



Minutes
Norco Academic Senate Meeting
September 20, 2021
1:30 - 3:30 PM via Zoom

Meeting called to order at 1:33 PM.

I. Attendees

Officers, Senators, Alternates, and Committee Chairs & Liaisons: Laura Adams, Kimberly Bell, Michael Bobo, Peter Boelman, Courtney Buchanan, Sarah Burnett, Araceli Covarrubias, Vivian Harris, J. Marie Hicks, Dominique Hitchcock, Samia Irfan, Ashlee Johnson, Kim Kamerin, Daren Koch, Virgil Lee, Barbara Moore, Lisa Nelson, Jody Tyler, Dana White, Sigrid Williams, Patty Worsham, Cameron Young

Guests: Juan Alvarez, Hayley Ashby, Quinton Bemiller, Michael Collins, Torria Davis, Jessica Dobson, Greg Ferrer, Susan Finley, Kevin Fleming, Monica Green, Amy Kramer, Samuel Lee, Dan Reade

II. Review of Agenda

Amended to hear CTA report when CTA report as the first item of business.
M/M. Hicks, S/L. Nelson- Approved as amended.

III. Review of [August 30, 2021](#) meeting minutes

Approved by consent.

IV. Open Hearing

None

V. Melissa Bader was selected as faculty representative to the District Enrollment Management Committee (DEMC)

M/K. Kamerin, S/K. Bell- Approved

VI. Meghan Chandler was approved as a faculty member of the Technology Committee

M/K. Kamerin, S/M. Hicks- Approved

VII. APC recommended the approval of full-time faculty members in COM, MAT, PSY, SOC, Studio Art to replace faculty members in those disciplines who have left the college.

Approved, unanimously

VIII. Administration asked the Academic Senate to approve the [Job Description](#) for the *Prison Education Program-Faculty Coordinator* position in one read.

M/K. Kamerin, S/B. Moore- Approved with the understanding that modifications may be brought forward from faculty during the next Senate meeting.

IX. Dana White presented the first draft of the [Equity Statement](#) to guide FPDC's professional development activities. Members were asked to bring this statement to their constituents and

send any suggested changes to Dana. It is anticipated that a modified version of this document will be brought to the next Senate meeting for approval.

X. Officer Reports

A. Secretary/Treasurer (K. Kamerin)

Notes have been shared with Nor-All

B. Vice-President (K. Bell)

No Report

C. President (V. Lee)

- Presented summary of [Conversation with Chancellor](#)
- Presented the September [Five-to-Thrive Presentation](#) from Norco College to Board of Trustees on 9/21/21

XI. College Reports

A. President of the Associated Students (Samia Irfan)

- No report

B. College President (Monica Green)

- Late last week, Governor signed the AB 361 Brown Act, it allows some flexibility for virtual meetings.
- Reminded all about the Regular Update submissions and how it's used to share information internally.
- Summer Racial Justice Taskforce reviewed the accomplishments from the academic year.
- Racial Justice Taskforce meets every first Friday in the Fall and Spring from 2-3pm.

C. Vice President of Academic Affairs (Sam Lee)

- Reminded faculty about a message he sent to Nor-Faculty asking faculty for their continued help and consider a seating chart and please check student Cleared4 passes every day.
- Suggested referring students to their Cleared4 App for any questions regarding their status. If they are not cleared, Cathleen Chou's Health Center contact information will appear.
- Reminded all that the color TEAL in Cleared4 does not mean they are cleared to be on campus.
- There was a survey recently given to KIN faculty about the Kinesiology Center for Human Performance.

XII. Standing Committees & Liaisons Reports

A. Academic Senate Standing Committees

Curriculum (B. Johnson)

1. September 24th is the deadline to submit any new courses or any course modifications.

DE (S. Burnett)

1. DEC met on 9/13 to identify two additional meeting times this fall.
2. Full DEC meeting with DE Dean, DJ, and Susan Finley (Course Designer) on 3rd Wednesday of the month from 4-5:30 PM to handle any voting items, planning, and discussion on what DEC should focus on in Work Group sessions

- a. DEC Work Group meetings to focus on specific projects this fall to meet the 1st Tuesday of the Month 12:50-1:50 PM
- b. Looking at MVC DE DEN to make it applicable for NC Faculty to use
- c. Identifying a Peer Online Course Review (POCR) process
- d. Creating guidelines for use of the part-time faculty IOI on-line teaching observation tool we created in spring 2021
- e. Identifying DE FLEX activities to offer faculty. Once identified, approval will be sought from the FPDC.

LGBTQ+ (C. Young)

We reviewed our committee's charge and how best to align our goals for the upcoming academic year to do so which will consist of updating the ALLY member list, reaffirming pledges for existing ALLYs (which we are not quite sure yet on how best to proceed with this; there are some ALLYs that have attended a training some time ago and with the variation and nuances of the community changing we would want to ensure that those ALLYs are kept up to date and reflective of these possible changes), schedule ALLY trainings corresponding with important LGBTQ+ dates (which we feel would be more conducive to our committee's aim), begin planning early for the 2nd annual LGBTQ+ Speaker Series with more directed/focused input from Norco's student club PRISM (which would cover topics more aligned to what is reflective from our student population), improve the Canvas site for the Unity Zone, and continue to work on establishing a more visible presence on campus. We also brought on a student representative from PRISM as a voting member to our committee as part of our mission, and our committee name, reflects advocacy for faculty, staff, and students. Lastly, we wanted to share that we are still welcoming new members and looking for a co-chair to replace Peggy Campo who will still be part of the committee. Academic Senate discussed current issues in the context of Unity Zone's history.

Library/LRC (V. Harris)

Read to Succeed book event featuring *The How of Happiness* by Sonja Lyubomirsky was awesome. We would like for everyone to register for our student panel taking place on Thursday, October 21st via Zoom. The author appearance will be November 4th 12:30-2:30. LRC is open during its regular hours. Please recommend student tutors, we are hiring due to shortage. Working on creating a governance charter that we'll need to forward to Academic Senate for our committee.

B. Academic Senate Liaisons

Equity (D. Hitchcock)

1. [HOTEP Equity Audit Presentation](#)

CSEA (D. Koch)

1. The 2021-2023 Chair and Secretary of CSEA's Classified Senate have been appointed. Ruth Leal is the Chair and Patti Brusca is the Secretary.
2. Classified professionals are continuing to work on objectives for the guiding principles for "Participate Effectively" as part of education code for classified pros.

3. Classified Professionals are bringing forth to the College Council a reaffirmation of classified appointment rights that affirms when classified professionals are appointed to serve on committees, workgroups/project teams, taskforces, etc. that we follow the CSEA Committee Appointment Process.
4. Over the summer, CSEA's Classified Senate appointed classified representatives for the new Leadership Councils, DEI (Diversity, Equity, and Inclusion) Committee, Technology Committee, Guided Pathways & Equity Advisory Group and Project Teams. Next is to collaborate with the Academic Senate to formalize classified participation for those committees that have seats for classified professionals to affirm representatives for the 2021-2022 academic year as well as appoint vacancies using the CSEA Committee Appointment Process.

CTE (S. Williams)

1. IEDRC quarterly meeting about CTE took place today. The Regional Career Education, the National Association for Community Colleges is offering money to put through three of our faculty members through (at no cost to them) a program on innovative change. A couple of upcoming events- on October 15th CIS cyber security advisory meeting, October 18th through 23rd is Cyber Security Awareness Week.
2. Website address for regional career education programs, pathways and employer information
<https://experience.arcgis.com/experience/c36da81abafc4492b5df2caa07bd76dc/>

DEMC (M. Bader)

1. District is down 2000+ FTEs, and there are plans on how they may be recovered during the second 8 weeks.
 - a. EduNav had a nice feature where one can visualize the student seats that have been assigned.
 - b. This is the first time we get this data on where we can expect students to go in next semester based on educational plan.
 - c. Student debt collection is ongoing and was waived with paid with HEERF funds.
2. ERP goal to have it adopted and rolled out by July/August 2022.

XIII. APC recommended that the Senate propose creating a District board policy (BP) about protecting the contents of faculty-student communications from being shared on social media platforms.

- Virgil will forward request to Chancellor to get a legal opinion about the feasibility of such a BP.

XIV. A presentation was given by DRC representatives entitled [Student Medical Vaccine Academic Adjustment Process](#)

XV. A presentation was given by the Director of Health Services on the [Process](#) for Student Exposure to COVID.

Meeting adjourned at 3:29 PM.