

**Rio Hondo College Academic Senate****Minutes****November 5, 2013****Board Room****1:00 p.m.**

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

**Guests:** Rachel Garcia, David Dawson, Gary VanVoorhis, Mike Javanmard

**Call to Order**

The President called the meeting to order at 1:02 p.m.

**I. Approval of Minutes**

Minutes of the meeting of October 15, 2013 were approved without revision.

**II. President's Report**

- Gary Van Voorhis displayed the new tentative College website and highlighted some of the new design features.
- Brice Harris, the new CCC Chancellor visited the meeting as he was on campus for another meeting; he thanked the Senate for their on-going work.
- The President reported on certain changes to the drop for non-payment protocol. Mention was made of the fact that students may not be fully aware of the rules and that navigating the website may not be easy.
- The President reported on the pending reorganization of Student Services and that the proposed reorganization of Student Services was pulled and will be re-presented next week to PFC. There is a potential conflict as the Senate will not have had time to review the proposal before the Special Board meeting in November.
- The President made special commendation to the members of the ALT for their work on Accreditation.
- The President reported on a meeting he attended as part of the Chancellor Circle Luncheon regarding implementation of SSI, the assumption of adult education into the CC responsibilities, and other matters.
- The Summer Bridge Program was nominated by acclamation for the ASCCC Exemplary Program Award
- The President announced the opening of applications for the Hayward Award. Applications must be in to the President by November 15<sup>th</sup> and will be reviewed. A nomination single individual will be voted on at the next meeting (Nov 19)

### III. New Business

- BP 4020 was reviewed and the Exec Motion  
**The Academic Senate affirms the changes to BP4020 approved on October 15, 2013 which includes striking all of the bullets in Section III except for the last one.**  
was passed without opposition. (see attached)
- BP 2510 was reviewed. F. Cummings moved that the Senate accept the phrase "...participatory/shared..." with a second from Steve Koelle. The motion was passed with one in opposition.  
M. Eckstrom moved that the definition of "participatory/shared governance" be sent back for clarification and proper citation of the original source, V. Priest seconded. The motion was passed without opposition. (see attached)
- D. Reyes, the ASCCC representative reported on the Area C meeting prior to ASCCC Plenary (Nov 7) and highlighted some of the issues to be voted on. She moved that the Senate authorize her to vote in the best interests of the RHC faculty at the upcoming Plenary session, M. Eckstrom seconded. The motion was passed without opposition.
- V. Priest proposed that the Senate establish a Distinguished Faculty Award to be given recognition of outstanding faculty. He moved that the Senate direct the Exec Committee to incorporate this award into a BP, G. Modyman seconded. The motion was approved without opposition.  
There was discussion regarding the nomination process with a call to table which was approved unanimously.

### IV. Committee Reports

A Safety Committee report was submitted.

### VI: Announcements:

None

### VII: Public Comment:

None

### VIII: Adjournment

Meeting was adjourned at 2:15 p.m.

## **BP 4020 – November 5, 2013 Senate Meeting**

*The purpose of this update is to:*

- 1) Provide background information Board Policy 4020; and*
- 2) Reaffirm the changes to the Policy.*

### Background

On October 15, the Academic Senate made recommendations for changes to BP 4020 (Program, Curriculum, and Course Development). Due a miscommunication with the President's office, the correct version was not forwarded to Senate. There were a few missing words in the Senate version. A Senate sub-committee has reviewed the new language and has reaffirmed its recommendation from October 15<sup>th</sup>. The new language is in red on the first page of the attached document. The Senate recommended to remove all but the last bullet point in Section III and the Senate sub-committee has affirmed that recommendation.

### Approval of Changes to BP 4020

The following motion comes from the Senate Executive Committee:

**The Academic Senate affirms the changes to BP 4020 approved on October 15, which includes striking all of the bullets in Section III except for the last one.**

## **BP 2510 – November 5, 2013 Senate Meeting**

*The purpose of this update is to:*

- 3) Provide background information Board Policy 2510; and*
- 4) Provide a recommendation for how to proceed*

### Background

Over the summer, the Board made recommendations relating to BP 2510 (Participation in Local Decision Making). A key recommendation was to substitute the phrase “participatory governance” for “shared governance”. On September 3<sup>rd</sup>, the Senate recommended that the policy use “shared/participatory” governance. After going through PFC, the Board considered the proposal at their October meeting.

The Board suggested that the policy use the phrase “participatory/shared” and that extra language be inserted in to more clearly define what this means. A recommendation should come from the Senate as to how to proceed. A copy of the proposed changes to the BP is attached, with the new language (most notably Section IA) in bold.

### Recommendation for BP 2510

A recommendation from the Senate can take any one of the following forms:

1. Accept the phrase “participatory/shared governance”
2. Reject the phrase “participatory/shared governance”
3. Accept the proposed definition of “participatory/shared governance”
4. Reject the proposed definition of “participatory/shared governance”
5. Suggest new language
6. Any combination of the above
7. Some of recommendation



**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)**