
Rio Hondo College Academic Senate**Minutes****February 3, 2009****Board Room****1:00 p.m.**

Present: Frank Acardo, Lupe Alvarado, Alyson Cartagena, Ada Brown, Brian Brutlag, Marie Eckstrom, Jennifer Fernandez, John Frala, Theresa Ferije, Alfred Forest, Rebecca Green, Dale Harvey, Jorge Huinquez, Mike Javanmard, Melissa Rifino-Juarez, Matt Koutroulis, David Lindy, Juana Mora, Jennette Noriega, Catherine Page, Vann Priest, Gil Puga, Beverly Reilly, Lisette Rhi, Barbara Salazar, Henry Saucedo, Lorraine Sfeir, Shelly Spencer, Gisela Spieler-Persad, Julius Thomas, Bianca Urquidi, John Whitford

Guests: Katie O'Brien, Adam Wetsman

I. Call to Order

- President Reilly called the Senate meeting to order at 1:02 p.m.

II. Approval of the Minutes

- The minutes were accepted as written.

III. President's Report

- Ethics Policy: The WASC Accreditation team says we need an explicit ethics policy. Yolanda Emerson (Human Resources) will get back to us on this, and we will continue to address this at every Senate meeting.
- Virtual College Bylaws: The Senate approved the Virtual College Bylaws at the last Senate meeting. They will go to Planning Fiscal Council (PFC) today.
- Campus Retreat: The Lake Arrowhead campus retreat will not occur this year as a result of the distressed economy.

- Bellwether Report: We won the Bellwether Award for innovational planning for our “Go Rio” program.
- Senate Bylaws: President Reilly suggested changing the Senate Bylaws with regard to the Senate Executive positions. She suggested that we elect presidential positions (president, president elect, and past president) in a manner similar to the faculty association. It was also suggested that we consider a Senate seat for a part-time faculty member. Please e-mail your comments and suggestions to Rebecca Green, Senate Parliamentarian. As an additional note, elections for new senators should be held in February.

IV. Old Business

- Board Policies: The Board Policies are coming through.
- CLEP: We need to (re)examine our position on the College Level Examination Program (CLEP). Most colleges and universities recognize this national exam, which grants college credit for specialized knowledge in selected areas. It has been widely used by military personnel for many years.
- VC and SLO Coordinators: The Senate recognizes Shin Liu (Business) as the new VC Coordinator and Matt Koutroulis (Chemistry) as the continuing SLO Coordinator.
- Enrollment Strategies: This committee, chaired by Ron Christie, was originally termed “Management Strategies,” and needs two additional faculty members. They are considering recommendations for next fall.
- Faculty Hiring Policy: We will continue to (re)address the faculty hiring policy. We need to ensure that the hiring policy reflects what is currently in practice. This will require a revision. The faculty hiring committee is asked to write a description of current procedure.
- Textbooks: Lorraine Sfeir reports that textbooks are not more expensive if they are ordered late, but late orders do result in a reduced number of used copies available for purchase. Used book vendors release only a few used books at a time; thus, if orders for texts are submitted in a timely fashion there is more

time for used books to be sent to our bookstore. As of January 80 textbook orders have not been submitted to the bookstore. If departments adopt a “common textbooks” the price would not be affected; in effect, there is no “bulk” discount. The number of texts the bookstore orders is linked to the number of copies sold the previous semester. At this point, the bookstore returns about 25% of what is currently ordered.

V. New Business

- RHCFA: The Rio Hondo College Faculty Association consulted with the Academic Senate regarding SLO language to be used in contract employee evaluation as required by the tentative agreement signed on January 9, 2009. Discussion ensued.

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MOTION

It was moved that the Academic Senate accept the SLO language to be used in contract employee evaluation: “Teaches courses in accordance with the objectives and course content identified in the course outline and students learning outcomes agreed upon by the faculty.” (Spieler-Persad)

A friendly amendment to use the word “division” before the word “faculty” was accepted.”

Motion Tabled.

- Hybrid/Distance Education Definitions: The definitions of hybrid and distance education as reported in the Schedule of Classes are for apportionment purposes. Jennette Noriega reports that for curriculum purposes hybrid means that any portion of the course is offered online; distance education means that the course is offered fully online.
- Committee Staffing: The Safety Committee needs one additional faculty member and the Facilities Committee needs two. These positions will represent the Senate.

VI. Committee Reports

- Academic Rank: Gisela Speiler put forth the names for advancement in academic rank. It was suggested that the application form and the term “significant prominence” be reviewed for clarity.

Motion

The Academic Senate moved to accept the names forwarded for advancement in academic rank and to review the Board Policy concerning advancement in rank and make recommendations. (Approved, one opposed, and one abstention)

- Bookstore: Previously reported.
- Curriculum: Previously reported.
- Flex: Previously reported.
- MIS: No report.
- SLOs: The next meeting will be on Thursday, February 5, 2009. The committee is trying to get the Bylaws approved. The SLO coordinator, Matt Koutroulis, attended the Accreditation Institute last month. The institute was instructive about ways to address linkages throughout the college.
- Virtual College: Previously addressed.

VII. Announcements

- Jennifer Fernandez reported that Robbie and Ken Boss send their regards. They are enjoying retirement.

VIII. Public Comment

IX. Adjournment

- The Senate meeting adjourned at 2:17 p.m.