Rio Hondo College Academic Senate Minutes
February 17, 2015
Board Room
1:00 P.M.

Present: Robin Babou, Michelle Bean, Robert Bethel, Ada Brown, Fran Cummings, Mike Dighera, Marie Eckstrom, Cameron English, Juan Fernandez, John Frala, Theresa Freije, Sergio Guzman, Kathleen Hannah, Dianne Holcomb, Mike Javanmard, George Kimber, Steve Koelle, Sheila Lynch, Jim Matthis, Carley Mitchell, Gail Modyman, Juana Mora, Steve Moshier, Katie O'Brien, Shelly Poetter, Vann Priest, Kathy Pudelko, Kevin Smith, Adam Wetsman, Jon Whitford, Mariano Zaro
Guests: Timothy Connell

I. Call to Order

The meeting was called to order at 1:00.

II. Approval of Minutes

- Dec 2nd minutes
- The minutes were accepted without revision.

III. President's Report

- **ACCJC Commission Action**
- The accreditation of Rio Hondo College was Reaffirmed with a Follow-Up Report which is due October 15. The follow up report must address five of the recommendations that have significant repercussions including that SLOs need to be in evaluations of ALL faculty and that it is not just about the development of SLOs but the effectiveness of achieving these outcomes. Also, it was noted that 9 of the 10 reaffirmed colleges have follow up reports. Perhaps this is just the new type of warning.
- **PFC Equipment List**
- A subcommittee of PFC met throughout November and December to determine how to spend approximately $425,000. Their focus has been on AV items. After multiple rounds of quotes from vendors, things are going to be reevaluated. The newest estimates are far more than the last ones.
- **Copy Center/Book Store – Timothy Connell**
- The administration is aware of the issues in the copy center and they are taking steps to resolve the problems. The college is reviewing the process for turning work in at the print shop and for completing the work. They anticipate a modified process. A meeting that includes all constituency groups including bookstore representatives will be scheduled in the near future. Furthermore, they hope to implement an electronic submission system. The hope is to have a new process in March.
    - MOTION FROM EXEC: Recognizing that printed materials such as course packets, lab manuals, and other course materials purchased from the Bookstore with textbooks, syllabi, and other professor-generated papers must be available when needed, the Academic Senate requests that the Vice-President of Finance and Business install procedures to ensure the timely availability of the course materials.
    - Motion passed unanimously
- **State Budget presentation: A Wetsman**
    - Senators were given information on the current status of the state budget and specifics about where our state spends money. There was money for growth this year as well.
- **Senate Elections**
    - The Senate Parliamentarian informed the Senate that divisions that have senators coming off their terms need to elect new representatives. See the Senate website for an up to date roster.

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- Nominations for Senate officers will occur at the first meeting in March with elections at the second meeting in March. At the election meeting, according to by-laws, Senators need to be present to vote. Senators can ask for a paper ballot one week in advance if they won't be there. Office positions are: President, 1st Vice President, 2nd Vice President, Secretary, Parliamentarian, and ASCCC Representative.

- **Fellow of the College**
  - This is an award given by the District to recognize people that have made extensive service to the college. Traditionally, the Senate forwards a nominee. F Cummings nominated K Koos. A Brown nominated Dale Harvey: Bio Sketches need to be prepared and sent to the Senate President in prior to the next meeting. Other nominations are welcome.
- **Distinguished Faculty Award**
  - The 1st VP announced that this is an award for faculty honoring other faculty. The campus wide e-mail announcement will go out this week.
- **2015-16 class schedule update**
  - The schedule is now live. Faculty are assigned courses in some situations far in advance. Discussion occurred regarding possible issues with have PT faculty names assigned to classes so far in advance.
  - MOTION: (R Bethel, 2nd M Javanmard): The Senate urges the President to communicate with the VPAA that division deans make sure that PT faculty names not appear on the published tentative schedules.
  - Motion passed unanimously

IV. Unfinished Business

- **Baccalaureate Program**
  - It is in the interest of the Senate to remind the Board and administration that this is an academic issue that requires Senate input and approval.
  - MOTION FROM EXEC: In that section 53200 of Title 5 of the Administrative Code of California (commonly referred to as the 10+1) assigns responsibility of academic and professional matters, including curriculum, degree requirements, and educational program development, to the faculty, the Academic Senate reiterates its duty to review the issues and impacts of new programs, including any Baccalaureate programs and to approve said programs.
  - Motion passed unanimously.

V. New Business

- **BP 4030 Academic Freedom**
  - At the January 20 Board of Trustees meeting, the BP was reviewed. The Board had very little substantive changes.
  - MOTION (R Bethel, seconded by S Koelle): The Academic Senate accepts the proposed version of BP 4030.
  - Motion passed unanimously.
- **Academic Rank**
  - MOTION by J Frala (seconded by S Lynch) to approve the following changes in academic rank:
    - Eugene Blackmun: Professor
    - Jeronimo Ribaya: Associate Professor
    - Michelle Bean Associate Professor
    - Ted Preston Professor
    - Jeannie Liu Assistant Professor

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- Jodi Senk Professor
  - Motion Passed Unanimously

VI. Committee Reports

Curriculum: Curricunet is uploading our outlines into the program. It is unclear when it will be fully functional.
FLEX/ Staff Development: This Thursday from 4:30-6:30 is the faculty orientation for our new FT faculty. 20+ people will be there. There is a workshop at Cerritos College on Open Educational Resources; RHC Faculty are invited.
IEC: The committee is looking at the ACCJC recommendations that apply to planning. Also, the Leadership retreat is 4/17.
ITC: The committee has its first meeting today.
Distance Education: The committee wants to get the next two parts of the certification out in March. Faculty are encouraged to talk to DE committee members to discuss regular and substantive contact and how the committee should proceed on this issue.
Program Review: Review meetings and executive summaries are finished and uploaded. Programs can respond to the summaries now in PlanBuilder.
SLOs: The committee plans to address the ACCJC recommendations. The academic recommendations include:

1. Continue to fully incorporate program, GE and course SLOs.
2. Faculty need to enter SLO data each year. Faculty need to make sure they rotate which SLOs are active. SLOs should be active at least one year each program review cycle.
3. SLOs need to be in syllabi. Deans are collecting syllabi to double check.
4. SLOs need to be developed for non-credit and Continuing Education courses.

The other recommendation is more of a union issue as it may involve negotiable items. ACCJC says that adjunct faculty must do SLOs and that tenured faculty must have SLOs in their evaluation process. Also, the ACCJC recommendation is that "effectiveness in producing those outcomes" must be a component of FT faculty evaluation.

VII. Announcements

K Pudelko: RHCFA meeting this Thursday. The union is working with CCA/CTA to deal with the SLOs recommendations. Also, T shirts orders should be placed by Thursday. CCA conference is this week as well.
There is a magic show this weekend.

VIII. Public Comment

IX. Adjournment

Meeting was adjourned at 2:12.