Norco Academic Senate Minutes
March 1, 2010
1:30-3:30 IT 122

I. Call to Order: No quorum for the first 20 minutes during informal presentation of information by Dimitrios Synodinos. Meeting called to order at 2:06 pm, when quorum was present, by Sharon Crasnow.

II. Attendees: Sharon Crasnow, Lyn Greene, Peggy Campo, Karin Skiba, Bob Prior, Cathy Brotherton, Mark Lewis, Khalil Andacheh, Dina Humble, Mike Cluff, Margarita Shirinian, Redford Cruz (Student – ASNC)

Guest: Dr. Dieckmeyer, Dean of Instruction, Dimitrios Synodinos, Student Activities Coordinator

III. Visitor’s report: Dimitrios described the work that he has been doing with the information booth set up during the first week of class to help students find open classes. Dimitrios mentioned that there are four kinds of students looking for classes that he deals with during the information booth:

- JFK students looking for classes. Dimitrios mentioned that these students require special conditions for registration and they are sent directly to see admissions.
- Students who “need” units to qualify as full time students (for insurance purposes, etc.). Here he “places bodies in classes”. Usually the humanities and social sciences are the classes that have seats available and help the students fulfill graduation requirements. Approximately 50% of those students are already enrolled in 6-12 units whereas the other half are enrolled in 0-6 units.
- Students who could not enroll due to Webadvisor problems. He mentioned that during the peak periods of enrollment Webadvisor can crash up to two-times per hour.
- Students who were dropped for non-payment. Fortunately this semester he encountered less than last semester when the enforcement of dropping for non-payment began.

Of the 261 students who visited the information booth, approximately 220 were placed in classes that fulfilled graduation pre-requisites.

Senators asked Dimitrios whether he thought it would make more classes available to students if there were a 16-unit limit. He expressed the opinion that most students that he saw who were needing classes were not even looking for 16 units, but 12 and so this change would not affect these students.

IV. Approval of Agenda (delayed until a quorum was present): Karin Skiba moved to approve the agenda and Lyn Greene seconded. Agenda unanimously approved.
V. Approval of Minutes: Cathy Brotherton moved to approve the minutes for February 22, 2010 and Karin Skiba seconded. The minutes were unanimously approved.

VI. Officer & Liaison Reports
   A. President (Sharon Crasnow)
      • We are officially recognized as Norco College
      • The Board has voted to change the way Board Committee meetings are conducted and to add an additional Board Committee (Facilities). There will be two Board meetings a month with the first board meeting of the month including committee meetings. A 5<sup>th</sup> committee has been formed - the Facilities committee. This committee as well as the Resources committee needs a faculty member to attend the meetings as a senate representative. Carol will attend a meeting this Thursday to discuss whether all 3 colleges will have a committee faculty member or just 1 faculty member representing all 3 colleges. Sharon stated her opinion that she thought it wise to have one faculty member from each college, therefore she sent out a plea to see who in each department will step forward to attend these meetings. Sharon wants every senator to bring at least one name of a faculty member willing to serve on these committees by the March 15<sup>th</sup> meeting. Board committee meetings are held the first Tuesday of every month from 6-8 pm.
      • Met with Dr. Davis. Established a time table for addressing Accreditation issues.

   B. Vice President/Strategic Planning (Carol Farrar)
      • Due to a schedule conflict with the Honors Program, no report.

   C. Secretary/Treasurer (Mark Lewis)
      • No report.

   D. Student Liaison (Redford Cruz)
      • Correction: Distribution of 1,000 SmartThink flyers (not 100).
      • Women’s History Month planned for April.
      • Associated Students Senate passed a motion to support the Norco College Choir’s fundraising efforts for their Summer 2010 trip to South Africa.
      • Club Rush is this week; includes a BBQ fundraiser for the choir.

   E. RCCDFA/CCA/CTA/NEA (Mike Cluff)
      • Golden Handshake update will follow meeting with the District.
      • Negotiations on new contract are in process. Report on proceedings expected in 2-3 weeks.
      • M. Cluff informed the Senate that they can expect his future reports at 3:00 p.m., on a regular basis as a supplement to those by CTA rep., Dorothy Reina.
      • Adjunct rehire contingent on Assessment participation – nothing to report at this time, but it is in process.

VII. Old Business
   A. Questions about the proposal to remove Assessment from the Annual Review Document
      • Does it makes sense to separate? Should they remain together?
• What are Strategic Planning needs?
• Sheryl Tschetter would address; however absent due to illness.

2. Senate Goals for 2010
• Reviewed a draft of four goals submitted by S. Crasnow.
• “First Reading” delayed until next meeting.
• The purpose of having goals was clarified as a tool for assessment.
• Discussion on goal #3 (“Work on district committee structure to make changes that appropriately reflect the independent colleges.”) led to consideration of rewording: “Review local and district committee structure to determine if changes are needed.”
  o D. Humble notes that all committee structure remains the same and is decided at district level
  o S. Crasnow clarifies in reply to B. Prior inquiry: District Senate agenda is fed by issues driven by local college senates; current practice is consensus and defaults to 2-1 decision if need be.

VIII. New Business
A. Information Items (Dr. Dieckmeyer, Dean of Instruction)
  1. FIT/Fire Technology class – taught at JFK, administrated through Moreno Valley, listed in Norco class schedule. Consensus by discussion that these classes should be moved out of the Norco class schedule.
    • Issue of TOP code raised
    • Issue of oversight raised.
    • Office of Instruction (Norco) has been involved in past; currently all arrangements are made between JFK/NCUSD and Ben Clark.
    • Current Norco support/agreement
      o Issue of Associate Faculty mail access: currently boxes housed in Norco mail room.
      o Faculty have printer access; billed to Ben Clark.
  2. Community Ed
    • Issue of what will be in the catalog?
    • Will this remain a district program meeting local community needs, or…?
B. IGETC issue of pending state legislation discussed.

IX. Committee Reports – No reports.

X. Open Hearing
• M. Cluff announced that Norco is in need of representation for Board Committees (see above in President’s report)
• M. Cluff announced that he has been asked to write a poem for commencement.

X. Adjournment – D. Humble moved to adjourn. Adjourned 3:30pm.