Present: Jon Whitford, John Frala, Vann Priest, Fran Cummings, shelly Spencer, Greg Miller, Robert Bethel, Juan Fernandez, Mariano Zaro, Beverly Reilly, Steve Koelle, Marie Eckstrom, Thomas Callinan, Ralph Vasquez, Jim Matthís, Gail Modyman, Kathy Lopez, Kathy Pudelko, J. Tanaka, Mike Javanmard, Brian Brutlag, Barbara Mikalson, Adam Wetsman, Sergio Guzman, Ron Reeder, Steve Moshier, Chirs Acuna-Hansen, Colin Young, Carley Mitchell, George Kimber, Shirley Issac, Kimberly Mosley, Katie O’Brien, Dianne Holcomb, Juan Fernandez, David Lindy, Gisela Spieler-Persad, Dianna Reyes, Kathy Pudelko

Guests:

Call to Order
Quorum reached and the meeting was called to order by President Adam Wetsman at 1:05 p.m.

I. Approval of Minutes
The minutes for February 5, 2013 were approved with minor changes in regard to attendance.

II. President’s Report
• Accreditation: President Wetsman encouraged faculty to get certified on the ACCJCJ website.
• President search applications are due by March 8.
• Distance Education
  • President Wetsman stressed that the ACCJC will take a close look at distance education.
    o The ACCJC will be making a distinction between correspondence courses and distance education.
    o They will be looking for “regular and effective contact.”
  • Motion to create a distance education committee to develop standards that will distinguish between correspondence course and distance education courses in line with those set forth by ACCJC. Fran Cummings seconded.
  • Discussion ensued
    o Should this be a subcommittee of the Senate or the subcommittee of ITC?
• It was decided that this should be a subcommittee of the Senate which would operate in a similar manner as the Curriculum Committee.

• Mike Javanmard reminded everyone that this idea was originally forwarded by Claudia Guerero in 2007 and it would be a great honor to finally have her vision realized.

• **Motion Passed Unanimously**

• **Drop and Withdrawal Deadlines**
  • President Wetsman again expressed the Senate’s concern that the administration did not consult the Senate on this change. He explained that the changes were made by administrators, although there is uncertainty as to exactly who was responsible for the change.
  • President Wetsman pointed out that this issue deals with standards regarding student preparation and success which is in the purview of the Academic Senate and the District has violated AB 1725.
  • Also President Wetsman pointed out that administration is violating its own Administrative Policy 4220 (which was recently reviewed by the Board in December, 2012), and this could lead to conflict between students and the District over whether a student can actually drop a class.

• **College Governance Discussion**
  • President Wetsman informed that Senate that PFC had taken up the issue of establishing clearer procedures for our governance documents, including administrative procedures, Board policies, and the Governance Manual. Tied into this is the proposal passed by Senate last term relating to clearly delineating the dictates of AB 1725 into Rio Hondo’s governance structure. Wetsman said that he is confident that PFC and the administration can work through this matter in a timely manner since this is central to accreditation

• **Update Website Committee**
  • Members of the Website Committee reported that they are studying various websites across the nation for good ideas to implement and bad ideas to avoid. The members of this committee asked for feedback from the Senate.
  • More than a few asked these members to stress the following:
    o Functionality (Whether it is easy to use on Mobile devices)
    o Organization
    o Ease of navigation
    o Less on the main page is more

• **Calendar Committee**
  • The Calendar Committee has yet to meet, but will do so soon.
  • President Wetsman asked Katie O’Brien the Flex Coordinator to present proposal from the Chancellor’s Office of Professional Development.
  • Ms. O’Brien distributed a document and asked for our feedback to forward to the chancellor’s office.

• **Awards**
• The Hayward award was given to Richard Mahon from Riverside Community College.
• Dr. Wetsman asked the Senate to nominate persons for the Fellow of the College and the Distinguished Service Award.
  o The following names were nominated from the floor:
    • Ned Lazaro
    • Manuel Baca
    • Alberto Carrillo
    • Ray Williams
    • Dale Harvey
  o Distinguished Service Award
    • Martha Carreon

III. New Business
  • Course Substitution
    • President Wetsman informed the Senate that these changes were recommended by John Parra. They were reviewed by Administration, Judy Pearson (Admission and Records) and Walter Jones (Dean of Counseling), Henry Gee, and Kenn Pierson.

  • Motion by The Executive Committee To Approve changes as recommended to match current policy.
  • Discussion: Some more edits were pointed out by the Curriculum Chair and was accepted by Counseling.
  • See Attached for the full changes.
  • Motion Accepted Unanimously

IV. Unfinished Business
  • Retention and Success
    • If students are dropped before the W deadline it improves the success rate.
    • W effects the calculation of Success/Retention rate

V. Committee Reports
  • SLO: None.
  • Academic Rank: None
  • Bookstore: None
  • Curriculum:
  • Professional Development/FLEX: None
  • IEC: None.
  • ITC: None
  • MIS/Enterprise: None
  • Safety: None
  • Program Review: None
VI: **Announcements:** None  
VII: **Public Comment:** None

VIII: **Adjournment**  
- The meeting was adjourned by President Wetsman at 2:18 p.m.