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**Rio Hondo College Academic Senate****Minutes****April 7, 2009****Board Room****1:00 p.m.**

**Present:** Frank Accardo, Lupe Alvarado, Robin Babou, Katherin Brandt, Ada Brown, Brian Brutlag, Alyson Cartagena, Marie Eckstrom, John Frala, Theresa Freije, Alonso Garcia, Rebecca Green, Jorge Huinquez, Mike Javanmard, Melissa Rifino-Juraez, Matt Koutroulis, Dave Lindy, Jennette Noriega, Daniel Osman, Catherine Page, Vann Priest, Beverly Reilly, Kendra Seiler, Jody Senk, Lorraine Sfeir, Shelly Spencer, Gisela Spieler-Persad, Julius Thomas, John Whitford

**Absent:** Robert Bethel, Jennifer Fernandez, Alfred Forest, Gary Halverson, Dale Harvey, Doreen Kaller, Barbara Keith, Mark Littrell, Juana Mora, Gil Puga, Lisette Rhi, Barbara Salazar, Henry Saucedo, Bianca Urquidi, Jim Zaharek

**Guests:** Shin Liu, Katie O'Brien

**I. Call to Order**

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

**II. Approval of the Minutes**

- A correction to the wording in the SLO report was requested. The minutes were approved as corrected.

**III. Committee Reports**

- Academic Rank: No report.
- Bookstore: The Follett regional manager will attend a Senate meeting in the near future (probably April 21<sup>st</sup>) to address questions and concerns.
- Curriculum: Monday, April 13th is the deadline for this academic year for curriculum submissions that require two readings. The

last curriculum meeting for this academic year will be held on April 29<sup>th</sup>.

- Faculty Awards: The Senate nominated Joann Haskins for the Hayward Award, but she did not receive the honor. Because there was only one nomination for the Fellow of the College Award, President Martinez decided not to confer the award this year.
- FLEX/Staff Development: The deadline for reporting FLEX obligations has been extended to May 11th. The first round of FLEX reports will be in faculty mailboxes during the week of April 13<sup>th</sup>. There will be a summer round of staff development grants available very soon. Please be reminded that out-of-state travel authorizations that must go before the Board of Trustees should be submitted at least six weeks in advance of the proposed date of travel.
- MIS: Human Resources will begin using the new MIS system in 85 days. The new system will close course enrollment on the first day of a semester. Then faculty must give students an add code in order to add a course. Those faculty with a Macintosh computer may access the MIS system through the Internet via any browser.
- Program Review: The relatively new program review process was briefly explained: all academic and non-academic programs write a self study and discuss their findings with the peer program review committee, comprised of faculty, administration, and classified representatives. A written summary of the findings is written and agreed upon by all members of the discussion. This Executive Summary becomes a component in the strategic planning process. During our current “beta test” of our strategic planning process, consideration of these summaries was accidentally neglected. This oversight was noted and will be addressed as an addendum to affected programs. The Executive Summaries will be integrated into the planning process more smoothly in the future.
- SLOs: The next meeting of the SLO committee will be on April 23<sup>rd</sup>.

- Virtual College: The name Virtual College will remain in effect, as its title is a contract issue. The VC committee added a classified member to the group. The proposed bylaws of the Virtual College will go to Planning Fiscal Council (PFC) today.

#### MOTION

The Senate moves to approve with amendments the Virtual College bylaws. (Rifino-Juarez, Green, MSUP).

### **IV. President's Report**

- Welcome: President Reilly welcomed new Senators: Daniel Osman (C&L), Alonso Garcia (C&L), and Katherin Brandt (Nursing).
- Board Meeting: The next Board of Trustee's meeting will be in Pico Rivera on Wednesday, April 8<sup>th</sup>. The agenda includes the announcement of the retirement of Nedra Root and the appointment of the new Assistant Dean position.
- Summer Dean Hiring: Two dean positions will be advertised very soon, and the hiring process will continue throughout the summer. This is problematic for faculty that would like to serve on these committees but are otherwise engaged due to summer plans.
- Governance Manual: The President's Office will publish the revised *Rio Hondo College Organizational Structures and Governance* document tomorrow. It may be accessed through the Internet via the college home page.

### **V. Old Business**

- No report.

### **VI. New Business**

- Student Housing: President Reilly reported that an independent developer is interested in doing a preliminary study to determine the feasibility of constructing student housing on campus. The

study will be fully funded by the developer; the college will have no financial liability. And should the construction of student houses actually occur, the college would continue to have no financial responsibility, as the renting of the housing would be managed by the developers. The housing would, after 50 years, become the property of the college.

- Statewide Senate Resolutions: The ASCCC representative reported on several statewide Senate resolutions, which will be voted on at the next Plenary Meeting in San Francisco.

Michelle Pilati is running for Vice President of the Statewide Academic Senate. Our Senate unanimously supports her candidacy.

- Accreditation Response Team (ART): Brief monthly updates are posted on the Internet (accessed through the home page) for the public. More detailed information on the progress toward compliance with the WASC Accreditation recommendations can be accessed through the P-Drive.

## **VII. Announcements**

- No announcements.

## **VIII. Public Comment**

- No public comments.

## **IX. Adjournment**

- The Senate meeting was adjourned at 2:26 p.m.