



Minutes
Norco Academic Senate Meeting
November 7, 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: Melissa Bader, Kimberly Bell, Courtney Buchanan, Araceli Covarrubias, Alexis Gray, John Harris, Vivian Harris, J. Marie Hicks, Ryan Hitch, Dominique Hitchcock, Ashlee Johnson, Brian Johnson, Daren Koch, Virgil Lee, Barbara Moore, Lisa Nelson, Dan Reade, Tim Russell, Jody Tyler, Dana White, Patty Worsham

Absent: Hayley Ashby, Amy Kramer

Guests: Charise Allingham, Greg Aycock, Quinton Bemiller, Peggy Campo, Zina Chacon, Torria Davis, Luis Diaz, Ashley Etchison, Tenisha James, Lisa Hernandez, Melanie Golbach, Monica Green, Christopher Lugo, Susan Mills, Sarah Nafzgar, Sam Lee, Stephanie Podein, Kaneesha Tarrant, Suzie Witmer, Lijuan Zhai

II. Approval of Agenda

M/T. Russell, S/M. Hicks; Approved by Consensus

III. Approval of [October 17, 2022](#) minutes

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

IV. Open Hearing

None

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

- All RCCD employees are required to complete Harassment Prevention training.
 - Emails will be coming from contractor EverFI and are legitimate
 - Faculty will need to complete this harassment training by December 23rd. The email was sent out 10/31

VI. Officer Reports

A. Secretary/Treasurer (Hayley Ashby)

- No Report

B. Vice-President (Dan Reade)

- Selection for the 2023 Faculty Commencement Speaker is ongoing and will conclude on Wednesday, 11/9.
 - Faculty have received emails with a link that will allow them to select their preferred candidate.
 - The candidates are Maria Jurado and Adam Martin.

C. President (Kimberly Bell)

[REPORT](#)

VII. College Reports

A. Associated Students Representative (Jack Harris)

- Two very good events:
 - Harvest Festival was a huge success; lots of candy was given out
 - Dia de Los Muertos activities held by Puente where we made leis and masks.
- ASNC was part of a community event at a Norco city park where we had coloring for the kids and played the movie Coco; Our booth was the most fun of the event; Had a lot of traffic and community support; spoke to city of Norco officials and the Norco Mayor.
- If you haven't already, please download the Associated Students of Norco College App on your smartphone; you can get deals, information on upcoming meetings which are held on Tuesdays and Thursdays during College Hour, if you can make it, please go! It's always exciting to see faculty there.

B. President (Monica Green)

- Chancellor Isaac hopes to visit the colleges on a monthly basis. Appointments to meet with the Chancellor during these visits is coordinated through President Green's office.
- Discussions about developing another General Obligation Bond will begin soon, with a potential goal of bringing such a bond to voters in 2024. A bond issue is important because local bond funding is required to get access or consideration for state funding for capital projects like new buildings.

C. Vice President of Academic Affairs (Jason Parks)

- General enrollment started today, 11/7, and we look to be off to a good start.
- The position for a new Dean of Educational Partnerships (formerly Juan Alvarez) has flown; please share that notice as we're looking for a great replacement.
- The Executive Cabinet voted to move forward with having Norco join the MESA (Math, Engineering, Science, and Achievement) Program.
- Load Bank election forms are due by 12/31. If faculty don't submit it, they will not be able to do load banking in the 2023 calendar year.
- Please check the department and other websites for updates and let Lenny or Charise know of any necessary changes.

VIII. Standing Committees & Liaisons Reports:

APC (P. Worsham)

- APC met last Friday and I will be coming to you next week with an action item for the New Faculty Ranking (there wasn't enough time to get it on this week's agenda).
- We had a presentation from Schools, Career and Pathways people that was Melissa Bader and Brittnee Quintanar, which was awesome.
 - They are going around to different departments talking about expanding our schools, and they'll be coming to your area soon.
- The number one ranking for the Equity Audit recommendation for Academic Council was Student Spotlight and we're asking that this be a faculty-driven

process where a faculty will identify students' excellence, not necessarily based on GPA, but on awesome students. We can start spotlighting this Spring.

Curriculum (B. Johnson)

- The Committee is participating in curriculum updates required by AB 1111, state legislation requiring a common numbering system among courses offered by California community colleges.
 - The Curriculum Committee will likely know which courses will be impacted by Summer 2023. District Ed Service has agreed to administratively update course numbers in CurricuNet, so faculty will not have to submit their individual courses just for this numbering update. To make this administrative update go smoothly, there will be a CurricuNet freeze period from October-December 2023; no drafts or launches will be accepted during that period. Updates for the 2024-25 catalog should be launched in Spring 2023.
 - Last chance to launch for 2024-25 is in September 2023.

DE (R. Hitch)

- Our next meeting will be held Wednesday, November 16th at 3pm; Zoom link will be sent out to all faculty; all are encouraged to attend.
 - We're hoping to finalize CVC FAQ to hopefully answer a lot of questions and spread clarity around campus about CVC.
 - The goal would be to finalize that at our meeting

Library/LRC (V. Harris)

- Final Read to 2 Succeed is Thursday, 11/17. The author will be on campus in CSS 217 from 12:30 PM-3:00 PM.

Program Review (T. Russell)

- Hoping to open up the Annual Update in November so that if you have time over Winter, to work on it. No date yet, but once there is, an email will go out.

TLC (L. Hernandez)

- First two Brown Bags went well. We're Working on the last one of the semester, which will occur during December. Please feel free to contact Jose and/or I with any ideas for Brown Bags for the spring semester; we will be formulating these in the coming few months. We wish to know how to best serve the college's needs.

CSEA (D. Koch)

- CSEA's Classified Senate has created an online form for requests for classified representatives on all groups. The Shared Governance webpage has been updated for current classified appointments and current classified representative vacancies.
- CSEA's Classified Senate has a new committee, the Community Service Committee, which helps classified professionals with finding opportunities locally, in the region, and globally to participate and volunteer. We are partnering with the NC Volunteer Corps to help recruit classified professionals for volunteer opportunities. Nicole Brown is the liaison.
- The Classified Professional Development Committee is planning the next Professional Development Day for CPROS, which will be on Friday, January 27th. Two members of the committee attended the 4CSD Annual Conference "The Road to Transformation: Creating and Sustaining Meaningful Professional Development in Diversity, Equity, Inclusion and Access," which shared that classified professionals are severely underrepresented in professional development per an IEPI statewide survey.

- The Classified Professional of the Year event, held on October 11, was a complete success. Classified professionals would like to thank the Academic Senate for participating and recognizing our 2022 CP of the Year, Leona Vassale.

DEMC (M. Bader)

- Working on a Scheduling Task Force to talk about dates and scheduling; Department Chairs, IDSs and Enrollment folks are not always on the same page with when things need to be rolling and inputting, etc.
- We were given the FTEs update from the district office and a reporting calendar update; when we have to report out our numbers, the emergency conditions, allowance and recovery plan is at the district level; that is a requirement in order to be getting funding at the emergency conditions allowance.
 - Included some very specific enrollment management guidelines and Dr. Mills is helping to coordinate those efforts with input from the colleges.
 - We were given input on a lever survey, which was an attempt by the district to survey people who had left the college during the pandemic, and they gave out a pretty simple survey that asked them.
 - Is it something we can fix? Was it based on something at the colleges or at the district? Was it policy related? And so we were given that information and was shared at the board meeting last week.
 - We also asked that it be disaggregated by ethnicity, gender, and region. So if we were looking for any patterns or anything that we could see regarding how our students were impacted by some of our things,

Guided Pathways (M. Bader)

- Guided Pathways has started a discussion about expanded schools and Career and Academic Pathways. Members of the Guided Pathways group will be visiting department meetings.

Equity (D. Hitchcock)

- Save date for 12/1 – Fall event focused on Black and African American Alumni.

PGSL (V. Harris)

- 11/17 is the deadline for submitting documents for the 12/1 meeting.

Action Items:

IX. Senate President Appointments

- None

X. **Information Item: Canvas Outcomes Assessment [Proposal](#) & [Rubric](#)**

- Tabled

Motion to move item XIII up

M/A. Gray, S/M. Hicks; Approved

XIII. Action Item: The Senate had a first read and approved the [RCCD Emergency Condition Recovery Plan](#).

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

XI. Information Item: Academic Senate is seeking a topic and presenter for the Norco College's Five to Thrive presentation at the December 13, 2022 RCCD Board of Trustees meeting.

XII. Information Item: Senate President presented [ASCCC Aligning General Education Pathway](#)

XIV. Information item: Stephanie Podein presented on [Community Mentorship Opportunities](#) with the Inland Empire Big Brothers Big Sisters Mentorship Program, launching at Norco College for our students.

XV. Meeting adjourned at 3:28 PM.