I. Call to Order

- The meeting was called to order at 1:04 p.m.

II. Approval of the Minutes

- The minutes were approved as presented.

III. President’s Report

- **Collaborative Title V Grant**: The Dean of Counseling announced that Rio Hondo is participating with Citrus College in an application for a Title V grant. This would be a technologically related grant and include provisions for “virtual learning labs.”

- **Climate Survey**: The Dean of Institutional Research and Planning announced that this year’s Climate Survey will be distributed shortly. A random sample of classes will be selected for completing the survey, and instructors are asked if they would allow their classes (if selected) to participate. In
addition, a survey will be available to all employees via e-monkey.

- **Commencement Speaker**: Alysha del Valle will be the 2011 graduation speaker. Ms. Valle is a former Rio Hondo student; she then graduated from USC, and now works as a traffic reporter at KABC television.

- **New Federal Regulations on Credit Hours (Units)**: Rio needs to establish a policy that describes how the institution will award credit for all types of courses in accordance with the federal definition of a credit hour. (We already meet in the minimum requirement in practice, but we have no established policy) The federal government is particularly interested in seeing policies that outline how students in distance education classes are “academically engaged”.

- **Redistricting**: As a result of the 2010 Census, some redistricting will occur. CCLC has contracted with a company to look at the community college boundaries, and Rio is looking at four bids to re/analyze our boundaries, which must be completed prior to March 1, 2012. President Martinez reposted that our changes should be minimal.

- **Governance Manual**: A taskforce of the Planning Fiscal Council will review the proposed changes to the Governance Manual today at 3:30 p.m.

- **Test of the Emergency Notification System**: The second test of the Emergency Notification System will be conducted on Thursday, May 5th. All employees will receive a test, an e-mail, or a phone call.

- **Leadership Academy**: The second year of the Leadership Academy is beginning and is seeking recruits.

- **Developmental Education: Completion, Career, and Transfer**: A taskforce is looking at ways to accelerate developmental instruction.

- **PFC Report**: A Planning Fiscal Council report will be delivered at President’s Council in the future.

- **Superintendent’s Bi-Annual Conference with Feeder Schools**: President Martinez hosted an intersegmental meeting with K-12 school superintendents. The outcomes of the conference strengthened collaboration among the schools.

- **Facilities**: The following report was made by facilities.
1. The ride share survey will be distributed Wednesday, May 4th.
2. The 2011/12 parking permits will be issued next week.
3. Construction interruptions will continue in the PE area through mid-summer.
4. New campus signage will be posted this summer.
5. Some of our building will be renamed in the future.

IV. Unfinished Business

- Faculty Hiring Committee Report: The faculty hiring committee will meet this Friday, May 6th.

- Union Consultation: The Union reports that the District has proposed to evaluate tenured faculty every three years. The Education Code requires that if such a proposal is made, the Union must consult with the academic Senate. Discussion ensued.

  MOTION: The Academic senate believes that the peer review process already in place provides sufficient quality assurance of academic excellence in the classroom, rendering administrative evaluation unnecessary. (Julius Thomas, Mike Javanmard, MSP, one abstention)

- Early College Academy: The Senate is concerned that students in the Early College Academy are not taking the Rio Hondo assessments in English and reading until after their first year of participation in the program. Discussions concerning this important issue will continue with the appropriate persons involved in the ECA.

  MOTION: All students participating in the Early College Academy should complete their RHC assessments prior to admission to the ECA. (Mike Javanmard, Brian Brutlag, MSPU)

V. New Business
• **Elections:** Nominations for Senate Exec were opened and will remain so until Friday, May 6th.

• **Add Codes:** A discussion ensued about the expiration of Add Codes given to students at the beginning of a term. A problem with the issuance of an add code is that they do not expire until the last date to add classes occurs. This can result in students collecting add codes while “shopping” for classes. A student may hold on to an add code until the end of the add period, possibly resulting in an instructor’s roster being either under or over enrolled. This matter will be referred to Admissions and Records and Information Technology for further analysis.

• **Distance Education Contact Document:** A “Rio Hondo College Distance Education Regular Effective Contact” document has been developed by the Instructional Technology Committee. It has been submitted to the Vice President of Academic Affairs for consideration, and has been presented to President’s Council. The document cannot be termed a “policy” as those are restricted to the Board Policies (BPs). It can, however, be merged into the existing Administrative Procedure, AP 4105.

• **CLEP and IB/AP List:** The Statewide Academic Senate urges local Senates to adopt the proposed CCC GE/CLEP/CCC GEIB/CCC GEAP lists.

• **Upcoming Degrees:** The Academic Senate reaffirms faculty primacy in the development of degrees.

**MOTION:**
Whereas AB 1725 was enacted to improve academic quality;
Whereas AB 1735 recognizes the right of Academic Senates to assume primary responsibility for making recommendations in the areas of curriculum and academic standards;
Whereas the curriculum committee, as a sub-committee of the Academic Senate, reviews and recommends course and program additions, revisions, deletions, and recommends policy related to academic offerings to the Rio Hondo Community College District Board of Trustees;
Resolved, the members of the Rio Hondo Community College Academic Senate reaffirms faculty’s primacy in development of academic offerings and subsequent recommendations of those offerings to the Rio Hondo College Board of Trustees.
VI. Committee Reports

- **Academic Rank**: No report.
- **Bookstore**: No report.
- **Curriculum**: The deadline for submission for any item this semester is Monday, May 16th.
- **FLEX/Staff Development**: We will be using software developed by Matt Koutroulis for tracking FLEX completion in the fall, following a successful pilot in the Math/Science Division during this semester. An after graduation party will be held; details forthcoming. The Title V survey results are available online.
- **IEC**: No report.
- **MIS**: No report.
- **Safety**: Those persons who have received Stryker Chair training are asked to inform Brian Brutlag.
- **Program Review**: No report.
- **SLOs**: No report.
- **Virtual College**: No report.

VII. Announcements

- There were no announcements.

VIII. Public Comment

- There were no public comments.

IX. Adjournment

- The meeting adjourned at 2: 20 p.m.