Norco Academic Senate Minutes
October 5, 2009
1:30-3:30 IT 218

I. Call to Order: Meeting called to order at 1:30pm by Sharon Crasnow.

II. Attendees: Sharon Crasnow, Celia Brockenbrough, Dominique Hitchcock, Karin Skiba, Margarita Shirinian, Cathy Brotherton, Carol Farrar, Mark Lewis, Bob Prior, Jim Thomas, Dorothy Reina, Lyn Greene, Khalil Andacheh, Peggy Campo, Brittany Halstead (Student-ASNC)

Guests: Dr. Loewenstein

III. Approval of Agenda: Karin Skiba moved to approve and Cathy Brotherton seconded. Agenda approved.

IV. Approval of Minutes: Carol Farrar moved to approve the minutes for May 21, 2009 as amended and Lyn Greene seconded. Minutes approved with revision to Item VII A. One abstention from Peggy Campo.

V. Officer & Liaison Report
A. President (Sharon Crasnow)
   • Sharon shared an update on the number of students the maximum 16 unit limit may impact. Sharon indicated that the majority of students affected by the lower maximum unit amount are much lower than originally thought. The majority of students are in special programs.
   • Next week all three Senate presidents will meet with the Chancellor.
   • Sharon has not received any suggestions concerning the policy for faculty retreat rights. She is still interested in hearing your comments to help put this policy together. The APC has requested that the senate ask for a list of administrator’s FSA’s.

B. Vice President/Strategic Planning (Carol Farrar)
   • The Strategic Planning Sub-Committees meeting is Thursday. This is the first meeting that the groups do not have the self-study to work on. Check the academic senate website to see which committee you are assigned to.

C. Secretary/Treasurer (Mark Lewis)
   • The Senate does have a small budget and it looks like there are enough funds to send members to some of the conferences.

D. Student Liaison (Brittany Halstead)
   • The ASNC is having a fund raiser for Daniel Vega on Oct 12-16.
   • October 30 is the annual Harvest Festival. Last year the event had approximately 2,800 participants and 6,000 pounds of candy.
   • The ASNC has increased the fee for outside vendors from $50 to $200.

E. RCCDFA/CCA/CTA/NEA (Dorothy Reina)
   • CTA is focusing on contract negotiations. Dorothy would like to hear any comments or concerns.
   • CCA conference this week-end in Santa Clara.
VI. Old Business
A. Program Approval Process (CurricUNET)
   - The revised program approval process (CurricUNET based) has been approved by Riverside. This will make the approval process more efficient. The new process should be running in CurricUNET within a month. Peggy Campo moved to approve the revised process and Carol Farrar seconded. Motion was unanimously approved.

VII. Committee Reports
A. Student Success Committee – (Koji Uesugi)
   - Koji discussed the Norco Student Equity Plan. Each college must have its own plan. The report will go to the Board of Trustees in January 2010. Norco’s report is due December 18 to the district office. It is scheduled to receive Academic Senate approval on December 7. You will receive an electronic version prior to the December 7 meeting in order to have time to review it. The student equity team will implement the suggestions in the plan during the spring semester.

B. Curriculum Committee (Dina Humble)
   - No Report

C. Academic Planning Council
   - The committee had an additional meeting on Friday, October 2 to rank the faculty hiring requests. The final approved list will go to the Co-Chair council meeting on October 13 and then to the NSPC meeting on October 22.
   - The district APC retreat is October 9 at the Culinary Academy.
   - The Administrative Planning Council will meet tomorrow to prioritize the classified positions. There are two faculty members on this committee.

D. Budget
   - Peter Boelman is the Academic Senate representative for the budget committees and submitted a written report because he is unable to attend at this time.
   - There is a reduction in state funding for specific categorical programs of $3.6 million. However, there will be some stimulus funds to help back fill this reduction.
   - There will also be an increase in the employer contributions for STRS & PERS.
   - The DBAC meets twice per month.
   - Currently investigating grants for funding.

E. Program Review and Assessment
   - No report

F. PG & SL (District)
   - No report

G. Academic Standards (District)
   - Need to change/clarify the by-laws to include part time faculty on the committees.

H. Part-time Faculty
• The committee will review the make-up of general education courses. They will
decide what the standards are for general education courses. It was noted that this
line should appear as “Associate Faculty” both on the agenda and the minutes.

VIII. New Business
A. Name Change for SPE
   • District discipline has met and approved the name change from Speech
     Communication to Communication Studies (COM).
   • This is a district wide change that would take effect in Fall 2010.
   • Cathy Brotherton moved to approve the name change and Karin Skiba seconded.
     Name change approved.

B. Revision to By-laws (District Standing Committees)
   • A revision must be in writing prior to being voted on.
   • Lyn Greene moved to approve the change to the process of identifying the Faculty
     Lecturer and Peggy Campo seconded. Motion was tabled.
   • A motion was made by Karin Skiba to allow the President of the Norco Academic
     Senate to have the power to appoint Associate Faculty members to committees.
     The motion was seconded by Mark Lewis. Motion unanimously approved.
   • It is important that the Associate Faculty member is aware that this appointment is
     voluntary.

C. Senate Institutes Attendance
   • Sharon Crasnow plans to attend the Fall Plenary Session in November.
   • One member can attend the Faculty Leadership Institute in June.
   • One member can attend the Equity and Diversity Institute in February.

D. Faculty Commencement Speaker
   • Motion by Carol Farrar indicating that when the Distinguished Faculty Lecturer is
     from Norco, that individual will also be the Norco Commencement Speaker.
     Sharon Crasnow seconded the motion. Motion unanimously approved.

E. Norco Faculty Lecturer?
   • Moved to the next meeting.

IX. Open Hearing
   • Reminder that tomorrow night is the Board Committee meeting where the
     secondary effects project will be presented. Please plan to attend and support
     Norco. Riverside Campus at 6:30pm.

X. Adjournment – 3:35pm