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**Rio Hondo College Academic Senate  
Minutes  
November 17, 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; Theresa Freije; Alonso Garcia; Dale Harvey; Rebecca Green; Mike Javanmard; George Kimber; Matt Koutroulis; David Lindy; Kathy Lopez; James Matthis; Juana Mora; Lydia Okelberry; Daniel Osman; Catherine Page; Vann Priest; Beverly Reilly; Mary Rivera; Carley Mitchell; Barbara Salazar; Jody Senk; Shelly Spencer; Gisela Spieler-Persad; Julius Thomas; Adam Wetsman; John Whitford

**Absent:** Frank Accardo; Alfred Forrest; Lily Isaac; Shin Liu; Matthew Pitassi

**Guests:** Manuel Baca; Katie O'Brien; Colin Young

**I. Call to Order**

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

**II. Approval of the Minutes**

- The minutes were approved as submitted.

**III. President's Report**

- Board of Trustees Meeting: President Javanmard reported that the three Vice Presidents' contracts were extended for two years, beginning July 1, 2010.
- Board of Governors
  1. The 50% Law: Representative Manuel Baca delivered a report about recent discussions at the California Community Colleges Board of Governors. This body looks at community college regulations based on law. One particular concern is the 50%, which specifically states that 50% of a community college's budget must be spent in the classroom. Since its inception, librarians and counselors have not been considered as part of this expenditure, and the same is true with respect to

categorically funded programs. Discussion to address this issue continues.

2. Accreditation Concerns: In January Barbara Beano will meet with WASC to discuss why it appears that the West Coast has accreditation standards that are different from the East Coast.
  3. State Budget: A minimal adjustment to the state budgets is expected this year. The Chancellor's office put in a proposal to reinstate cuts from this year in order to get us back to where we were last year.
  4. Transfer Degree: The topic of a transfer degree is still in discussion and is an issue we need to deal with.
  5. OSHA Foundation: This foundation has dedicated \$50 million dollars to the California community colleges. Half of this money must be matched and half does not. We have 18 months to secure the funding.
- Plenary Report: All three proposals to the 50% law were voted down. The statewide Academic Senate is working with the Chancellor's Office to address the inconsistencies and/or misinterpretations of this law.

### **III. Committee Reports**

- Academic Rank: Thirteen applications for advancement in academic rank have been submitted for this academic year. They have been forwarded to Human Resources where they will be checked for accuracy before returning to the Senate Academic Rank committee. Final approvals will occur in the spring.
- Bookstore: No report.
- Curriculum: All the deadline dates have been sent out via e-mail from the Curriculum Chair. February 22, 2010, is the deadline for inclusions in the fall 2010 printed schedule of classes and the next catalog.
- FLEX/Staff Development:
  1. Part-time faculty FLEX obligation reports have been distributed. Full-time faculty will not receive a report at this time because their obligation is not due until May.
  2. An invitation to present a FLEX workshop in January has been issued.

3. Two focus groups were conducted last week concerning the formation/implementation of a leadership academy. There will be another open session soliciting input tomorrow, November 18<sup>th</sup>, from 1:00 to 2:00 p.m. Next week there will be an all-campus survey about this potential leadership academy.
  4. There will be staff development grants available for spring. Applications are due on December 2, 2009.
- IEC: The Institutional Effectiveness Committee continues to consider the goals of the college. Several members of the various planning groups met with the two-member accreditation team during their recent visit. The WASC representatives complimented the college on their “phenomenal success” toward implementation of college-wide institutional planning.
  - MIS: There is a training video on the Access Rio website. Faculty can access it with their e-mail username and password.
  - Program Review: All program reviews will be completed by the end of the month. Senate and Planning Fiscal Council will receive the Executive Summaries, which will also be available on the P-Drive.
  - SLOs: The faculty are in the process of developing general education SLOs.
  - Virtual College: The Virtual College Committee had their first meeting of the year. Their meeting was held in “virtual space.”

#### **IV. New Business**

- AP 4225 and AP 4260
  1. AP 4225 on Repetition Courses has been split into two separate APs: AP 4225 (Course Repetition) and the new AP 4227 (Repeatable Courses). The split was made to distinguish course repetition (for substandard grade, extenuating circumstances, military withdrawal, etc.) from those courses that are repeatable (AP 4227). Repeatable courses must meet certain criteria and students can take these classes more than once for credit, even with a non-substandard grade.
  2. AP 4260 on Prerequisites and Co requisites has been modified to reflect new procedures carried out by the Curriculum Committee and new Title 5 regulations.

3. The Curriculum Committee seeks the input of the Academic Senate about the number of times a course can be repeated to replace a substandard grade (Title 5 says twice; at Rio we say once) and whether we wish to establish a recency requirement for repetition.
  4. The Curriculum Chair will look into the military withdrawal issue with respect to repeatability.
- BP/AP Change Form: There was a suggestion that future changes to college policies and procedures be preceded by a one page document which explicitly delineates the old and new language, an explanation of the reason(s) for the modification(s), and the name of the originator of the change. The completed form, it is believed, would streamline BP/AP changes.
  - “Collegial Consultation”: A proposal was suggested to write a Board Policy (BP) and consequent Administrative Procedure (AP) that specifically delineates the ten points (pursuant to the Statewide Academic Senate and AB ) under the purview of the Academic Senate, and, further, specifically states that the college and the Senate must “mutually agree” to those ten categories and what is subsumed within those categories. Volunteers to consider this proposal include Fran Cummings, Vann Priest, and Matt Koutroulis.

#### **V. Old Business**

- BP 4240: This Board Policy will be considered at the next meeting of the Academic Senate.

#### **VI. Announcements**

- There were no announcements.

#### **VII. Public Comment**

- There were no public comments.

#### **VIII. Adjournment**

- President Javanmard adjourned the meeting at 2:06 p.m.