Classified Senate Draft Proposal for Phase I of the Institutional Reorganization

This is a proposal by classified staff at Norco College for the first phase of the reorganization. Upon approval from the classified body, the Classified Senate will submit the proposal to college administration to dialogue and implement the classified staff position as part of shared governance.

**Foundation** — These permanent changes are needed in order to serve our current students and provide a foundation to build upon as the institution grows. In order to improve student access, success, and equity, students need support and services in vital areas such as Financial Aid, Admissions & Records, Learning Resources and Student Life. The position of classified staff is that the foundation needs to be addressed before new positions can be added.

**PT to FT**
- Administrative Assistant III in Student Life
- Customer Service Clerks (2) in Student Financial Services
- Learning Center Clerks* (3) in Learning Resource Center
- A&R Operations Assistant in Admissions & Records

**Reclassification**
- Student Financial Services Analyst to Lead Student Financial Services Analyst in Student Financial Services *(being paid differential)*
- College Receptionists (2) to Customer Service Clerks
- Learning Center Assistants (3) to Learning Center Clerks in Learning Resource Center
- Learning Center Assistant to Enrollment Services Assistant in Enrollment & Testing Services *(being paid differential)*
- Tutorial Services Technician to Tutorial Services Coordinator in Learning Resource Center *(no change in grade)*
- Counseling Clerk III to Counseling & Instructional Department Specialist in Counseling *(being paid differential; reclassification part of PDQs)*
- Administrative Assistant II to III for Dean of Special Funded Programs *(reclassification began but put on hold due to PDQs)*
- Grants Administrative Specialist to Educational Advisor in High School Programs & CREST *(being paid differential)*
- Outreach Recruitment Services Specialist to Educational Advisor in High School Programs & CREST *(being paid differential)*
- Medical Office Receptionist to Medical Administrative Assistant in Health Services

**New Positions** — In order to support the Guided Pathways and move to four Schools, classified staff have determined that support is needed immediately to support the four Schools, Transfer Center, and Student Employment (which supplies student workers all across campus and provides student jobs keeping students on campus) to help students succeed, complete, and move through the paths.

**Phase I – Needed Immediately by July 1st for Reorganization**
- Instructional Department Specialists (2)
- Counseling Clerk in Transfer Center
- Customer Service Clerk in Student Employment
- Administrative Assistant III for Dean of Instruction
- Director for DRC

**Interim Positions**
- Chief Development Officer in the Office of the President – grant funded position for 1 year and will require new grants to continue funding each year. This position needs to raise funds on a 4-1 earning ratio that will resource general fund positions for the college in order to be considered for growth.
This is a PHASE I DRAFT Proposal by the Norco College Classified Senate.
# Academic Affairs
**Samuel Lee**, Interim Vice President
**Ana Molina**, Administrative Assistant IV
**Nicole Brown**, Instructional Programs Support Coordinator

## Library & Learning Resources
- **Damon Nance**, Dean
- **Sabrina Sepulveda**, Admin Assistant III

## School of Social & Behavioral Studies & School of Arts & Humanities
- **Marshall Fulbright**, Dean of Instruction
- **Vacant**, Admin Assistant III

## School of STEM & School of Business & Management
- **Jason Parks**, Dean of Instruction & Title III STEM Grant Director
- **Eliana McDonald**, Admin Assistant III

## Institutional Effectiveness
- **Greg Aycock**, Dean
- **Debra Karren**, Admin Assistant III

## Library
- **Miguel Castro**, Library Tech Assistant II
- **Christopher Paole**, Library Tech Assistant II
- **Celia Brockenbrough**, Librarian
- **Vivian Harris**, Librarian

## Learning Resource Center
- **Alberto Jimenez**, Director
- **Christina Fiore-Niikihak**, Admin Assist II (PT)
- **Arezo Marashi**, Supplemental Instruction Coordinator
- **Daren Koch**, Tutorial Services Coordinator (Reclass)
- **Cristina Rubio**, Learning Center Clerk (PT to FT/Reclass)
- **Rosario Jimenez**, Learning Center Clerk (PT to FT/Reclass)
- **Sydney Minter**, Learning Center Clerk (PT to FT/Reclass)
- **Marianne Stefanous**, Tutorial Services Clerk

## Education Resources/PDC
- **Leonard Riley**, Instructional Technology Specialist

## Instructional Media Center
- **Daniel Lambros**, Instructional Media/Broadcast Technician
- **Salvador Herrera**, Instructional Media Assistant

## Multimedia
- **Ruth Leal**, Instructional Production Specialist

## Department of Social & Behavioral Sciences
- **Early Childhood Education, Economics, History, Sociology**
- **Peter Beltran**, Chair
- **Maria Adams EAR**
- **Sarah Burnett EAR**
- **Peter Beltran ECO**
- **Stephanie Kyrillos HIS**
- **Timothy Russell HIS**
- **Janet Hill SOC**
- **Khalil Andachtch SOC**

## Early Childhood Development Center
- **Administration of Justice, Anthropology, Political Science, Psychology**
- **Alexis Gray**, Chair
- **Sigrid Williams ADJ**
- **Alexis Gray ANT**
- **Courtney Buchanan ANT**
- **Sandra Papolten POL**
- **Kara Zimakib Psys**
- **Laura Adams Psys**

## Guidance (Instructional)
- **John Moore**, Chair
- **Erin Sparbeck GIS**
- **Kimberly Bell GIS**
- **Amy Kramer GIS**
- **David Payton GIS**
- **Jeshua Midgert GIS**
- **John Moore GIS**
- **LaDeyn Domiguez GIS**
- **Lisa Martin GIS**
- **Maria Jurado GIS**
- **Marissa Iquimpes GIS**
- **Nicholas France GIS**

## Department of Arts & Humanities & World Languages
- **Art, French, Humanities, Japanese, Philosophy, Photography, Spanish**
- **Quinton Beimer**, Chair
- **Megan Lindeman ART**
- **Quinton Beimer ART**
- **Michael Boka HUM**
- **Jose Sentmonat PHI**
- **Aracel Covarrubias SPA**
- **Dominique Hitchcock SPA**
- **Dance, Music, Music Industry Studies, Theater**
- **Kim Kamerin**, Chair
- Faculty: **Kim Kamerin MUS**
- **Brady Kerr MIS** (lead Title V Music Industries)
- **Walter Stevens**, THE

## Department of Science & Kinesiology
- **Anatomy & Physiology, Biology, Chemistry, Geography, Health Science, Kinesiology, Microbiology, Physical Science, Physics**
- **Phu Tran**, Chair
- **Charles Sternburg AMY**
- **Peggy Campos AMY**
- **Barbara Moore BIO**
- **Monica Gutierrez BIO**
- **Teresa Friedich Finance BIO**
- **Jody Tyler CHE**
- **Stanley Tyler CHE**
- **Virgil Lee CHE**
- **Starlene Justice GEG**
- **Timothy Wallstrom NES**
- **Beverly Wimer KIN**
- **Suzanne Witmer KIN**
- **Phu Tran PHY**
- **Gary Trubeta**, Lab Tech II
- **Jeffrey Julius**, Lab Tech II
- **Raquel Bryant**, Lab Tech II
- **Polly Johnson**, Lab Tech II

## Department of Business, Engineering, & Information Technology
- **School of STEM**
- **Mathematics**
  - **Robert Prior** & **Jeffrey Mulari**, Co-Chairs
  - **Andy Robles MAT**
  - **Brian Johnson MAT**
  - **Elsa Chung MAT**
  - **Janet Frewing MAT**
  - **Jeffrey Mulan MAT**
  - **Jeffrey Warsinski MAT**
  - **Joseph DeGuzman MAT**
  - **Michael Curtis MAT**
  - **Robert Prior MAT**
  - **Stephen Park MAT**

## Department of Computer Science, Game Development, Geographic Information Systems
- **Gail Zwart, Chair**
- **Jody Tyler CHE**
- **Jody Tyler CHE**
- **Vira Lee CHE**
- **Starlene Justice GEG**
- **Timothy Wallstrom NES**
- **Beverly Wimer KIN**
- **Suzanne Witmer KIN**
- **Phu Tran PHY**
- **Gary Trubeta**, Lab Tech II
- **Jeffrey Julius**, Lab Tech II
- **Raquel Bryant**, Lab Tech II
- **Polly Johnson**, Lab Tech II

## Department of Social Science, Anthropology, Psychology
- **Kim Kamerin MUS**
- **Dominique Hitchcock SPA**
- **Alexis Gray**, Chair

## Department of Business Affairs
- **Accounting, Business Administration, Business Marketing, Management, Real Estate Management, Work Experience**
- **Patty Worsham**, Chair
- **Patrick Worsham ACC**
- **Gail Zwart BUS**
- **Rev Beck BUS**
- **Thomas Wagner BUS**

## Department of Instructional Support
- **Caitlin Welch**, Institutional Research Specialist

## Department of STEM
- **Elaina McDonald, Admin Assistant III

## School of Business & Management
- **Vacant, Instructional Department Specialist**

## Community Partnerships & Workforce Development
- **Debra Mustain**, Dean
- **Rachel Rodriguez**, Grants Admin Specialist

## Accelerated Career Education (ACE)
- **TBD, Project Coordinator TAAACCT Grant**
- **Sylvia Livington**, Employment Placement Coordinator
- **Derek Sy**, Recruitment Specialist
- **Azadeh Isgilas**, Student Success Coach
- **Ruth Jones**, Student Success Coach

## Apprenticeship Program
- **Charles Henkels**, Director

## Strong Workforce Marketing
- **Ashley Etchison**, Director – Inland Empire
- **Desiree Wagoner**, Grants Administrative Specialist

## National Center for Supply Chain Automation & Grants Administration
- **Colleen Moko**, Associate Dean
- **Desiree Wagner**, Grants Admin Specialist

## STEM Title III Grant
- **Patricia Gill**, STEM Services Developer
- **TBD, Grants Admin Specialist
- **Kasey Boyer**, Outreach Specialist
- **TBD, Student Success Coach, STEM**

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**Last Update: 4/5/18**

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**Next Phase**
- **TBA, Director Inmate Education**