
RIO HONDO COLLEGE ACADEMIC SENATE**Minutes****February 19, 2008****1:00-2:20 p.m.****Board Room**

Present: Frank Accardo, Robin Babou, Robert Bethel, Alyson Cartagena, Theresa Freije, Rebecca Green, Claudia Guerrero, Dale Harvey, Doreen Kaller, Barbara Keith, Matt Koutroulis, Katie Louie, Barbara Mikalson, Katie O'Brien, Catherine Page, Michelle Pilati, Vann Priest, Gil Puga, Beverly Reilly, Lisette Rhi, Melissa Rifino-Juarez, Kendra Seiler, Jodi Senk, Shelly Spencer, Gisela Spieler-Persad, Julius Thomas, Jon Whitford, Fran Cummings (Curriculum)

Guests: Dr. Paul Parnell, Terry Keller, Belen Torres-Gil

I. Call to Order: Academic Senate President Gil Puga convened the meeting at 1:05 p.m.

II. Roll Call.

III. Minutes of February 5, 2008: The minutes were amended and subsequently approved.

IV. President's Report

Faculty Hiring: Discussions with College administrators are on-going. Melissa Rifino-Juarez has joined Claudia Guerrero and Vann Priest in the discussions as advocates for the Senate.

Leadership Evaluation: The Senate may consider establishing an evaluation procedure for administrators (independent of the Office of Human Resources) to gather faculty perspectives on campus leaders. Other community colleges have such a process already in place.

Staffing Committee: President Martinez has proposed a change to the composition of the committees responsible for hiring new faculty (currently the Academic Affairs Subcommittee and the Student Services Subcommittee). The newly-proposed staffing committee would only have four faculty representatives as members. Faculty representatives on Planning Fiscal Council have advocated for the inclusion of one faculty member per division on these committees, a position supported by the members of the Academic Senate.

- V. Guest: Dr. Paul Parnell, Vice President of Academic Affairs
- Dr. Parnell introduced himself to the Academic Senate, and spoke about his leadership philosophy and College goals.
- VI. New Business
- A. Foundation Board
- Terry Keller spoke to the Senate about current events involving the Rio Hondo College Foundation, including the First Annual President's Gala.
- B. Basic Skills
- Katie O'Brien will serve as a liaison between the Academic Senate and the Basic Skills Committee. Discussion ensued regarding appropriate use of funds allocated by the State for basic skills programs.
- VII. Unfinished Business
- A. Forum on Education Master Plan
- The Forum will be held on Thursday February 28 from 2:00-4:00 pm in the Board Room. President Gil Puga emphasized the need for a high faculty participation at this event. Discussion ensued regarding the expected outcomes of this event as well as the degree of faculty collaboration in the creation of EMP documentation.
- VIII. Committee Reports
- A. Curriculum: The effort to assign courses to academic areas is underway. Faculty must update curriculum forms before a certificate program can be established.
- B. Learning Outcomes: Forms for creating assessment plans and rubrics for program-level SLOs have been distributed to faculty by email. These forms are also available on the SLO web site. All programs should have at least one program-level SLO (with rubric) completed by the end of the semester. Collection of assessment data should begin no later than Fall, 2008.
- C. Bookstore: No report.
- D. MIS: No report.
- E. Virtual College: Discussion ensued regarding the timeline for training and migration to the BlackBoard course-management system.

F. FLEX: No report.

G. Academic Rank: Trustees are expected to approve rank advancements at a Board meeting in the near future.

IX. Announcements: None

X. Public Comments: None.

XI. Adjournment: Meeting adjourned at 2:28 p.m.

Puga/Koutroulis