Rio Hondo College Academic Senate
Minutes
October 18, 2011
Board Room
1:00 p.m.

Present: Frank Accardo, Lupe Alvarado, Robin Babou, Katherin Brandt, Ada Brown, Brian Brutlag, Fran Cummings, Marie Eckstrom, John Frala, Alonzo Garcia, Jorge Huinquez, Mike Javanmard, Kathy Lopez, Jim Matthias, Gail Modyman, Juana Mora, Daniel Osman, Matt Pitassi, Ted Preston, Vann Priest, Kathy Pudelko, Ron Reeder, Beverly Reilly, Dianna Reyes, Lorraine Sfeir, Shelly Spencer, Julius B. Thomas, Adam Wetsman, Jon Whitford, Colin Young
Absent: Tom Callinan, Lydia Gonzalez, George Kimber, David Lindy, Carley Mitchell, Ralph Velazquez
Guests: Walter Jones, Dean of Counseling & Student Development; Song Nguyet-Graham, Articulation Officer; Matt Erskine, RHC Bookstore Manager

I. Call to Order
• The meeting was called to order at 1:00 p.m. by President Marie Eckstrom

II. Approval of Minutes
• The minutes were approved as corrected.

III. President’s Report
• President Eckstrom announced that we will go out of order listed on the agenda.
• End of Year luncheon: Will be held at Swiss Park December 1.
• CA Shakeout: California Shakeout will take place October 20 at 10:20. Everyone at the College is expected to participate.
• Area C Meeting: The Academic Senate Area C meeting will be held on Rio’s campus, Saturday, October 22, in LRC.
• California Academic Senate publication: The Rostrom was distributed to all faculty up until this year, but because of budget cuts, it is available for Senators only. Senators are encouraged to share the print copy in their divisions. An online version is also available.
• Articulation Officer: Song Nguyet-Graham, RHC Articulation Officer, was introduced to Senate.

IV. New Business
• Admissions and Records: Judy Pearson explained the process and timeline of submitting grades and what happens if grades aren’t submitted on time. Faculty have five business days to submit grades. Discussion ensued. Motion: Senate recommends that grades are “rolled” in seven business days after end of term. Wetsman/Thomas: discussion ensued: MSNP. A revised motion was made, Motion:
Senate recommends that grades be “rolled” at 4:30 of the fifth business day after the last day of finals. Brown/ MSP. Senate asked that faculty be sent reminders.

- **Bookstore**: Matt Erskin, RHC Bookstore Manager, distributed the newly prepared, multi-page handout on book purchase, rental, and buy back prepared by Follett and explained each page. A poster of the front page will be displayed outside the bookstore. He stresses that credit card information is private and cannot be accessed by even the staff. Used textbooks that included an access code with the original can be rented, but the access code cannot be rented so must be purchased from the publisher.

- **AOA—Assessment, Orientation, Advisement**: Dean Walter Jones defined this AOA process and who it affects. New students, first time freshmen—new students, will be required to go through this process. Discussion ensued. Motion for this process to be implemented Spring 2012 as a pilot. Thomas/Alvarado. Discussion MSP, three abstentions.

V. Announcements

VI. Public Comment

- There were no public comments.

VII. Adjournment

- The meeting was adjourned by President Eckstrom at 2:15 p.m.