



Academic Planning Council

Business & Scheduling Meeting

May 8, 2020
8:30 – 11:00 am

Present: Mr. Peter Boelman, Mr. James Finley, Dr. Marshall Fulbright (co-chair), Dr. Alexis Gray, Mr. Kim Kamerin, Mr. John Moore, Mr. Jeff Mulari, Dr. Jason Parks (co-chair), Ms. Ana-Marie Olaerts, Mr. Bob Prior, Dr. Stanley Tyler, Dr. Tim Wallstrom, Ms. Patricia Worsham, Dr. Gail Zwart

Visiting: Mr. Farshid Mirzaei

A. Welcome

Melissa Bader welcomed everyone

B. Approval of Minutes

Motion to approve minutes April 10, 2020: Dr. Gray/P. Boelman Approved. Two abstentions.

C. Discussion on Standing Committee & Dean's Reports

1. Academic Senate- See Attached- M. Bader
2. ISPC- See Attached- M. Bader
3. District Enrollment Management-See Attached- M. Bader
4. Program Review Committee-See Attached- Dr. Gray
5. CTA- See Attached – P. Boelman
6. Deans' Report(s)- See Attached- Dr. Fulbright

D. Action Items

1. None

E. Information Items

1. Summer and Fall Planning- Dr. Lee
2. Chair Election Results
 - Re-elected faculty
 - Peter Boelman, Alexis Gray and John Moore
 - Major changes
 - Sciences- Co-Chair Stan Tyler and Co-Chair Teresa Friedrich Finnern
 - Gail Zwart retiring, Farshid Mirzaei will replace her.
 - Bob Prior retiring, Jeff Mulari and Jeff Warsinski will be co-chairs
3. Program Development/Curriculum Development Timeline- Parks
 - State Chancellor's Blanket Emergency DE Addendum
 - Accessibility plan to be done in Fall, Norco to aim for Summer

- Discussion ensued
4. Important Announcements Email- M. Bader
 - Chair of Chairs, deans to draft message to faculty regarding online instruction and accommodations
 - Accommodations for testing during finals week
 - Revised Syllabi need to be submitted
 - syllabus@norcollege.edu
 - Attendance Rosters
 5. Fall 2020 Scheduling Update- Parks/Fulbright
 - Classes being built as in person
 - Financial aid affected by classes stating Online
 - FTEs affected by Online Only vs. in person instruction
 - Vets housing stipend affected by Online only
- F. Discussion Items
1. Asynchronous vs. Synchronous Instruction & Finals Statement from APC
- G. Good of the order 9:55 am

Next Meeting
Business Meeting
September 11, 2020
8:30 – 11:00 am

Senate

DE handbook was approved Good work Michael Bobo

We need a new DE chair. The assignment has a .2000 reassign.

Discussion of the roles of Committees and Councils in the Strategic Process

Discussion on the revision to the job description of VBC Strategic Development

New position leads Strategic Planning

Institutional Assessment

Institutional Research

Institutional Effectiveness

Leads the Institutional Effectiveness and Governance Council

*Question on the funding sources for this position Allocation: General Fund 90% +

10 % grant funded but not State Allocation GF. The GF comes from indirect funds from grants.

Senate is continuing to work on the following:

Revisions to the constitution

Strategic Planning Charts and discussion

Membershipto ISPC

Ethics Statement (needs to come back again)

Please fill out the survey of effectiveness:

<https://www.surveymonkey.com/r/RDLYH2D>

Accessibility Mentors are there to help with courses and Ally percentage. You can get help with documents by emailing them to Denise Terrazas for revision to pdf and headings to make them reader happy.

DRC can also help with suggestions for student assistance.

Faculty Commencement Speaker voting going on Check your email.

CTA Faculty Associate elections via email. Check your email.

Science faculty are concerned with issues of cheating.

Laura Adams was appointed Faculty Accreditation Chair. This brings about questions of how we choose leaders.

Issues with Chem and Physics JD. Changes made to the JD after faculty had submitted it. HR included more diversity language and made a mess of it.

APC rejected the inclusion of Enrollment Management into the Chair of Chairs JD.

TLC People are stressed and want to talk about teaching online and how very hard it is.

Should there be an administrative DE director to assist in DE? Current DE says yes.

ASNC elections are being held online

Deans

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