Norco Academic Senate Minutes
November 2, 2009
1:30-3:30 ST 107

I. Call to Order: Meeting called to order at 1:35pm by Sharon Crasnow.

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

Guests: Diane Dieckmeyer, Mark DeAsis, Jimmie Hill, Gaither Loewenstein

III. Approval of Agenda: Lyn Greene moved to approve the agenda and Jim Thomas seconded. Agenda approved.

IV. Approval of Minutes: Karin Skiba moved to approve the minutes for October 19, 2009 and Lyn Greene seconded. Changes include deleting the double listing of Margarita Shirinian and Peter Boelman under Attendees and correcting Jim Thomas’ name under Old Business. The minutes, as amended, were unanimously approved.

V. Old Business
A. Limitations on Units (Mark DeAsis)
   • Both Moreno Valley and Riverside have voted to return to the 18 unit limit. With two approvals within the district the 18 unit limit applies to all three campuses.
   • Mark DeAsis explained that there were 84 students seeking overload. This is not a significant number, but the change must be made at the A&R counter. The students do not have any on-line access to do this.
   • Jimmie Hill indicated that the students did need to wait quite a long time to see a counselor. He also said that he has been seeing more students that want to take more units. These are higher achieving students.
   • Jimmie Hill also indicated that he feels 16 units would be more equitable for all students.
   • Bob Prior will work on a resolution that will be distributed for review. The resolution will indicate that 16 units will be the limit until classes open then 18 units will be allowed, without authorization.

VI. Officer & Liaison Reports
A. President
   • Sharon congratulated everyone on the great job they did for accreditation.
   • Last week-end was the Area D meeting. This meeting was to share information and to go over new resolutions. Sharon sent everyone the link to the resolutions. Please send her any comments or concerns.
   • Sharon asked everyone to please respond to the Service Learning Survey that Dr. Dieckmeyer e-mailed today.
   • The Common Curriculum handout is presented for information only and is not scheduled for a resolution.
• Sharon indicated that the handout of Resolution 1014 from the Riverside City Academic Senate is information on what that senate is doing regarding budget cuts.
• The committee discussed the writing of a resolution regarding what role the disciplines play in retreat rights. There was an ad hoc committee formed with Bob Prior and Carol Farrar. Anyone else that is interested please contact them directly.

B. Vice President/Strategic Planning
• Carol Farrar reported that the Secondary Effects project was approved by the Board of Trustees.
• She also indicated that the Norco Strategic Planning Committee approved all the priority hiring lists, as revised by the Strategic Planning Co-Chair Council.

C. Secretary/Treasurer
• Funds are currently being utilized to send Sharon Crasnow to the Fall Plenary Session.
• Chancellor Gray is working on locating funds for the Spring Plenary Session.

D. Student Liaison (Brittany Halstead)
• Brittany reported on the Harvest Festival. There were 535 children and 525 adults that attended, making a total of 1,100 people. They gave away 1,950 pounds of candy or approximately 1 ton. The Anthropology Club supplied 1,250 pounds or 55,000 pieces.
• There will be a Veterans' Day Celebration on November 11 from 1:00-3:00 on the student services patio.
• Online elections will be held the end of November for a new student trustee to replace the previous one that was disqualified for not being enrolled in the required number of classes.

E. RCCDFA/CCA/CTA/NEA
• The negotiating team is requesting that you e-mail them any issues that you would like to have addressed. They will be meeting again on Thursday.
• Dorothy Reina indicated that the CCA is sponsoring a bill to secure health benefits for part-time faculty.

VII. New Business
A. Desktop Publishing Certificate Program
• Cathy Brotherton explained that this certificate is being revised to include the new topics being taught and to reflect the unit changes from 12 to 18. There have been art classes added to the certificate.
• The committee requested a change to SLO #7. It should include the wording “for printed media and advertising”.
• Dina Humble moved to accept the Desktop Publishing revisions, as amended. Jim Thomas seconded the motion. Motion was unanimously approved.
B. Accuplacer

- Diane Dieckmeyer explained that the Matriculation budget has been cut 65% state wide. This is affecting the funding for Accuplacer at RCCD. There will not be any state funds for tests beginning Fall 2010. Daniel Martinez from Institutional Research has been asked to meet with all the disciplines and discuss how assessment will be handled in the future.

- Motion by Lyn Greene that the Academic Senate would like to urge Dr. Davis (Executive Cabinet) to pursue funds to continue utilizing Accuplacer, while Daniel Martinez meets with the disciplines and looks for an alternative method to provide assessment. Cathy Brotherton seconded the motion. The motion was unanimously approved.

C. Help with Grading Question

- Dr. Dieckmeyer asked the Senate what qualifications a person should have if an instructor is asking them to help with their grading. The Senate decided to send this question to the Academic Standards committee to address.

D. Budget Issues and the Senate

- Sharon Crasnow discussed the possibility of having a Norco Budget and Finance Committee for the Norco Academic Senate. After some discussion the Senate agreed that there are sufficient standing committees in place to assure that budget issues are properly addressed. However, the committees should report back to the senate so that the senate continues to be informed about the budget and its effect on academic issues.

E. Professor Emeritus – Dasiea Cavers-Huff

- Will be addressed at the next meeting.

VIII. Committee Reports

A. Curriculum Committee

- Dina Humble reported that the committee is continuing to approve curriculum and they adopted the new Communication Discipline at the last meeting.

- Dina Humble indicated that any new courses that you may want to have included in next year’s catalog need to be submitted to Tech Review by December 3.

B. Academic Planning Council

- The APC had an emergency meeting to discuss the future of the ECE Center. The committee supports the closing of the center on June 30. The APC stipulated that should funding become available they would like the center to remain open. They also included a request to reopen the center, at a later date, if possible.

C. Academic Standards (District)

- Mark Lewis indicated that the committee discussed equivalencies. There was a presentation from Riverside. The committee asked the presenter for more information.
• The committee is also looking at Ares of Emphasis and how new courses are added.

D. Program Review and Assessment Committee
• The committee looked at Norco and Riverside’s Student Services Program Reviews. They had a minimal number of comments.
• At the next meeting they will be doing a comprehensive review.

IX. Open Hearing
• No comments.

X. Adjournment – 3:35pm