

**Rio Hondo College Academic Senate**

**Minutes**

**October 15, 2013**

**Board Room**

**1:00 p.m.**

**Present:** Alan Archambault, Michelle Bean, Robert Bethel, Brian Brutlag, Fran Cummings, Marie Eckstrom, Cameron English, Juan Fernandez, John Frala, Theresa Freije, Sergio Guzman, Sheila Lynch, Jim Matthis, Barbara Mikalson, Greg Miller, Gail Modyman, Steve Moshier, Jovany Munoz, Katie O'Brien, Tyler Okamoto, Sally Olivas, Vann Priest, Kathy Pudelko, Ron Reeder, Dianna Reyes, Kevin Smith, Adam Wetsman, Jon Whitford, Colin Young, Mariano Zaro

**Guests:** Matt Erskine, Henry Gee, Teresa Dreyfus, Mike Munoz, Mike Javanmard

**Call to Order**

The President called the meeting to order at 1:00 p.m.

**I. Approval of Minutes**

Minutes of the meeting of October 1, 2013 were approved without revision.

**II. President's Report**

- Matt Erskine, the Follett bookstore manager, presented information regarding IncludedED and BookNow+ which is an online textbook and resource management system. This system should be further investigated by the Bookstore Committee which called for added members.
- Mike Munoz presented a not so brief description of the new Student Success Initiative (SSI) and its pending impact on Student Services.
- Katie O'Brien presented the results of the FLEX day evaluation and proposed the theme for the Spring FLEX day.
- The President reported on the pending reorganization of Student Services and the switching of jurisdictions between M. Slavich and K. Gustafson.
- There is an award from ASCCC for an Exemplary Program given each year and the call has gone out for nominations for this year's award. The focus of this year's award is student services, applications are due Nov. 5. It was noted that the College has won this award before in 2004 for CTE programs.
- The President reported on the progress of BP's through Board approval: BP 2510 & 2410 were pulled to be reconsidered by the governance review;

**III. New Business**

BP 4020 was reviewed and the Exec Motion

**The Academic Senate supports some of the changes to BP 4020 as outlined on the attached document.**

was passed without opposition.

### **Committee Reports**

- Program Review: The committee needs more members to serve on the committee during Nov. Program Reviews
- Safety: Jovany Munoz discussed problems regarding disabled students and staff and making sure that all individuals are adequately taken care of and regarded with dignity.

**VI: Announcements:**

None

**VII: Public Comment:**

None

**VIII: Adjournment**

Meeting was adjourned at 2:14 p.m.

- I. The programs and curricula of the District shall be of high quality, relevant to community and student needs, and evaluated regularly to ensure quality and currency. *SB1440 was passed in 2010 with the intent of creating a clear pathway for Rio Hondo college student to transfer and obtain an AA or AS degree simultaneously\**. To that end, the Superintendent President shall establish procedures for the development and review of all curricular offerings, including their establishment, modification or discontinuance.
- II. Furthermore, these procedures shall include:
  - appropriate involvement of the faculty and Academic Senate in all processes;
  - regular review and justification of programs and course descriptions;
  - opportunities for training for persons involved in aspects of curriculum development;
  - consideration of job market and other related information for vocational and occupational programs.
- III. All new programs and program deletions shall be approved by the Board. *The Board will assess all academic degrees in the following manner\**:
  - ~~*Degree provides maximum options for student to transfer while obtaining an AA/AS degree, using classes that may be "double counted."*~~
  - ~~*Degree will prepare student to arrive at a local CSU/UC with junior standing.*~~
  - ~~*Discipline faculty will work with articulation officer to create AA/AS degree that feed into local CSU/UC and statewide Universities.*~~
  - *Tracking of TMCs will be conducted and reported to the Board on an annual basis.*
- IV. New courses that are not part of an existing approved program and all new programs shall be submitted to the Office of the Chancellor for the California Community Colleges for approval when needed.
- V. Individual degree-applicable credit courses offered as part of a permitted educational program shall be approved by the Board. Non degree-applicable credit and degree-applicable courses that are not part of an existing approved program must satisfy the conditions authorized by Title 5 regulations and shall be approved by the Board.

## **VI. Credit Hour**

**Consistent with federal regulations applicable to federal financial aid eligibility, the District shall assess and designate each of its programs as either a "credit Hour" program or a "clock hour" program (CCLC).**

**VII. The Superintendent/President shall establish procedures to assure that curriculum at the District complies with the definition of “credit hour” or “clock hour,” where applicable. The Superintendent/President shall also establish procedures for using a clock-to-credit hour conversion formula to determine whether a credit hour program is eligible for federal financial aid. The conversion formula is used to determine whether such a credit-hour program has an appropriate minimum number of clock hours of instruction for each credit hour it claims (CCLC).**

VII. Source/Reference

Education Code Section 70901 (b), 70902(b); 78016;

Title 5, Section 55100, 51022 ~~(a)~~, 55130, 55150;

**U.S. Department of Education regulations on the Integrity of Federal Student Financial Aid Programs under Title IV of the Higher Education Act of 1965, as amended;**

**34 Code of Federal Regulations Sections 600.2, 603,24, and 668.8 (CCLC)**