RIO HONDO COLLEGE ACADEMIC SENATE
MINUTES
September 16, 2008
Board Room
1:00 p.m.

Present: Lupe Alvarado, Robert Bethel, Ada Brown, Marie Eckstrom, Jennifer Fernandez, Theresa Freije, Rebecca Green, Dale Harvey, Mike Javanmard, Doreen Kaller, Barbara Keith, Matt Koutroulis, David Lindy, Juana Mora, Catherine Page, Vann Priest, Beverly Reilly, Lisette Rhi, Barbara Salazar, Kendra Seiler, Jody Senk, Lorraine Sfeir, Shelly Spencer, Gisela Spieler, Julius Thomas, Bianca Urquidi, John Whitford

Absent: Frank Accardo, Robin Babou, John Frala, Mark Littrell, Gil Puga,

Guests: Brian Brutlag, Jim Newman

I. Call to Order

President Reilly called the meeting to order at 1:03 p.m.

II. Approval of the Minutes

The minutes of the September 2, 2008 meeting were unanimously approved.

III. President's Report

Faculty Orientations and Training

- Newly hired full-time faculty are attending orientations each Friday delivered by the various departments on campus. These weekly meetings are organized by Human Resources. New faculty will also attend a luncheon at Swiss Park Inn.
- One senator expressed concern about the term "mandatory" with respect to the National Incident Management System (NIMS) and Standardized Emergency Management System (SEMS) training that the District is asking the faculty to complete. The Rio Hondo College Faculty Association (RHCFA) is attempting to resolve this issue.

Statewide Academic Senate

- The Senate received a letter from the State Senate office that lists the publications, resolutions, awards, institutes, and meetings. The State Academic Senate Fall Plenary Session Theme is "Celebrating Participatory Governance: 20 Years after AB1725." President Reilly suggests that "participatory governance" is a confusing term, as the Statewide Academic Senate always uses the term "shared governance." All Senators will receive a copy of this letter that includes the above-mentioned list via campus mail.

Online Class Load

- A question of maximum class size for online courses has been brought to the Senate for consideration. Some online instructors feel that a class maximum of 45 may not foster quality instruction because of the highly individualized nature and extraordinary time requirement for instructors of teaching in the online format. President Reilly called for a committee to investigate this concern.

Faculty Office Hours

- A Senator asked if the time required to answer students via e-mail might be considered a portion of faculty office hours. Another Senator asked if we might hold office hours online. President Reilly will clarify this issue with the Rio Hondo College Faculty Association.

IV. Old Business

A. Update on Senate Visit

- The earliest date for the State Senate visit to discuss shared governance/participatory governance is Monday, December 8, 2008. President Martinez has been informed of this date and a time will be set. Although December 8th is the first day of finals, there is a window of time during which no finals are scheduled, and we hope to schedule the meeting during that time.

B. Faculty Hiring Board Policy

- Vann Priest reports that no meetings or actions have occurred in this regard since last spring.

C. Planning Fiscal Council Update

- The issue concerning the College President's participation in PFC remains to be resolved. The role of the PFC is to recommend to the College President; therefore, if the President is a member of the PFC which operates by consensus, then the presence of the President may have an inhibiting effect on the body. The Senate does not agree with the presence the College President on PFC.

V. New Business

A. Basic Skills Update

- At the PFC meeting of September 26, 2008 the Basic Skills Initiative Assistant Dean position was discussed. Two subcommittees had been formed to flesh out the job description and the duties/responsibilities.

B. Assistant Dean Position

- A preliminary job description went to the Board of Trustees in closed session as an information-only item at the September 10, 2008 meeting, but no response has been issued. The Senate is concerned about the specific wording "control over" that may be in the job description.

VI. Committee Reports

A. Academic Rank

- Gisela Spieler will head the Academic Rank committee, with Robert Bethel, Shelly Spencer, and Lupe Alvarado, Matt Koutroulis, and Barbara Salazar assisting.

B. Bookstore

- There are three bookstore subcommittees: Book Loan, Book Buy Back, and Bookstore Operations. The bookstore has indicated that the publishers are not enthusiastic about the book loan project.

C. Curriculum

- No report.

D. FLEX

- No report.

E. MIS

- No report.

F. SLOs

- Matt Koutroulis reports that the SLO committee meets the second Thursday of each month. There was no meeting this September.

G. Virtual College

- Jim Newman reports that there is a need for a master calendar of committees and meeting times, as it is very difficult to know when to schedule events to avoid as much conflict as possible. Mike Javanmard volunteered to create the Committee Master Calendar.

VII. Announcements

- Robert Bethel spoke on behalf of Terry Keller and the Rio Hondo College Foundation and urged our participation in the upcoming October 27, 2008 Golf Tournament.

- Andy Howard will speak to Senate about the Rio Hondo College Foundation on November 18, 2008.

VIII. Public Comments

- No comments.

IX. Adjournment

- Senate President Reilly adjourned the meeting at 2:02 p.m.