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

**Present:** Robin Babou; Katherin Brandt; Ada Brown; Brian Brutlag; Alyson Cartagena; Fran Cummings; Joaquin Duran; Marie Eckstrom; John Frala; Alonso Garcai; Rebecca Green; Dale Harvey; Mike Javanmard; George Kimber; Matt Koutroulis; David Lindy; Kathy Lopez; Shin Liu; James Matthis; Juana Mora; Lydia Okelberry; Daniel Osaman; Catherine Page; Matthew Pitassi; Vann Priest; Beverly Reilly; Mary Rivera; Carley Mitchell; Barbara Salazar; Henry Saucedo; Jody Senk; Shelly Spencer; Gisela Spieler-Persad; Julius Thomas; Adam Wetsman; John Witford

**Absent:** Frank Accardo; Theresa Freije; Jorge Huinquez; Lily Isaac

**I. Call to Order**

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

**II. Approval of the Minutes**

- The minutes were accepted as submitted.

**III. President's Report**

- Area C Meeting: President Javanmard and ASCCC Representative John Frala attended the Area C meeting to discuss the resolutions put forth by the statewide academic senate. At the Area C meeting the group opposed any changes to the 50% law. There seemed to be a consensus on the need to have ratios for counseling and librarians. There was some concern about the CLASS initiative. The concern rose from this initiative's intrusion into the role of Academic Senate dealing with Student Success.
- President's Council: In President's Council some discussion focused on the President's new communicative initiative. This effort includes lunches with faculty and more the informal "Talk to the Prez" opportunities, which encourage dialogue with the President from all constituent groups (students, staff, and faculty). The first of these "Talk to the Prez" opportunities took place in the Learning Resource Center (LRC); future venues will be the Campus Inn (November 10<sup>th</sup>) and the Upper Quad.

- Accreditation: Our accreditation report is complete and has been sent to WASC. We anticipate a two-person team follow-up visit on Thursday, November 5<sup>th</sup>.
- Construction Forum: Next year, construction activity may make the campus a difficult place to navigate. The President wishes to inform the campus community about the construction that will be taking place and the possible inconveniences this construction may cause. A “Construction Forum” will occur on Tuesday, November 10<sup>th</sup> at 1:00 p.m. in LR 128.
- Banner: Currently there are three issues with the Banner system. First, the prerequisite listed is the only prerequisite the system will recognize. This becomes problematic when, for example, Math 50 is listed as a prerequisite and a student has completed Math 70. The system does not recognize that the student has completed the higher level course. Secondly, if faculty have never taken a course at Rio then their password will be their birth date as if s/he were 29 years old; everyone will be perennially 29 years old. Those who have taken courses at the college have not yet been assigned a birth date password. And thirdly, counselors have previously had the authority to waive pre/co requisites for students where appropriate. With the new system, counselors will be blocked from doing this; only one person from counseling and nursing will be given access to waive pre/co requisites. In future, perhaps next summer, there should be a program (Fine Grain) which will allow counselors and nursing counselor to access what they will need to do.
- Accreditation: A two-member follow-up WASC accreditation team will visit the campus on Thursday November 5<sup>th</sup>. Various constituent groups, including the Senate Exec., will meet with them in the Small Board Room.
- Parking Task Force: The College anticipates an decrease in the parking availability as new constructions projects begin on campus. Participation in the Parking Task Force was solicited; Gisela Speiler-Persad volunteered for the committee. The next parking meeting is November 13<sup>th</sup>.
- Textbooks Affordability: A volunteer for the Textbook Affordability committee was solicited. Catherine Page volunteered.

#### **IV. Committee Reports**

- Academic Rank: Applications for advancement in academic rank are due November 15<sup>th</sup>. The forms will be processed in Human Resources by February, after which they will be brought back to the Academic Senate before being forwarded to the Board of Trustees. Applicants will be notified of their rank in March.
- Bookstore: No report.
- Curriculum: No report.
- FLEX/Staff Development
  1. Judy Pearson (Admissions and Records) and Judy Henderson each asked for 10 minutes to speak during the general assembly about matters pertaining to the new MIS system.
  2. There will be one extended time breakout session on FLEX Day, approximately 90 minutes.
  3. Plans for leadership training are ongoing. Please contact the Staff Development Office to participate in the developmental plans for such an institute.
- IEC: The Institutional Effectiveness Committee continues to examine the goals and objectives from last spring's Leadership Retreat.
- MIS
  1. There is a training video on the Access RIO website. To access the website input your e-mail address and password.
  2. Students will continue to be dropped with a paper drop slip for the upcoming Intersession and Spring Semesters. Computer drops will begin with Summer Session(s).
- Program Review: All Collegial Program Reviews will take place during the month of November. Executive Summaries will be brought to the Senate and Planning Fiscal Council (PFC) as they are completed.
- SLOs: No report.
- Virtual College: The next meeting of the Virtual College Committee will take place on November 12<sup>th</sup> at 1:00 p.m. in LRC 128.

#### **V. New Business**

- Resolutions: Refer to "Area C Meeting" under President's Report.

- CLEP
  1. The College-Level Examination Program (CLEP) gives students the opportunity to receive college credit for what they already know by earning qualifying scores on any of 34 examinations. The CLEP is administered by the Princeton NJ-based Educational Testing Service (ETS), the same company that administers the SAT, GRE, LSAT, etc. The CLEP is often utilized by military personnel, who receive post-military educational funding based on the number of units earned while in the military and the number of units they yet must complete. Veterans risk losing educational funding if their CLEP scores are not accepted. There is a risk of losing such students to other colleges that accept their CLEP scores.
  2. We cannot preview the tests, but we can register and take any of the tests in order to evaluate them. Some departments have already done this.
  3. Our college catalogue states that we accept the CLEP scores, but we do not have an established and fair procedure for doing so. If, for example, we accept a particular score, students may receive credit in a general area (such as a GE area) or we may do a course-by-course substitution.
  4. The Curriculum Committee suggests serious consideration of the CLEP. We need a clearly defined process, which goes through the curriculum in much the same manner as the Advanced Placement (AP) scores do.
  
- Prerequisite Waivers: This concern was discussed in the “Banner” section of the Senate President’s report (see above). The counselors report that the previous pre/co requisite clearing process was halted last Thursday, October 29<sup>th</sup>, and now only two people (a counselor and a staff member) can “clear” a student. This became problematic on Friday, October 30<sup>th</sup> when 30 to 40 athletes bottlenecked the “clearing” process. The counselors fear that this could affect veterans.

## **VI. Announcements**

- Election Day: Today is Election Day. Vote!

- Online Class Schedule: The PDF class schedule was taken down from the website today because it contained many mistakes. There is a “live” schedule that automatically updates when a student goes online to register.

## **VII. Public Comment**

- There were no public comments.

## **VIII. Adjournment**

- President Javanmard adjourned the meeting at 1:55 p.m.