (TBD – All Councils)
Key Performance Indicators/Goals:	1-12

ACCJC Accreditation Standard(s):	Standards 1, 2, 3, and 4; Focus Areas 1.3 and 1.5
Equity Focus:	The College Council supports equity by ensuring disaggregated data and equity metrics are regularly used to guide institutional planning, resource allocation, and decision-making. The Council is committed to supporting equitable and meaningful outcomes for students, employees, and the community by keeping the college's mission, goals and equity priorities at the center of its work.
Edition Date:	
Link to council/committee site with Membership Roster: www.norccollege.edu/	

ACCJC Accreditation Standard	Goal/Objective	Example Task
1.3	Key Performance	Review, discuss, and provide recommendations on institutional progress towards achieving its mission and goals to support continued improvement through the regular review of meaningfully disaggregated data.
1.5	Indicators 1-12	

Academic Affairs	Goal 1: Access Goal 2: Success Goal 5: Workforce	1.1 Meet or exceed district-set targets for FTES 2.1 Increase course success rate across all modalities by 5% by 2030 2.2 Increase the Completion of Transfer-Level Math and English by first-time students by 5% annually 5.1 Align academic programs with living-wage careers
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Council & Committee Charter (2025-2030)

Name of Council/ Committee: Institutional Effectiveness & Governance Council

Description (25-50 words):	The Institutional Effectiveness and Governance Council monitors institutional progress towards strategic goals and objectives; supports academic quality and integrity, ensures institutional effectiveness, and coordinates governance and procedures.
Brown Act (Yes or No):	No
Meeting Schedule:	The Institutional Effectiveness & Governance Council meets monthly on the fourth Thursday of the month at 12:50pm to 1:50pm, with video conferencing option, for Fall and Spring Terms.
Chair(s):	Dr. Tenisha James, Dr. Deshonna Harsh, Mr. Alex Spencer
Committee Membership:	1. Vice President Planning & Development, Co-Chair – Administrator 2. Administrator with oversight of Institutional Effectiveness– Administrator 3. One at-large administrator (Categorical or Special Funded Programs) – Administrator 4. One at-large administrator (DEIA or Equity, Inclusion, and Engagement) – Administrator 5. Academic Senate Vice President – Faculty 6. Assessment Committee faculty co-chair – Faculty 7. Program Review Committee faculty co-chair – Faculty 8. Faculty Professional Development (FPDC, TLC, or NTI) co-chair – Faculty 9. Representative with knowledge/experience in equity/special programs – Classified Professional 10. Representative with knowledge/experience in the area of professional development – Classified Professional 11. Representative with knowledge/experience in the area of institutional effectiveness and research – Classified Professional 12. Representative with knowledge/experience in the area of governance/strategic planning– Classified Professional 13. ASNC Representative – Student • ASNC alternative (non-voting) – Student
Reports and Recommends to:	The IEGC makes recommendations to the College Council and the Vice President of Planning & Development.
Required Reports and Updates:	1) SPGM Updates & Revisions, including IEG Procedures 2) Comprehensive Professional Development Update or Report 3) Institution Set Standards/ Accreditation 4) Governance Training, Coaching, and Support 5) Annual Prioritization 6) FPDC, NAC, Program Review Reports
Key Performance Indicators/Goals:	(6) Effectiveness, Planning and Governance

ACCJC Accreditation Standard(s):	1.4 & 4.3
Equity Focus:	Equitable outcomes in student success as measured by Key Performance Indicators
Edition Date:	May 28, 2026
Link to council/committee site with Membership Roster: www.norccollege.edu/	

ACCJC Accreditation Standard	Goal/Objective	Example Task
1.4 4.3	(6) Effectiveness, Planning and Governance	Review, evaluate, and provide recommendations on processes and procedures of institutional effectiveness (i.e., program review, assessment, institution-set standards, etc.) and governance structure and procedures (i.e., decision-making and participation).

Planning & Development	Goal 3: Equity Goal 4: Professional Development Goal 6: Effectiveness Goal 8: Resources	3.1 Eliminate equity gaps for Black/African American students 3.2 Eliminate equity gaps for Hispanic/Latinx students 4.1 Provide opportunities for professional learning that support equitable student outcomes in a variety of modalities 6.1 Establish meaningful and ambitious goals in support of the college mission to ensure quality, continuous improvement, and innovation through the review and assessment of disaggregated data related to equitable student achievement 6.2 Engage in clear and effective governance practices that provide opportunities for meaningful participation and inclusion of relevant constituencies to inform institutional decision-making 8.2 Identify and pursue grants and private donations that support our strategic goals, college mission, and vision statement
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Council & Committee Charter (2025-2030)

Name of Council/ Committee: Student Support Council

Description (25-50 words):	The Student Support Council provides strategic direction and ensures the coordinated delivery of academic learning support and student services, aligned with the Standard of Care to advance equitable access and student success throughout students' educational journeys.
Brown Act (Yes or No):	No
Meeting Schedule:	The Student Support Council (SSC) meets monthly on the fourth Thursday of the month from 12:50pm to 1:50pm, with Zoom option, for Fall and Spring Terms. Contact the co-chairs to place an item on a future agenda.
Chair(s):	Natalie Aceves (CSEA), Vivian Harris (Faculty), Kaneesha Tarrant (Management)
Committee Membership (13):	• Vice President Student Services, Chair– Administrator • Administrator with oversight in Student Services – Administrator • Administrator with oversight in Enrollment Services– Administrator • Administrator with oversight in Equity– Administrator • Counseling Faculty Representative– Faculty • Library Faculty Representative– Faculty • Faculty representative for Tutorial Support (e.g. English or Math faculty)– Faculty • Faculty representative with knowledge/experience in Guided Pathways/Faculty Advisors– Faculty • Representative with knowledge/experience as Educational Resource Advisor– Classified Professional • Representative with knowledge/experience in financial aid programs– Classified Professional • Representative with knowledge/experience in equity programs and learning communities– Classified Professional • Representative with knowledge/experience in the area of tutoring, learning support and academic support– Classified Professional • ASNC representative – Student • ASNC alternate (non-voting unless primary member is absent) – Student
Reports and Recommends to:	The Student Support Council makes recommendations to the College Council and the Vice President of Student Services.
Required Reports and Updates:	1. Annual Resource Request prioritization 2. Accreditation
Key Performance Indicators/Goals:	(1) Access (2) Success (5) Workforce
ACCJC Accreditation Standard(s):	2.4, 2.7, 2.8, 2.9

Approved: Student Support Council e-vote of 10-0-1 on June 8, 2026

Equity Focus:	Coordinate programs and services to achieve equitable student success outcomes aligned with Key Performance Indicators and the Standard of Care.
Edition Date:	April 20, 2026
Link to council/committee site with Membership Roster: www.norccollege.edu/	

ACCJC Accreditation Standard	Goal/Objective	Example Task
2.4 2.7 2.8 2.9	(1) Access (2) Success (5) Workforce	Review, evaluate, and provide recommendations regarding continued improvements in effectively supporting students' unique educational journeys through comprehensive student support and engagement.

Student Services	Goal 1: Access Goal 2: Success Goal 5: Workforce	1.2 Increase annual headcount by 3% 1.3: Increase capture rates from feeder high schools by 4% annually 2.3 Increase First-term to Second-Term Persistence of first-time students by 3% annually 2.4 Increase 3-year degree/certificate completion by 3% annually 2.5 Increase 3-year transfer rate by 3% annually 2.6 Increase the number of students who receive aid by 6% annually 5.2 Increase student enrollment in career pathways to living-wage careers
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