Rio Hondo College Academic Senate
Minutes
September 20, 2011
Board Room
1:00 p.m.


Guests: Katie O’Brien, Flex/Professional Development; Henry Gee, Vice President Student Services; Matt Erskin, new RHC Bookstore Manager; John Tyson, Follett Textbook Manager; Sue Duits, Follett Regional Manager

I. Call to Order

• The meeting was called to order at 1:00 by President Eckstrom

II. Approval of Minutes

• The minutes of September 6 were approved as submitted

III. President’s Report

• Early College Academy: President Eckstrom met with Michael Munoz, Kenn Pierson and Julius Thomas about the Academy and which courses will be kept and which dropped. Classes will be offered in three schools, 11th and 12th grades, with the same number of classes

• Minimum Qualifications/Equivalencies: The Chancellor’s Office revised minimum qualifications and equivalencies in March 2010. Every division should go to the Chancellor’s Office web site, http://www.ccco.edu/, and review the information.

IV. Unfinished Business

• Drops for non-payment: Vice President Gee distributed a draft plan to drop students for non-payment and discussed options, specifically utilizing an outside company to handle the financial aspects of the issue. Senators will join the task force investigating this. Vice President Gee noted that many other schools in our area use this plan/company, resulting in fewer students being dropped. Discussion ensued. This item will be continued at the next Senate meeting.

• Bookstore Rents: Matt Erskin, Store Manager; John Tyson, Textbook Manager; and Sue Duits, Regional Manager, discussed how the rental system works. The Senate asks that a detailed explanation of the various options for students along with the actual costs be widely distributed to faculty and students so that everyone knows
exactly how much each option costs. The bookstore will work up an explanatory sheet and bring it back to the Senate for review.

- **BP 4020:** Fran Cummings, Curriculum Chair, addressed program, curriculum, and course development. She discussed the language in the BP and a possible AP. She doesn’t think specific language is needed or appropriate in either. President Eckstrom read to the body her comments to the Board at the September 14 Board Meeting and stated that Senate will discuss this again in two weeks.

V. **New Business**
- No new business

VI. **Committee Reports**
- Academic Rank: Applications are due November 15.
- Curriculum: Limiting the types of information included in the addendum has been dropped.
- Flex/Staff Development: Updates will be forthcoming.
- IEC: The committee will be working on the process for allocating funding.
- ITC: The committee will meet today (September 20) at 2:30 p.m.
- MIS: No report
- Program Review: Program Reviews will take place in November.
- Safety: The committee will meet next week.
- SLOs: No report

VII. **Announcements**

VIII. **Public Comment**

XI. **Adjournment**
- The Senate adjourned at 2:30 p.m. The next meeting will take place on October 4, 2011.