



Academic Senate 2015-16

MINUTES

May 17, 2016

Board Room

1:00 p.m.

Present: Robin Babou, Ryan Bronkar, Michelle Bean, Robert Bethel, Fran Cummings, Marie Eckstrom, Cameron English, Juan Fernandez, Raquel Flores-Olson, John Frala, Theresa Freije, Sergio Guzman, Kathleen Hannah, Yuniar Hernandez, Mike Javanmard, George Kimber, Sheila Lynch, Jim Matthis, Carley Mitchell, Juana Mora, Katie O'Brien, Tyler Okamoto, Aimee Ortiz, Dorali Pichardo-Diaz, Shelly Poetter, Kathy Pudelko, Rudy Rios, Kevin Smith, Shelly Spencer, Adam Wetsman, Jon Whitford, Mariano Zaro Guest: Elizabeth Ramirez, Tep Thoeurb

I. **Call to Order:** 1:05 p.m.

II. **Approval of Minutes:** April 19, 2016 minutes approved with no corrections.

II. **President's Report**

- A. Pizza
- B. Graduation next week
- C. Commendations—President presented Certificates of Recognition to Kevin Smith and John Frala for their service as Senate Executive members
- D. Senate Executive Responsibilities List—discussed in Senate Executive meeting and to be assigned by president at start of new school year
- E. Announcement—Dr. Vann Priest accepted as Dean of Math and Sciences
- F. New Course Scheduler will be added to Banner for students to access course info on a mobile phone app. Students can benefit from students requesting courses prior to registration to assist the College in opening classes as needed. Anticipated to run for Fall 2016.

IV. **Unfinished Business:** None

V. **New Business**

- A. **New Senators**—President passed out current Senate Membership list to senior Senators for review and updating; president introduced and welcomed Dorali and Mike as new Senate Executive members
- B. **Bylaws**—Second Reading (see Addendum A attached)
Executive Motion: To accept for 2nd reading the proposed changes to the Academic Senate bylaws (Motion passed unanimously)
- C. **Art Faculty Service Area** (see Addendum B attached)
Executive Motion: To accept the submitted equivalency statement for minimum qualifications in the discipline of Art History (Motion passed unanimously)
- D. **Senate Degree Recommendation:** It is the recommendation of the faculty of Rio Hondo College that all students who have completed the requirements for a degree at Rio Hondo College be conferred that degree with all rights, privileges, and responsibilities thereunto appertaining.
Motion: To accept the degree recommendation (Motioned by Shelia Lynch; seconded by Jon Frala; motion passed unanimously)
- E. **Multiple Measures**
 - 1. Reading faculty presented the MMP Reading Rubrics (see Addendum C attached) recommended by the Chancellor's Office.



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2. Approximately 1,000 students were placed using a table (page 6) not approved by the Reading Department. Reading Department recommends the use of the table on page 7 as the appropriate rule set.
3. **Motion:** The Academic Senate 10+1 requires mutual agreement for standards and policies regarding student preparation and success; therefore, the Academic Senate directs the Academic Senate President to work with Student Services, Academic Affairs, and the Reading Department faculty to implement appropriate, consistent, and valid multiples measures for reading placement for student success and accurate data collection. The Academic Senate President shall report back to the Academic Senate in Fall 2016. (Motioned by Adam Wetsman; seconded by Mike Javanmard; motion passed unanimously)

VI. **Committee Reports**

- A. Academic Rank—no report
- B. Basic Skills—RHC is interviewing for a new Basic Skills coordinator; if you are interested, please apply
- C. Bookstore—To start their move top new location soon; remodel done in December.
- D. Curriculum—Welcome to Ryan Bronkar, new Curriculum Chair
- E. FLEX/Staff Development—Still a little bit of money to spend by June 30 for low cost grants.
- F. ITC—no report
- G. SLOs—Workshop this Thursday in SS305 for those who need help entering SLO data. TK20 implemented in the fall. Assessment Reports should be completed and submitted soon.
- H. Student Equity—applied for an additional \$200,000, and it was recently awarded. There are four RHC programs that were not funded on the last request that will now be funded. If there are any other projects, please forward your ideas to your dean, who were asked to submit proposals for additional funds.
- I. OEC—Faculty teaching online will now have to complete a Peer Review component to verify regular and effective communication. Most likely to be completed by trained OEC committee members. Canvas shells will be available in June.
- J. IEC—no report
- K. Program Review—no report
- L. Safety—no report
- M. MIS/Enterprise—meeting tomorrow

VII. **Announcements**

- A. Grab and Go—get the word out to students for free food during finals.
- B. Annual Student Art Exhibit starts tomorrow

VIII. **Public Comment** – none

IX. **Adjournment:** 2:10 p.m.



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Addendum A

Proposed Changes to Academic Senate Bylaws – May 2016 Election Procedures

1. Publicity of candidacy, or electioneering, shall be limited to a maximum of ten school days prior to any election for Senate divisional representation or for Senate Executive officers. If the Parliamentarian is a candidate for office, the Senate Executive Committee will select an elections chairperson to coordinate all election activities, including the distribution and acceptance of nominations, the distribution of ballots, and the counting of ballots.

2. Election of new Senators should be completed by the end of February each year. New Senators will take office at the end of the academic year, immediately following graduation. The senior Senator from each Division will facilitate communications between events in the division and the Senate. Newly elected Senators are encouraged to attend Senate meetings during the interim between their election and the time they take office. The senior Senator from each division is responsible for ensuring that the division election takes place and that the names of elected Senators are forwarded to the President of the Senate immediately after the election is held. The senior Senator is also responsible for ensuring a smooth transition for newly elected Senators.

3. Officer elections shall be completed in March each year. New Senate officers will take office at the end of the academic year, immediately following graduation. The Executive Committee will establish timelines for officer elections. Nominations will take place at a Senate meeting and will be open for one week. At least one week prior to the meeting at which nominations take place, the Parliamentarian or designee will distribute information regarding elections and the elections timeline. Voting will be open for one week following the close of nominations.

Voting will be conducted electronically using online survey software. The Parliamentarian (or designee) will email a link for the electronic ballot to each Senator's Rio Hondo College email address one week prior to the last Senate meeting in March. The Parliamentarian (or designee) will create the electronic ballot to include the names of the officer positions, with the candidates listed in randomized order. There will be a form field for "write-in" candidates for each office. Voting will close at noon the day prior to the last Senate meeting in March.

A committee under the general direction of the Parliamentarian (or designee) will tally the results of the electronic vote. No candidate for any office may participate in the tallying of the vote.

Results of the election will be announced at the last Senate meeting in March. In order to be elected to any office, a candidate must receive 50% plus 1 vote of the votes cast for that office.

In the event that no candidate for an office receives the required number of votes, a runoff election shall occur. If there are more than two candidates for an office, none of whom received the required number of votes, a runoff election between the two candidates receiving the most votes will be held at the same meeting the results of the election are announced. The Parliamentarian (or designee) will email an announcement of the runoff election to all Senators prior to the meeting at which the runoff election will be held. The runoff election will be conducted by paper ballot. Senators must be present at



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the runoff election to cast a vote. The results of the runoff election will be announced at the same meeting the runoff election took place.

4. An officer is limited to two consecutive terms in any one office. Officers may be elected to additional non-consecutive terms.
5. The Parliamentarian or designee is responsible for coordinating all elections.
6. In the event of a vacancy in the Executive Committee, the President may call a special election.

Senate Officers and Executive Committee

The officers of the Senate shall be a President, First Vice-President, Second Vice-President, Secretary, and Parliamentarian. Each of these officers shall be duly elected Senators for the term they will be serving. The term of office shall be one year.

Current Academic Senate Bylaws Election Procedures

1. Publicity of candidacy, or electioneering, shall be limited to a maximum of ten school days prior to any election for Senate divisional representation or for Senate Executive officers. If the Parliamentarian is a candidate for office, the Senate Executive Committee will select an elections chairperson to coordinate all election activities, including the distribution and acceptance of nominations, the distribution of ballots, and the counting of ballots.
2. Election of new Senators must be completed at least one week prior to the final Senate meeting of the academic year. New Senators will take office at the end of the academic year, immediately following graduation. The senior Senator from each Division will facilitate communications between events in the division and the Senate. Newly elected Senators are encouraged to attend Senate meetings during the interim between their election and the time they take office. The senior Senator from each division is responsible for ensuring that the division election takes place and that the names of elected Senators are forwarded to the President of the Senate immediately after the election is held. The senior Senator is also responsible for ensuring a smooth transition for newly elected Senators.
3. Officer elections should be completed in March. New Senator officers will take office at the end of the academic year, immediately following graduation. The Executive Committee will establish timelines for officer elections. Nominations will take place at a Senate meeting and will be open for one week. Elections will be held at the following Senate meeting. At least one week prior to the meeting at which nominations take place, the Parliamentarian or designee will distribute information regarding elections and the elections timeline.

Voting will be by paper ballot. Senators may request a ballot up to one week prior to the meeting at which voting is to take place or at the beginning of the election meeting. Ballots must be returned by 1:10 p.m. on the day of the election meeting. Paper ballots will have the names of the officer positions, with the candidates listed in randomized order. There will be a space for write-in candidates for each office.

A committee under the general direction of the Parliamentarian (or designee) will open and count the ballots. No candidate for any office may participate in the counting of ballots.



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Results of the election will be announced at the meeting during which ballots are counted. In order to be elected to any office, a candidate must receive 50% plus 1 vote of the votes cast for that office. In the event that no candidate receives the required number of votes, a runoff election shall occur on the same day as the election meeting. If there are more than two candidates for an office, the runoff election will be between the two candidates receiving the most votes.

4. An officer is limited to two consecutive terms in any one office. Officers may be elected to additional non-consecutive terms.
5. The Parliamentarian or designee is responsible for coordinating all elections.
6. In the event of a vacancy in the Executive Committee, the President may call a special election.

Senate Officers and Executive Committee

The officers of the Senate shall be a President, First Vice-President, Second Vice-President, Secretary, and Parliamentarian. Each of these officers shall be duly elected Senators. The term of office shall be one year.



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Addendum B

Art History

Any of the following shall serve as minimum qualifications for the Faculty Service Area in the discipline above:

1. Master's degree in art history, history of art and architecture, or visual culture/visual studies.
2. A bachelor's degree in art history and Master's degree in history **OR** Master's degree in art with a recorded emphasis or concentration in art history.

Any of the following may serve as equivalencies for the Faculty Service Area in the discipline above:

A Master's degree in fine arts or art **AND ONE** of the following:

- 1) Successful completion of 30 units, in a combination of upper division undergraduate and graduate coursework, at least half of which must be in art history, art theory, art criticism, or history of architecture; **AND** at least half of which must be at the graduate level
- 2) Evidence of eminence in the field as demonstrated by one of the following:
 - a. 5 years professional experience in art museums or art galleries involving research, curating, education, or conservation; **OR**
 - b. extensive evidence of published writings in the field of art history, art theory, or art criticism in widely circulated professional publications



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Addendum C

A Note on the Reading and ESL Decision Rules

The Reading and ESL decision trees in this document were created by first organizing all California Community Colleges into sets that correspond to the different ways in which the respective curricula are realized across the system. Colleges were grouped according to the highest CB21 level of their curriculum. Colleges with transfer-level Reading, for example, are grouped together, and then colleges whose highest Reading levels are at one level below are grouped together etc. Independent sets of decision trees and decision rules were then developed for each subset of colleges, using the same recursive Poisson method as is used to grow English and math trees. There is one set of trees for Direct Matriculants (DMs), another for Non-Direct Matriculants (NDMs), and a third for Non-Direct Matriculants with CST scores (NDMs with CST). In some instances, no trees were grown due to only very few cases being available. For those groups the rule states "placement via test". Reading decision rules have an additional feature of "testing out" because it is typically possible for students to test out of local Reading requirements. To use the following tables, select the set that corresponds to the highest level or "top level" Reading course available at the college of interest.

Reading Decision Rules for Schools with a Top Reading Level of One-Level Below¹

Level	Direct Matriculants (Up through 11th grade)	Non-Direct Matriculants
Test Out	HS 11 GPA ≥ 2.8	HS 12 GPA ≥ 2.5
One-level below	HS 11 GPA ≥ 2.3	HS 12 GPA ≥ 2.0 AND HS 12 English course C+ (or better) HS 12 GPA ≥ 2.0 AND CST ≥ 274
Two-levels below	HS 11 GPA ≥ 1.9	HS 12 GPA ≥ 1.7 AND HS 12 English course D+ (or better)* CST English $\geq 310^*$
Three-levels below	Placement via test	HS 12 GPA $\geq 2.1^*$ CST English $\geq 234^*$
Four-levels below	Everyone else	Everyone else

Note: placement via test = too few cases available to grow decision trees or rules

* Based on a minimum of three years of high school data; to increase sample size, some cases are missing 9th or 10th grade data.

¹ For additional rule sets see [here](#)



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ESL Decision Rules for Schools with a Top ESL Level of One Level Below Transfer²

Level	Direct Matriculants (Up through 11th grade)	Non-Direct Matriculants
One-level below	HS 11 GPA \geq 2.7	HS 12 GPA \geq 2.6
Two-levels below	HS 11 GPA \geq 2.2	HS 12 GPA \geq 2.4
Three-levels below	11 th Grade Remedial or Non-remedial English C+ (or better)	HS 12 GPA \geq 1.5
Four-levels below	Placement via test	Placement via test
Five-levels below	All other ESL students with US high school transcripts	All other ESL students with US high school transcripts

Note: placement via test = too few cases available to grow decision trees or rules

² For additional rule sets see [here](#).