



Minutes
Norco Academic Senate Meeting
On March 4, 2024
1:30 - 3:30 PM | CSS217 & via [Zoom](#)

Meeting called to order at 1:34 PM

1. Attendees

Officers, Senators, Alternates, and Committee Chairs & Liaisons Maria Adams, John Alpay, Hayley Ashby, Melissa Bader, Michael Bobo, Kimberly Burke Drainville, Vivian Harris, Marie Hicks, Brian Johnson, Virgil Lee, Dan Reardon, Russel, Eric, Beth, Jen, Kristi

Tenisha James, Michael Peters, Sandra Popiden, Kaneesha Tarrant, William Whalen, Michael Washington

2. Approval of Agenda

M/J. Alpay, S/M. Hicks Approved by Consensus

x

3. Approval of Meeting Minutes from [December 4, 2023](#) &

Transitions) program and share the opportunity to develop curriculum to support college transitions for neurodiverse students (autism spectrum disorder, etc.). This would be a \$1M, three-year grant with two aspects; Counseling and the development of a non-credit pathway for students with disabilities to help students on the spectrum. ([Senate #1](#)), 2, & 4

8. Information Item : [Bookstore- adoption portal training & launch, and upcoming events](#) (S. Weidner, K. Clark, M. Washington)
Barnes and Noble, the bookstore vendor presents the adoption insight portal that will be launching soon, with campus-wide training via teams on 3/6 @1pm. The training will be recorded for those who cannot attend. ([Senate #11](#))

9. Action Item: [Norco College Strategic Enrollment Management Plan](#) 1st Read (P. Worsham or designee)
The

- x The Faculty Association is preparing for elections this Spring; openings include President, Vice President, positions at every college, Secretary, and Treasurer; Nominations will be taken from March 22-April 29. Results will be announced May 1st.

13. Officer Reports

A. Secretary/Treasurer (Hayley Ashby)

- x No Report

B. Vice-President (Dan Reade)

- x No Report

C. President (Kimberly Bell)

- x The three Senate officers will be attending the ASCCC spring plenary in April. It is in San Jose, and we're looking forward to representing the college. It will be the first time that all 3 of us are able to attend and there are a number of different ASCCC sponsored events coming up, and so we'll be sending those out to see if there is anybody that is interested in attending.
- x Curriculum Institute is happening in July; If anyone is interested (succession planning) please let us know.

14. College Reports

A. Associated Students Senate Representative (Jesus Andrade Robles)

B. President (Monica Green)

- x This Friday, March 8 at 3:30 pm will be the STOKOE grand opening and we will be charting a new course of teaching and learning; would like to give thanks to Maria Adams and Sarah Burnett for their leadership and getting this project that's been going, in a successful area of ~~within~~ the community; thank you to Ashley Etchison for her leadership, without these three and the Alvord Unified School District and numerous meetings this would not be possible; All are invited!
- x Thanks to the Senate, Faculty, Administration, and Classified Professionals for their work in moving forward our five priorities for this year, enrollment growth; all are encouraged to read the Strategic Enrollment and second would be fiscal and operational efficiency; Thank you for all the work that going on efficiencies and knowledge; Third, focus of safety.
Our college invests in a number of safety trainings; we know that incidents happen on campus and we want to be prepared for them.

x

- C. Vice President of Academic Affairs (Carol Farrar)
 - x You will be getting the Monday Memo soon, but we are still in pretty good shape here in Norco. Thank you to the faculty for all their work with that; While we are definitely hitting our targets, we need to do a little bit more work on being efficient and doing so and so we thank you for any effort you can put into that area.
 - x I would like to draw your attention to an email that went out recently. That was forwarded from the bookstore on my behalf.
 - x I do wish to stress along with the Senate Vice President about the elections with a nod to our CA reps in the room; contractually, it's really really important, especially for my office for those elections, as those for department chairs, to happen in April. It is called out in the contract as an April activity. But it's really important that the Vice President's office and your deans understand who your department chairs are based on your April elections information for the stipends needs to be forwarded from our office to the district.

D. Vice President of Planning and Development (Tenisha James)

- x There is a work group that started meeting in January to start working the process of how we're going to facilitate the rewriting and revising of both our Governance Manual and our 5 Year Plan. That's the BMG is in both with the 5 Year Governance Plan there will be some information coming to the Senate about an orientation retreat.
- x We are moving into a new cycle of accreditation; So this spring in April we will be hosting a training workshop; As we move into a new cycle we have new standards that we have in 2024; We just successfully submitted our midterm report all of you heard about that in the fall term; We will be doing a training workshop on site here on site with a liaison from ACCJC; The team will be working to put together an invite list of all of those will be involved in the writing and facilitating of our new cycle, that process will begin in this in the spring; ACCJC will be hosting their first person conference since the pandemic, in Orange County which the accreditation team will be attending which includes myself, Dashby, Cherise Allingham, Desiree Wagner
- x Shout out and thank you to all the faculty who attended our CAP hour retreat that we held the day before flex.
- x Lilia Garcia is the contact for logistical resource CAP events.

15. [Standing Committees & Liaisons Reports](#)

- A. Academic Senate Standing Committees: APC, Assessment, CMAC, Curriculum, DE,