
Rio Hondo College Academic Senate
Minutes
October 6, 2009
Board Room
1:00 p.m.

Present: Robin Babou; Ada Brown; Brian Brutlag; Fran Cummings; Joaquin Duran; Marie Eckstrom; John Frala; Theresa Freije; Alfred Forrest; Alonso Garcia; Rebecca Green; Dale Harvey; Lily Isaac; Mike Javanmard; George Kimber; Matt Koutroulis; Kathy Lopez; James Matthis; Juana Mora; Lydia Okelberry; Catherine Page; Matthew Pitassi; Vann Priest; Beverly Reilly; Carley Mitchell; Jody Senk; Gisela Spieler-Persad; Julius Thomas; Adam Wetsman

Absent: Frank Accardo; Katherin Brandt; Alyson Cartagena; Jorge Huinquez; David Lindy; Shin Liu; Daniel Osman; Mary Rivera; Barbara Salazar; Henry Saucedo; Shelly Spenser; John Whitford

Guests: Colin Young

I. Call to Order

- President Javanmard called the meeting of the Academic Senate to order at 1:03 p.m.

II. Approval of the Minutes

- The minutes of September 1, 2009, were approved as submitted.

III. President's Report

- Introduction of Dean Gustafson: Dean Kathleen Gustafson was introduced to the Academic Senate.
- APs/BPs: An *ad hoc* committee worked on the Administrative Procedure (AP) for the CEO selection process. Most changes have been accepted by the Board of Trustees, but two points remain to be agreed upon. The Board should specify in advance what will occur if the specified number of names are not forwarded for Board consideration. In addition, the Senate would like the Board to reserve the right to choose additional candidates from the interviewed candidates' pool only.

The draft of the Computer and Network Use Board Policy, AP 3720, contains a section that has been stricken. The Senate would like to know why it was stricken and on whose authority. The Senators are asked to review this policy and prepare to discuss it at the next meeting.

- Resolution of Hiring Committee Concern: The concern discussed at the last Senate meeting concerning the faculty role in the hiring committee for facilities has been resolved. Human Resources offered another orientation for the faculty that missed the first orientation.

IV. Committee Reports

- Academic Rank: The announcement for advancement in academic rank was sent out via e-mail. Applications are due by October 15, 2009.
- Bookstore: Early textbook adoptions ensure maximal buybacks, thus, increasing the availability of used books. All textbooks are potentially on the rental program, and the list is generated from Follett corporate headquarters. If an instructor expressly does not want a textbook on the rental program list, that should be made clear to the textbook manager. The bookstore automatically updates to new editions when they become available. If you want to continue with an older edition, please contact the textbook manager. And instructors may adopt texts through the bookstore website or via paper adoption forms. October 15th is the due date for spring adoptions through website or on paper. Oct. 15th adoptions for spring due.
- Curriculum: Course revision and new course forms contain a section for the signature of the Articulation Officer. A system for procuring this signature will be forthcoming.
- FLEX/Staff Development: No report.
- IEC: The Institutional Effectiveness Committee continues to review the goals and objectives that came from the April 2009 Leadership Retreat

- MIS: A training video for accessing rosters and grades using Banner is forthcoming. Prospective students can now apply online but must choose a major, and unless we have the degree (approved) they desire, a major cannot be chosen. This is especially problematic for transfer.
- Program Review: All Collegial Program Reviews will occur in November.
- SLOs: Report deferred to New Business.
- Virtual College: No report.

V. New Business

- SLOs: The SLO Committee met Thursday, Oct. 1, with the main agenda item being the development of General Education and Basic Skills SLOs. The seven general education areas have been chosen to correlate with the GE requirements at the College, and include writing, reading, mathematics, physical education, natural sciences, social and behavioral sciences, and humanities. Small committees of faculty will be formed to compose outcomes for these areas, decide which of these outcomes should be designated as "Active", and determine which courses should be associated with these SLOs. These will then be presented to the SLO Committee, the Academic Senate, and Academic Divisions for discussion. Initial assessment of these outcomes will commence in spring, 2010.
- School Calendar: Comments concerning the proposed summer school (2010) school calendar were solicited from the Senate. We are reminded that the calendar is a negotiable issue.

VI. Announcements

- No announcements.

VII. Public Comment

- No public comments.

VIII. Adjournment

- President Javanmard adjourned the meeting of the Academic Senate at 2:19 p.m.

Javanmard/Eckstrom

