
Rio Hondo College Academic Senate Minutes**September 2, 2014****Board Room****1:00 P.M.**

Present: Alan Archambault, Jose Arroyo, Robin Babou, Michelle Bean, Robert Bethel, Fran Cummings, Marie Eckstrom, Cameron English, Juan Fernandez, John Frala, Theresa Freije, Song Le Graham, Sergio Guzman, Kathleen Hannah, Mike Javanmard, Steve Johnson, George Kimber, Steve Koelle, Sheila Lynch, Jim Matthis, Greg Miller, Carley Mitchell, Gail Modyman, Juana Mora, Steve Moshier, Katie O'Brien, Tyler Okamoto, Shelly Poetter, Vann Priest, Kathy Pudelko, Ron Reeder, Rudy Rios, Kevin Smith, Adam Wetsman, Jon Whitford, Colin Young, Mariano Zaro

Guests: Michael Koger

I. Call to Order

Meeting was called to order at 1:02

II. Approval of Minutes

- May 6th minutes
Minutes were approved with minor revisions.

III. President's Report

- **Senate Priorities**

There is a widespread notion that PFC is not as utilized as it could be. The Superintendent/President is willing and enthusiastic to get PFC more involved in the budget development process.

- **Half-Day All-Staff Retreat**

The FLEX/Staff Development Coordinator said that the retreat will be Friday Nov 7, with a possible 11am start until a happy hour finish. It will consist of all team building activities and possibly be at the Clarke Estate, weather depending.

- **Planning Process**

The IEC Co Chairs sent out an email regarding the beginning planning process. Senators were encouraged to take the message back to our divisions to write program plans that have a "broad, long range view." If there is something you want, start asking for it. Try to think 5-10 years in advance.

Another planning issue concerns areas that aren't "owned" by one particular group (ie. the hallways in the upstairs A building). Faculty are encouraged to include those areas into program plans if they need to be repaired or repainted.

Program Reviews should also be tied to SLOs and to the Educational Master Plan (EMP).

Discussion occurred regarding concerns that the plans seem to start well at the program and unit levels, but then planning gets taken over at upper levels (ie. Area level) and things get cut and

changed. This leads to faculty apathy on planning because the priorities established at the lower levels of planning don't always match what comes from the area levels.

V Priest said that the VP of Academic Affairs will be visiting us in the future to try and discuss how things connect (ie. EMP, Planning, etc). Also, there will be faculty on the area plan teams for Academic Affairs and Student Services this year.

- **Educational Master Plan**

The EMP was completed this past spring/summer. Although there are concerns that there was no official Senate input on the EMP, the plan will be reviewed at the 1, 3, and 5 yr dates. The Senate will give input at those times.

- **Senate Website**

Visit it! The website is quickly becoming useful and up-to-date. The ACCJC visiting team will want access to Senate minutes, so we are working to put them on the website ASAP.

- **Accreditation**

Acknowledgements and kudos were given to the following: M Eckstrom as the editor of the document, A Wetsman as the co-chair of the ALT, L Gonzalez as co-chair and co-author for Standard 1, K Smith as co-chair and co-author for Standard 2, J Frala as co-chair and co-author for Standard 3, V Priest as co-chair and co-author for Standard 4.

The visiting team chair was at Rio last week and gave a skeleton of a schedule- the President's office will be working with campus groups to fill in the schedule with meetings and appointments.

The chair mentioned that the visiting team expects to see a handful of DE classes; we can provide them with suggestions but they may want to see more.

It was suggested that ALT should be a standing committee so that preparing for accreditation is not a 2 year process but a 6 year process.

- **Faculty Handbook**

The handbook was sent out from office of academic affairs. Were any faculty involved in writing this document? The RHCFA President got to review it 5 days before it was completed. It was suggested to ask the VP of Academic Affairs how the Senate and Association can become involved in the revision process.

- **Senate Budget**

The Senate got an extra \$200 for pizza at the last Senate meeting for the semester.

- **Copy Room – Psych, Chem, EMT, plus one other**

Senators were asked whether faculty had been having issues with copies for their classes. A few examples were given. The discussion centered around that the funding for the supervisor position in the copy room was decreased to 80% without consultation from PFC. Had faculty been able to give input towards this decision, we may have stressed that reductions in the print/copy room will negatively impact instruction and we may be “penny wise but pound foolish.”

A concern was also raised regarding the schedules of the staff in the copy room. The two employees used to have staggered schedules so that one of them came in early in the day and another was here later in the day. Will that be happening now?

- **LA Times Article**

Rio Hondo was on the front page with an article about the “Pathway to law school.” Concerns were raised regarding how this program was being advertised. Specifically, all of the courses in the program have not been approved by the Chancellors office, so it seems premature to advertise it as a full program now. It was pointed out that students can join the program and have plenty of other courses to take the fulfill program requirements in their first year or two. By the time they are ready for their last few classes, these will have been approved. Most agreed that the front page of the LA Times is good advertising for the college.

IV. Unfinished Business

V. New Business

- **BP 3050 Code of Ethics**

One change to the versions that were handed out: in paragraph V on the first page: the word enforcement has been changed to disciplinary. There was a discussion regarding the intent of the BP. The Senate Exec pointed out that the purpose of this is to guide Rio Hondo employees to “act ethically.” Further, since the BP specifically mentions not being used for disciplinary purposes, this policy acts as a goal.

- **BP 4030 Academic Freedom**

- **Motion from Senate Exec: The Academic Senate accepts the revisions to Board Policy 4030 and directs the Senate President to forward it to the President’s Office.**

Details for the changes from the Senate exec were described. The focus was that faculty could exercise first amendment rights and discuss all policy matters whether on committees or not. The motion passed unanimously.

- **AP 7217 Faculty Employment of Contract**

- **Motion from Senate Exec: The Academic Senate accepts the revisions to Administrative Procedure 7217 and directs the Senate President to forward it to the President’s Office.**

The astronomy position is currently being flown. For the hiring committee, Chris Soto, a classified staff member would be a good addition. He knows more about astronomy than any faculty here. The Senate exec. suggested the addition of a sentence to the AP that faculty can add anyone to the committee if needed to improve the hiring committee or process. There was concern raised about going outside of Rio Hondo employees. The key is that division faculty get to choose whether to add additional members, not HR or only the Dean.

- Suggested change: Change the word “people” to “members”

The motion passed with 2 nays (M Javanmard and F Cummings).

VI. Committee Reports

VII. Announcements

S Lynch: There is an Arts reception Thursday evening at the Art Gallery- one of the artists is an adjunct faculty member at Rio.

VIII. Public Comment – *Persons wishing to make comments are allowed three minutes per topic. Pursuant to the Brown Act, the Senate cannot discuss or take action on items not listed on the agenda. Matters brought before the Senate that are not on the agenda may, at the Senate's discretion, be referred to the Senate Executive Committee or be placed on the next agenda.*

An issue was brought up regarding faculty that require students to have textbooks. It is disruptive for them not to have it in class, yet some students refuse to buy them. According to Dean Foster, we can dismiss students if they don't have the book by the second week of the class if we have it clearly stated in our syllabus.

IX. Adjournment

Meeting was adjourned at 2:14

In accordance with the Ralph M. Brown Act and SB 751, minutes of the Rio Hondo College Academic Senate will record the votes of all members as follows: (1) Members recorded as absent are presumed not to have voted; (2) the names of members voting in the minority or abstaining are recorded; (3) all other members are presumed to have voted in the majority.