I. **Call to Order**

II. **Approval of Minutes:** September 18, 2018

III. **Public Comment** – Persons wishing to address the Academic Senate on any item on the agenda or comment on any other matter are allowed three minutes per topic. Pursuant to the Brown Act, the Academic Senate cannot discuss or take action on items not listed on the agenda. Matters brought before the Academic Senate that are not on the agenda may, at the Senate’s discretion, be referred to the Senate Executive Council or placed on the next agenda.

IV. **President’s Report**

A. RoadRunner Connect—BEAPS closed Oct 1 at 8:00 a.m.
B. Bundled services in Rio Source Room: CalFresh, housing referrals, food pantry (Shaina Phillips is contact person with CCCCO): [http://www.riohondo.edu/riosource/food-pantry/](http://www.riohondo.edu/riosource/food-pantry/)
C. Rio Source for all social services in community: [http://www.riohondo.edu/riosource/](http://www.riohondo.edu/riosource/)
D. Program Review List—see Addendum B
E. Funding Formula Taskforce: 3 Webinars Available
F. Guided Pathways Forum—Thank you to Randy Bean and Matt Mangoba
G. ASCCC Awards
   1. Exemplary Award: November 5, 2018 (Theme: Environmental Responsibility)
   2. Hayward Award: December 17, 2018
   3. Diversity Award: February 11, 2019

V. **Vice Presidents’ Reports**

A. 1st Vice President
B. 2nd Vice President

VI. **Unfinished Business**

A. **Academic Rank**
   1. **Executive Motion: Academic Rank Form as amended on 9-14-18**
      To approve the committee-recommended updated form (see Addendum A), with the addition of “your division’s criteria for significant prominence in your field of expertise”

VII. **New Business**

A. **Homeland Security Disciplines List Proposal to ASCCC** (see Addendum C)

VIII. **Committee Reports**

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IX. **Announcements**

X. **Adjournment**
Addendum A:

Application for Academic Rank

Name: ___________________________ Date: _________________

I am applying for the Academic Rank of (Please check one)
☐ Assistant Professor ☐ Associate Professor ☐ Professor

A. I have earned these degrees:
   From: ____________________ Confer Date: ____________
   From: ____________________ Confer Date: ____________
   From: ____________________ Confer Date: ____________

B. I am currently a Rio Hondo College ☐ Full-Time Instructor ☐ Part-Time Instructor

C. Semester units beyond most advanced earned degree:
   Number of upper-division semester units earned beyond BA/BS: ____________
   Number of upper-division semester units earned beyond MA/MS: ____________

D. 1. Full-Time Teaching Experience in Years: (Accumulated part-time teaching may not be included for any full-time instructor)
   At Rio Hondo College: ____________ years
   At other college(s): ____________ years
   At a high school: ____________ years
   For Part-Instructors Only
   2. Part-Time Teaching Experience in Years:
   At Rio Hondo College: ____________ years
   At other college(s): ____________ years

E. Credentials Held:

F. Rank held at another college:
   Rank / College / Location / Date ____________ / ____________ / ____________ / ____________

G. My current approved Academic Rank is (Please check one)
   ☐ Instructor ☐ Assistant Professor ☐ Associate Professor Since academic year ____________

H. Significant Prominence: If applying for rank advancement under significant prominence criteria, please attach evidence of significant prominence in the field of expertise as determined by each division 1, which includes “professional achievement” to be considered for substitution of college units and evidence of “contributions to the College” to be considered for substitution of full-time teaching experience. 2 In providing any evidence, please indicate your role, responsibilities, as well as starting and ending dates.

I. Certification: “I certify that the above information is true and correct.”

_________________________ ___________________________ / ____________
Signature Printed Name Date

Petition for: ___________________________ Rank Approved: __________________

Verified by Human Resources: Date ___________________________ / ____________
   Signature Human Resources Representative

Academic Senate Approval: Date ___________________________ / ____________
   Signature Senate President Recommended for ___________________________

Board approval: Date __/ / ____________
   Signature Superintendent/President

Board Approval Date ____________

1 If such criterion is available. Please refer to your division records or dean for any established determinations for prominence as noted in Board Policy 4245.
2 Please refer to Board Policy 4245 for a detailed explanation (found on the Rio Hondo College website http://www.richondo.edu/academic-senate/academic-rank-committee)

Rev: 9/2018
### Areas, Units, Programs (and Managers)

**Academic Affairs** – Ramirez, Laura

- Arts & Cultural Programs – Lissell, Grant
  - Animation – Deverson, David
  - Art History – Lynch, Sheila
  - Arts – Brown, Ada
  - Graphic Design – Gardner, Alexander
  - Music – Livingston, Iannine
  - Photography – Hansen, Chris
  - Theatre – Koff, William

- Behavioral and Social Sciences – Green, Rebecca
  - Anthropology – Watman, Adam
  - Chicano/a Studies – Moro, Juana
  - Child Development/Center/Lab School – Gethers, Shiretha
  - Child Development/Early Education – Lynch, Kelly
  - Economics – Javannard, Mike
  - History – Valdivia, Ima
  - Human Services/Drug Studies – Barmen, Kevin
  - Humanities – Gonzalez, Hector
  - Philosophy – Prestons, Ted
  - Political Science – Young, Colin
  - Psychology – Pajot, Varnon
  - Sociology – Juen, Melissa
  - Study Abroad – Netsman, Adam

**Business** – Rudke, Gita

- Accounting – Cha, Janet
- Business Management – Blackmun, Eugene
- Computer Information Technology Systems – Rios, Rodolfo

**Career Technical Education** – Slavich, Mike

- ACEDD – Halverson, Gary
- Auto Tech & ATT Center – Fraile, John
- Automotive Technology Baccalaureate Degree – Tonnery, Steve
- CTE Transitions – Remo, Claudia
- Electronics – Lindsy, David
- Geographic Information Systems – Roberts, Warren
- Heavy Equipment Maintenance – Dornen, Meario
- Hospitality – 18D
- Welding – Tonnery, Steve

**Communications & Languages** – Macon, Alice

- English & Literature – Edstrom, Marie
- English as a New Language (ENLA) – Okamoto, Tyler
- Languages – Liaranza, Lydia
- Learning Assistance Center – Mata, Moses
- Mass Communications – Carrara, Wandy

**Reading & Vocabulary** – Slinkier, Wells

- Speech – Alonso, Lisette

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**Addendum B:**

**INSTITUTIONAL RESEARCH AND PLANNING**

**2019-2020 PLANNING PROCESS**

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August 16, 2018
INSTITUTIONAL RESEARCH AND PLANNING

2019-2020 PLANNING PROCESS

Grant Development and Management - Brehm, Michaela
Grant Development and Management - Brehm, Michaela

Health Sciences - Page, Catherine
  Associate Degree Nursing (ADN) Program - Tang, Suzanne
  Entry Level Nursing - Cheung, Angela
  Orthopedic Technology - Pomerault, Frank
  Nutrition - TBD
  Vocational Nursing Program (LVN) - TBD

Honors Transfer Program - Juarez, Melissa
Honors Transfer Program - Juarez, Melissa

Instructional Operations - Slavich, Mike
  Instructional Operations - Slavich, Mike

Kinesiology, Dance & Athletics - Hebert, Steve
  Athletics - Urquidi, Bianca
  Dance - Cartagena, Alyson
  Kinesiology - Smith, Stephen

Library & Instructional Support - Linsell, Grant
  Library - Linsell, Grant
  Student Success and Retention - Selezar, Barbara PR

Mathematics, Sciences & Engineering - Priest, Vann
  Astronomy - Rhee, Joseph
  Biology Majors - Keller, Terry
  Chemistry - Leung, Allen
  Environmental Technology/Science - Cummings, Fran
  Geography - Windes, Armine
  Geology - Forrest, Michael
  Math - English, Cameron PR
  Mesa Program - Spieler, Gisella
  Physics and Engineering - Vaca, Chris
  Pre-Health Science - Ribaya, Jay & Spencer, Shelly

Office of Online Education - Senk, Jodi
  Office of Online Education - Senk, Jodi

Public Safety - Yokoyama, Mark
  Administration of Justice - Newman, Jim
  Fire Technology - Rickman, Tracy
  Homeland Security - Flores, Vignacio

Finance & Business - Liguori, Yulian

Contract Management & Vendor Services - Sarao, Felix
  Bookstore - Bookstore, Rio
  Contract Management - Sarao, Felix
  Duplicating & Printing - Sarao, Felix
  Food Service - Sarao, Felix
  Mailroom - Sarao, Felix PR
  Warehouse - Sarao, Felix

August 16, 2018
INSTITUTIONAL RESEARCH AND PLANNING
2019-2020 PLANNING PROCESS

Facilities - Johnson, Felicia
  Custodial - Lopez, George
  Grounds - Johnson, Felicia PR
  Maintenance & Operations - Johnson, Felicia PR
  Risk Management and Emergency Preparedness - Johnson, Felicia
  Safety & Security - Johnson, Felicia

Finance & Accounting - Kibui, Stephen
  Accounts Payable - Kibui, Stephen
  Budget Development & Control - Assmy, Mohamed
  College Cashier & AR - Unaza, Susan
  General Accounting - Unaza, Susan PR
  Grant Finance - Unaza, Susan
  Payroll - Kibui, Stephen

Information & Technology Services - Van Voorhis, Gary
  Audio Visual Support - Monteros, Carlos
  Desktop Services, Training, and Support - Osema, Paul
  Network/Infrastructure Support - Vuong, Van PR
  Software Support - Wu, Edward

President - Dreyfuss, Teresa
  Continuing Education/Contract Education - Emerson Yolanda
    Continuing Education - Emerson, Yolanda
    Contract Education - Emerson, Yolanda

Educational Centers - Emerson, Yolanda
  El Monte Education Center (EMEC) - Emerson, Yolanda
  Ran Riviera Education Center - Emerson, Yolanda
  South Whittier Education Center (SWeC) - Emerson, Yolanda

Government and Community Relations - Castaneda-Callelos, Russell
  Government and Community Relations - Castaneda-Callelos, Russell PR

Human Resources - Nashua, Loy
  Equal Employment Opportunity - Nashua, Loy
  Human Resources - Nashua, Loy
  Staff Development - O'Brien, Katie

Institutional Research & Planning - Rocha, Cecilia (Acting Dean)
  Research & Planning - Sass, James

Marketing & Communications - Ratzano, Ruthia

Student Services - Gee, Henry

Admissions & Records - Unger, Leigh Ann
  Admissions & Records - Unger, Leigh Ann PR

Counseling and Student Equity - Chavez, Lisa (Interim Dean)
  Center for Career and Re-Entry Services - Waugh, Christine
  Counseling - Richards, Dorall

August 16, 2018
INSTITUTIONAL RESEARCH AND PLANNING
2019-2020 PLANNING PROCESS

Counseling Center - Riveras, Mary
Pathway to Law School - Martinez, Angelica
Puente - Molina, Jorge
Transfer Center - Lara, Jodey FR

Student Affairs - Kirkwood, Alicia (Interim Dean)
CalWORKS - Ramirez, Michelle
DSRS - Manui, Mark
FOPS - Griffiths, Heba
Foster/Kinship Care Education - Lopez, Deborah
Guardian Scholars - Saeza, Marisela
PAIS Programs - TBD
Student Health & Psychological Services - Sanchez, Denna
Student Life and Leadership - Phillips, Staina

Student Success - Castro, Melba
Assessment - Gee, Henry
CARDSAP - Escobar, Vidal
Financial Aid - Guereza-Sandoval, Yvonne
First Year Success Center - De Leon, Maribel
Outreach & Educational Partnerships - Sotelo, Angela
Veterans Services - Castaneda, Avel FR

August 16, 2018
Addendum C: Homeland Security Proposal to ASCCC

REVISIONS TO DISCIPLINES LIST FORM

DATE SUBMITTED: September 22, 2018

DISCIPLINES LIST TITLE: Homeland Security

This proposal is for a

☑ New discipline
☐ Revision to existing discipline

Reason for the proposal

☑ Create a new discipline
☐ Update language in existing discipline to reflect new terminology
☐ Make minimum qualifications in existing discipline more restrictive
☐ Make minimum qualifications in existing discipline less restrictive

PROPOSAL LANGUAGE: (If this is an existing minimum qualification, please include the original language and change using strikeouts and *italics*).

The study of Homeland Security in California Community Colleges requires the recognition of a separate discipline to allow Homeland Security programs to be aligned across the state while being competitive with like programs in the public and private sectors of higher education.

PROPOSAL EVIDENCE:

Any Disciplines List proposal must have the following evidence, which is essential because it provides the rationale about why the change is needed as well as inform the field that the research has been completed to ensure that the change is necessary. A lack of documentation about the need of Discipline List Revision may cause the proposal to be delayed or rejected by the Executive Committee. Please use the following check list to ensure all you have conducted all necessary research.

1. Background on History of Homeland Security as a Separate Discipline
   a. The discipline of Homeland Security has developed into a field of study in higher education that requires its own status as a separate discipline. Currently, Homeland Security courses fall into several Taxonomy of Program (TOP) codes, the most applicable of which is “2199.00 – Other Public and Protective Services, Specify (includes all emerging occupations)”.

   Homeland Security courses have also fallen under TOP Code 2105.00 Administration of Justice, TOP Code 2105.30 Industrial and Transportation Security.

   b. Since the creation of the Department of Homeland Security in 2002, institutions of higher education have developed a separate discipline to meet the needs of the emerging academic and professional careers that make up the Homeland Security Enterprise. Leading the way in Homeland Security Education was the joint effort by the Department of Homeland Security, the Federal Emergency Management Agency (FEMA), and the Naval Post Graduate School in Monterey California in their Center for Homeland Defense and Security (CHDS) organization. Due to the importance of

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addressing all hazards to the United States, the academic discipline of Homeland Security began at the masters level of education followed by doctoral programs and finally associate level programs.

c. In order to align high-quality academic Homeland Security programs across the United States, the CHDS established the University and Agency Partnership Initiative (UAPI) to make available curriculum, a Homeland Security Digital Library, and other resources, as well as creating a professional forum that brings together academicians, professionals, and academic-practitioners to further the study and practice of Homeland Security as an educational field.

d. The discipline of Homeland Security covers many independent academic disciplines and professions that fall under the Homeland Security Enterprise—the collaborative effort of multiple disciplines, professions, and individuals coming together to protect the nation. Most graduate level programs in Homeland Security approach their curriculum from an interdisciplinary approach that includes disciplines such as Homeland Security, Political Science, Philosophy, Emergency Management, Disaster Management, STEM, Psychology, Social Science, Public Policy, Health Science, Statistics, Anthropology, and Cybersecurity to name a few of the interrelated disciplines.


f. There are also several other California Community Colleges that offer individual courses in Homeland Security, Emergency Management, Risk Management, or related courses.

g. This proposed list to the Discipline List considers the topic of Cybersecurity as part of the Homeland Security curriculum, even though it recognizes that Cybersecurity is a separate discipline on its own. An example of this disciplinary relationship is in current curriculum proposed at Rio Hondo College for the course entitled HMLD 205 Cybersecurity: Policy and Practice, which will meet the degree requirements for both the AS in Homeland Security and the AS in Cybersecurity.

2. Contact with an associated professional organization to determine support of proposal.

a. While developing the Homeland Security Degree program at Rio Hondo College, the program coordinators formed an Advisory Committee that supported the creation of the Homeland Security degree and program. Members of the Advisory Committee were comprised of officers from the Department of Homeland Security, law enforcement, and fire services. There were also members from the emergency medical services, and academicians from public safety disciplines. A copy of the minutes is attached to this proposal (Enclosure 1).

b. Rio Hondo College has been in discussions with key faculty at Citrus College and Coastline Community College about their respective Homeland Security/Emergency Management programs; these directors/coordinators are in support this proposal.

c. The California Chancellor’s Office Public Safety Education Advisory Committee (PSEAC) has also been approached to obtain their support for this proposal. The PSEAC is formed from faculty members from various colleges throughout the state that have public safety programs.

3. Evidence of a degree within the proposed new discipline.
a. Rio Hondo College has an approved Associate of Science in Homeland Security and a Certificate of Achievement in Homeland Security under TOP Code 2199.00 that would be affected by this change. For a list of current classes in these programs please see page 327 in the current Rio Hondo College catalog.

b. List of the titles of the degrees and programs to document the need for a new discipline using the below criteria:

- Minimum of three degrees:
  - Rio Hondo College Associate of Science in Homeland Security
  - Citrus College Associate of Science in Emergency Management and Homeland Security
  - Coastline Community College Associate of Science in Emergency Management/Homeland Security

- Regionally accredited institutions with Homeland Security programs are best represented by the following lists that include public institutions in California:
  - FEMA Emergency Management Institute’s, College list of Colleges, Universities and Institutions Offering Emergency Management Courses
  - CHDS UAPI Partner List
  - California Community Colleges with Homeland Security related courses as part of an Associate Degree program:
    - Cerritos College, Citrus College, Coastline Community College, De Anza College, El Camino College, Grossmont College, Palomar College, Sacramento City College, Rio Hondo College, San Joaquin Valley College

- California Public Universities with Homeland Security related courses as part of a Bachelor’s Degree program:
  - Fresno State University (in final process of curriculum process): Homeland Security Certificate of Advanced Study
  - California State University, Bakersfield: BS in Global Intelligence and National Security
  - Naval Post Graduate School

- California Public Universities with Homeland Security related courses as part of a Master’s Degree program:
  - California State University, Long Beach: MS in Emergency Services Administration
  - San Diego State University: MS in Homeland Security
  - California State University, San Bernardino: National Security Studies
  - Naval Postgraduate School: Master’s in Homeland Security

- List of Colleges and Universities with Homeland Security and Emergency Management programs as compiled by FEMA:
  - Emergency Management Programs
    - Doctoral Level
    - Masters Level
    - Masters Certificate, Specialization, Concentration, Track
    - Bachelor Degrees
    - Bachelor-Level Concentrations, Minors
    - Associate Level
Stand Alone Certificate Programs
One or More Courses

- Homeland Security Programs
  - Doctoral Level
  - Masters Level
  - Masters Certificate, Specialization, Concentration, Track
  - Bachelor Degrees
  - Bachelor Level Concentrations, Minors
  - Associate
  - Certificates/Diplomas

4. Statewide Need for to Support a Homeland Security Degree

a. California public educational institutions have lagged behind in developing and presenting Homeland Security as an academic discipline. The evidence of the importance of Homeland Security as a separate discipline is shown in the California Community Chancellor’s Office Public Safety Education Advisory Committee (PSEAC) presentation that shows Homeland Security as the fastest rising discipline in public safety. The employment opportunities highlighted in this presentation, as well as federal and state labor statistics, call for a concentrated and aligned effort to bestow on Homeland Security the recognition of a stand-alone discipline outside the current association with available TOP codes (Enclosure 2).

b. The most significant call for supporting this proposal is the recent increase in submissions for approval of degree and certificate programs in Homeland Security and Emergency Management within the California Community College system across districts.

c. Recognition as a separate academic discipline will also facilitate the data collection for future labor market needs and transfer to fields of study at the bachelor’s and master’s level of study.

5. Impact of this Proposal Across the State

a. This proposal has high expectations to have a positive effect on the discipline of Homeland Security. Not only will programs across the California Community College System be aligned, providing for better data collection and drive in the proposed discipline as a field of study unique to Homeland Security, it will also add to the professionalism of the instructional staff teaching in the discipline.

b. The associated proposed Minimum Qualifications (MQ) for the Homeland Security discipline from Rio Hondo College will ensure the best and most qualified instructors teach the students within the California Community College System (Enclosure 3). With a top-down approach to the development of Homeland Security as an academic discipline throughout the nation, there is a drive to ensure that those teaching Homeland Security have the requisite knowledge to instruct in governmental policies, organizations, and legal issues that are unique to Homeland Security. Homeland Security instructors require academic preparation and experience to emphasize the components of social scientific inquiry that would make it appropriate for linking the associate level instruction to bachelor, master, and doctoral levels of study.

c. A negative effect of approving this proposed Discipline List change would be in individual colleges realigning their current TOP Codes to a specific Homeland Security TOP Code and associated MQ.
6. Evidence in Changes to the Public Safety Disciplines that Support this Proposal

a. The field of Homeland Security has changed significantly from the early knee-jerk reactions to create an academic discipline to parallel national efforts to create an identity for the Department of Homeland Security, its mission areas and the related academic disciplines that brushed the borders of the current academic discipline of Homeland Security. While it is easy to recognize the broad umbrella of public safety, it is time to separate Homeland Security from the other public safety fields of the Administration of Justice, Fire Technology, and Emergency Medical Services. As we near two decades of Homeland Security shaping our daily lives, it is time to acknowledge this social topic as a separate and unique academic discipline.

7. Proposed Rationale to be Included in Public Documents

a. Homeland Security as a social concept has changed the American way of life since the Terrorist Attacks of September 11, 2001. Since this event, a new cabinet level department was created—the department of Homeland Security—to address the threats and hazards to the nation. Paralleling the national efforts to operationalize Homeland Security as a professional industry was the development of academic programs to educate and train individuals in the new and merging career fields that make up the Homeland Security Enterprise. Recognized by industry and academic leaders, the call for Homeland Security education needs to be answered by a community of Homeland Security experts in a unique academic discipline. While Homeland Security is often approached from an inter- or multidisciplinary approach in educational programs, there is a consistent thread containing the unique nature and requirements of Homeland Security to be a separate discipline outside other public safety related disciplines.

SUBMISSION

Once a proposal is received by the Senate Office, it is reviewed by staff to ensure that all the information is complete and includes the revision, contact information, appropriate signatures and rationale. The Senate Office will also check to ensure that the proposal has not previously been considered and rejected by the delegates at a plenary session or, if it has, it is supported by a new rationale. The proposal is then sent to the S&P Chair to review the Senate Office information and to ensure that the proposal meets the initial requirements of the Disciplines List review process as well as to verify that the proposal is not being submitted to deal with a district-specific problem that does not apply broadly. If there are any concerns with the proposal, the S&P Chair, working with the S&P Committee, will immediately follow up with the initiator.

The contact person (or a designee) will be required to attend hearings where the proposal is presented. These hearings are typically held at the ASCCC plenary sessions. It should be noted that the contact person is responsible for investigating and documenting the need for changes to the Discipline List.

Please reference the Disciplines List Handbook for information about the process including the role of the initiator, the Standards and Practices Committee, the Executive Committee, and the delegates. This handbook can be found on our website at http://asccc.org/disciplines-list.

Contact person (author of proposal)  Dr. Ygnacio “Nash” Flores, Rio Hondo College
Phone number (please provide at least two numbers)  (W) 562-463-7733 (C) 858-882-7121
Email  yflores@riohondo.edu

Seconder (must be from another District) Dr. Kevin C. Sampson, Coastline Community College
Phone number (please provide at least two numbers)  (714) 331-2391 / (714) 992-7591
Email  ksampson@coastline.edu