



## Norco College Classified Senate Minutes

Date 7/9/18

Time: 1:00 p.m.

CSS 217

Senate Attendees: Ruth Leal (Vice President), Angel Lizardi (Secretary), Leona Crawford (Representative-Accreditation S3/Past President), Patricia Gill (Representative-Accreditation S4), Caitlin Welch (Representative-Grants), Lenny Riley (Representative-Technology), Lilia Garcia (Representative-SSPC), Chris Poole (Representative-ISPC), Patti Brusca (Representative-Accreditation S1), Bernice Delgado (Representative-Legacy), Andy Aldasoro (Representative-CSEA),

Senate Members Absent: Natalie Aceves (Senate Representative) Nicole Brown (Representative-Accreditation S2), Monica Huizar (Senate Representative), Trae Bell (Representative-CSEA), Dan Lambros (Representative-BFPC), Justin Czerniak (Representative-Safety)

Guests: Marshall Fulbright, Daren Koch, Albert Jimenez, Sydney Minter, Crystal Voss, Derek Sy, Arezoo Marashi, Elaina McDonald, Anthony Becerra

- I. Call to Order - The meeting was called to order at 1:05 pm.
- II. Approval of the 6.11.18 Minutes with addition.
  - a. Add to Accreditation S3 report: ACCJC stated that although the colleges might meet standards, the district can still affect the colleges. Patti Brusca motioned/Bernice Delgado seconded. Approved.
- III. New Business
  - a. Norco College Draft Mission Statements & Strategic Vision - College is working on a new mission/vision statement. The Classified Senate would like more input from classified professionals through the Senate on what the mission statement is prior to approval. 4 separate statements were reviewed. Discussion included how the Senate should facilitate the discussion with staff. Suggestions included possibly sending out a survey to all classified professionals to obtain suggestions via editing the statements. Members felt the best time for input was now and that a potential forum may need to be called depending on the feedback received. Concern regarding the college bodies waiting for feedback. The Classified Senate is part of the shared governance flow-chart; this action will go through this body prior to final approval. Question on the college logo survey. Request by Representative Delgado to have the survey sent to the Senate. The Marketing Committee is working collecting survey input.
  - b. Supplemental Instruction Presentation – SI Coordinator Arezoo Marashi gave a presentation on the SI Program and how it has improved student academics on the campus. Caitlin Welch assisted with data results showing student success.
  - c. Senate Retreat – It was discussed that the Senate should have a Senate Retreat due to there is more business discussion that exceeds on hour. It was decided to have a one-day retreat. Member Patricia Gill stepped up to volunteer to coordinate the retreat.

#### IV. Old Business

#### STATEMENT OF PURPOSE

The Norco College Classified Senate acts as a collective voice that provides recommendations in the college's strategic planning process and actively contributes to the growth and success of the college's mission.

- a. Space Planning Update – Member Andy Aldasoro reported that Tangram is drawing up the room diagrams for many of the location changes and that they are waiting for the drawings. He noted that they are still waiting on the lease for the Norco Business Park. It is still in process and working conditions are still negotiable if the move causes a working condition. Those moving have already been notified. There are a lot of moving parts. Moves are final, though. Question as to whether there was a master document that shows what the potential moves are. The Senate requested a final document that shows the potential moves. Andy will connect with Javier, Interim Facilities Director to obtain the document and send it to the Senate members.
- b. Senate Sub-Committees Update – The sub-committees are as follows: Election Committee, Social Committee, Staffing Plan, Senate Retreat, and Classified Professional of the Year. These subcommittees have invited potential members to a meeting directly following the Senate meeting today. More reports will be provided at the Retreat and next month’s meeting.

V. Committee Reports

- a. Accreditation S1 – Patti Brusca – No Report
- b. Accreditation S2 – Nicole Brown- The committee co-chairs are working on drafting the draft.
- c. Accreditation S3 – Leona Crawford – No Report.
- d. Accreditation S4 – Patricia Gill – No Report.
- e. ISPC – Chris Poole – No Report.
- f. SSPC – Lilia Garcia – No Report.
- g. BFPC – Dan Lambros
- h. Legacy – Bernice Delgado – The committee presented to ISPC to change the committee name. It is now the Diversity, Equity, and Inclusion Committee. It is aligned with the district’s Equity Council.
- i. Safety – Justin Czerniak
- j. Grants – Caitlin Welch – No Report.
- k. Technology – Lenny Riley – Encouraged classified professionals to take the annual Technology Survey. Feedback is used for technology related decisions for the college.

VI. CSEA Report – Andy Aldasoro/Trae Bell – The College can move your work location as long as it does not affect your working conditions. If it affects your working conditions, then that needs to be brought forward. Send your concerns to Andy.

VII. Open Forum – Member Chris Poole mentioned the Zero Cost Textbook program. Questions or additional information should be directed to Damon Nance.

VIII. Adjournment – Caitlin Welch motioned/Patricia Gill seconded. Adjourned at 2:05 pm.

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