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

Present: Frank Accardo, Lupe Alvarado, Robin Babou, Robert Bethel, Marie Eckstrom, Jennifer Fernandez, Theresa Freije, Rebecca Green, Mike Javanmard, Melissa Rifino Juarez, Barbara Keith, Matt Koutroulis, David Lindy, Mark Littrell, Juana Mora, Katie O'Brien, Catherine Page, Gil Puga, Beverly Reilly, Barbara Salazar, Henry Saucedo, Kendra Seiler, Jody Senk, Lorraine Sfeir,, Shelly Spencer, Julius Thomas, Bianca Urquidi, John Whitford, Jim Zaharek

Guests: Jim Newman, Brian Brutlag

I. Call to Order

- President Reilly called the meeting to order at 1:03 p.m.
- All Senators introduced themselves.
- President Reilly noted the need to check the number of Senate positions within each department

II. Approval of the Minutes

- The minutes of May 13, 2008 and May 20, 2008 were approved as submitted.

III. President's Report

- 10 plus 1. President Reilly reminded the Senators of the "10 plus 1" responsibilities of the Academic Senate and said that we will address one or two in depth at each AS meeting this year. Curriculum is one of the areas under the purview of the Senate. The committee is comprised of representatives from the various departments. As a body, they review, advise, recommend and revise the curriculum documents to ensure their compliance with educational codes. The chair of the committee is elected from the standing committee to serve a two-year term.
- President's Council. The President's Council meets once a month to review the Board of Trustees' agenda. The council is comprised on the President of CSEA, the President of the Faculty Association, the three

Vice-Presidents of the College, the Deans' representative, and the Confidential to the Presidents of the College. The discussion in the last meeting focused on vocational involvement in the community. Currently Rio Hondo has a \$100,000 grant from CAT (a heavy equipment new program) on the agenda for the upcoming Board Meeting. President Martinez also encourages new faculty to attend the Board of Trustees meeting next Wednesday, September 10, 2008, at which he introduce them to the Trustees.

- Enrollment Management. The Senate President attended an enrollment management meeting this past summer. It consisted primarily of managers and classified but was very informative. The meeting focused on demonstrating how the data of strategic planning can be connected to and useful for enrollment management, outreach, retention, and marketing to recruit students. One manager-participant referred to “the magic of the classroom,” which faculty facilitate.

IV. Old Business

- Faculty Hiring Procedure. This is an area that needs to be addressed again during this academic year.
- Accreditation. President Reilly announced that there will be seven members of the Accreditation team visiting Rio Hondo between October 13th and 15th. At this point the team consists entirely of administrators.

V. New Business

- Shared Governance. President Reilly reports that the College administration prefers the term “Participatory Governance.” The Senate has requested a forum from Mark Wade Lieu, President of the Academic Senate of California Community Colleges (ASCCC), and Scott Lay from Community College League of California (CCLC) to address this concern. We are attempting to secure a date in the near future.
- Planning Fiscal Council (PFC). The PFC has 11 faculty members, consisting of the AS Executive Board as well as other appointed faculty. President Reilly reminded the Senate the Program Review summaries and

the Unit Plans go through the PFC. President Martinez is now a member of the PFC. The College Policy governing the positions on PFC does not include the College President. If the President's presence on PFC continues the College Policy governing PFC will have to be amended.

- Assistant Dean Position. The position of Assistant Dean is new to this campus, and there is much discussion concerning its ongoing development. There needs to be clear criteria delineating the duties and responsibilities of the position, with special attention to how this position differs from a Director and a Dean. The Senate asks if there is an established procedure for developing new positions. The Senate is concerned that the creation of more administrative positions will lead to an imbalance of fund distribution according to the 50% rule (that at least 50% of the money from the general fund be spend directly in instruction). It was announced that no one applied for the position of Coordinator of Basic Skills, a 100% release faculty position; therefore, the position was upgraded to Assistant Dean of Educational Partnerships.

MOTION: It was moved that the Academic Senate request clarification on the procedures and processes for the creation and selection of Assistant Deans. Thomas. MSPU

- Committees Under the Academic Senate Purview. President Reilly made a general statement about the importance of the committees under the purview of the Academic Senate. She urged Senators to become more involved, and, in turn, for them to urge the members of their Divisions to participate more in our committees. In addition, the Senate would like to see more consistency within the committees, specifically with respect to the coordinator position of each committee. It was suggested that all coordinator positions under the auspices of the Senate be limited to a two-year term. After that time the incumbent may, if she wishes, reapply for the position. Discussion ensued, and it was decided that more discussion

at a later time would be appropriate. This issue will be explored in the future.

VI. Committee Reports

- A. Curriculum. Robert Bethel reports that Charlie McFarland will be the full-time faculty contact for the Curriculum Committee; Jeanette Noriega will be the technical assistant.
- B. Bookstore. Lorraine Sfeir reports there were a handful of bookstore issues during the first week of the fall semester. The major complaint is that there are insufficient numbers of books on the shelves.
- C. FLEX. Katie O'Brien reports that the FLEX Office has moved to the second floor of the Library Building. It is located just outside the doors to the library.
- D. MIS. There are no current Senators on the MIS committee. The Senate will ask a faculty member on the MIS committee to deliver their report to the Senate.
- E. SLOs. Matt Koutroulis will continue as SLO Coordinator through the end of the fall semester. The SLO committee meets the second Thursday of the month.
- F. Virtual College. Jim Newman reports that the number of classes offered by the Virtual College is increasing.

VI. Announcements

- The Rio Hondo Faculty Association will sponsor a Happy Hour at Camacho's restaurant on Thursday, September 18, 2008 from 4:00 to 8:00 p.m.
- The Accreditation Steering Committee will be offering workshops to disseminate information, discuss, and respond to questions about Rio Hondo's upcoming Accreditation visit.

VII. Public Comment

No public comment.

Adjournment

President Reilly adjourned the meeting at 2:25 p.m.

Reilly/Eckstrom

Next meeting on Tuesday, September 16, 2008 in the Board Room.