



Academic Senate 2018/19

Agenda

May 14, 2019

Location: Board Room

1:00 p.m.

- I. **Lunch:** Spaghetti
- II. **Call to Order**
- III. **Approval of Minutes:** May 7, 2019
- IV. **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.*
- V. **Presentation:** Honoring Superintendent/President Teresa Dreyfuss
- VI. **President’s Report**
 - A. Graduation and Finals Flexibility Reminder
 - B. Area C Meeting at Rio Hondo College: October 12, 2019
 - C. Board of Trustees Sends Appreciation of Faculty
 - D. Appreciation to All Senators and Shouts Outs to Executive Members
- VII. **Vice Presidents’ Reports**
 - A. 1st Vice President
 - B. 2nd Vice President
- VIII. **Unfinished Business:** None
- IX. **New Business**
 - A. **Resolution Honoring Teresa Dreyfuss**—see Appendix A
 - B. **Conferring of Degrees**

Executive Motion: The Academic Senate, on behalf of the faculty of Rio Hondo College, recommend that students who have completed the requirements for a degree be conferred that degree with all rights, privileges, and responsibilities thereunto appertaining.
 - C. **AP 7211 and Equivalency Form**—see Appendix B
 - D. **Modifications to Equivalencies**—see Appendix C
 - E. **EOPS Concerns**
- X. **Committee Reports**

<u>Senate Committees:</u> <ul style="list-style-type: none">• Academic Rank• Curriculum• Guided Pathways Steering (GPS)	<ul style="list-style-type: none">• Instructional Technology (ITC)• Distance Education (DEC)• Open Educational Resources (OER)	<ul style="list-style-type: none">• Staff Dev./Flex• Outcomes <u>Planning & Fiscal Council Committees:</u> <ul style="list-style-type: none">• Institutional Effectiveness (IEC)
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- Program Review
 - Safety
- Other Committees:
- Basic Skills
 - Bookstore
 - Enterprise Systems Advisory
 - Online Education Initiative (OEI)
 - Student Equity
 - Student Success and Support Program (SSSP)

XI. **Announcements**

XII. **Passing of the Gavel and Adjournment**



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Appendix A:

Resolution Honoring Teresa Dreyfuss

Whereas, Teresa Dreyfuss has worked for Rio Hondo Community College district since 1987 and served as the Rio Hondo College Superintendent/President for six years from July 1, 2013 to June 30, 2019;

Whereas, Teresa Dreyfuss has held numerous leadership positions at Rio Hondo College, working her way up from Senior Accountant to Controller/Business Manager to Chief Financial Officer to Vice President of Finance and Business;

Whereas, Teresa Dreyfuss has been instrumental in guiding the \$250 million facilities construction program, known as Measure A, transforming the aging hilltop campus into a modern institution;

Whereas, Teresa Dreyfuss oversaw the completion of three educational centers providing access for underserved areas of the Rio Hondo College community;

Whereas, Teresa Dreyfuss led the expansion of the Associate Degrees for Transfer from three to 27 in five years;

Whereas, Teresa Dreyfuss participated in numerous commencement ceremonies honoring thousands of students;

Whereas, Teresa Dreyfuss oversaw numerous program developments and industry partnerships, including the award-winning Automotive Technology and TESLA program, the award-winning Pathway to Law School program, the 100% successful job placement Wildland Fire Academy, and the restoration of the rigorous Police Academy, among others;

Whereas, Teresa Dreyfuss launched the Rio Promise in 2017 and expanded it in 2018 to include a second year of free tuition for first-time college students, making Rio Hondo College the first in Los Angeles County to make such a pledge;

Whereas, Teresa Dreyfuss guided the completion of successful WASC/ACCJC accreditation visits and reports, leading to full accreditation;

Whereas, Teresa Dreyfuss engaged in collegial consultation through the process of shared governance as outlined in Assembly Bill 1725;

Whereas, Teresa Dreyfuss has been committed to ensuring that Rio Hondo College remained fiscally strong while focusing on student success; and

Whereas, Teresa Dreyfuss has steadfastly supported the efforts of the Rio Hondo faculty in providing quality services to the students of the Rio Hondo Community College District; now, therefore, be it

Resolved, That the Academic Senate of Rio Hondo College commend Teresa Dreyfuss on her long service and dedication to the District and wish her the best in her retirement.



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Appendix B: Administrative Procedure 7211 and Equivalency Form

RIO HONDO COMMUNITY COLLEGE DISTRICT		Administrative Procedure
MINIMUM QUALIFICATIONS, EQUIVALENCIES, AND FACULTY SERVICE AREAS		AP No. 7211
Board Reviewed:		Page 1 of 3

I. Minimum Qualifications and Equivalencies

Faculty shall meet the minimum qualifications established by the Board of Governors or shall possess qualifications that are at least equivalent to the minimum qualifications set out in the regulations of the Board of Governors.

According to Education Code § 87359 individuals who do not possess the minimum qualifications for service may be hired as faculty members, if they possess "qualifications that are at least equivalent to the minimum qualifications."

Any process developed to determine equivalencies "shall include reasonable procedures to ensure that the governing board relies primarily upon the advice and judgment of the academic senate to determine that each individual faculty member employed under the authority granted by the regulations possesses qualifications that are at least equivalent to the applicable minimum qualifications specified in regulations adopted by the board of governors" (Education Code § 87359, Title 5 § 53430).

Minimum Qualifications

Minimum qualifications (MQs) are the criteria by which faculty (Title 5, § 53402) are able to be hired in order to teach in the state of California (Title 5, § 53405). The state sets the MQs via a process facilitated by the Academic Senate of California Community Colleges; the MQs for all disciplines are maintained by the state Disciplines List (Title 5, § 53407). Local districts may apply additional MQs as they deem necessary, but local MQs may not be lower than the state standard. All faculty who teach in any discipline, whether full-time or part-time, must meet the MQs for their discipline prior to teaching; if faculty do not meet MQs, the units for the course that is taught are not valid (Title 5, § 53406). Not-for-credit (corporate and/or community education) instruction does not require MQs for hiring.

Equivalency

The Equivalency process is not intended to raise or lower MQs and exists to recognize alternate methods to become qualified. Upon determining Equivalency, the individual is deemed qualified to teach in the discipline for which Equivalency was granted. A determination of equivalency does not guarantee an interview, employment, or reassignment. The determination of equivalency establishes that the individual meets the MQs for the position and does not bestow rights to any position or process. The granting of an equivalency is on a case-by-case basis and does not establish precedent for future applicants.



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- II. An Academic Senate **Equivalency Oversight Committee** shall be established to
- Recommend all established equivalencies to the Board of Trustees,
 - Clarify criteria to be used for determining equivalency,
 - Work with disciplines to review all established equivalencies for currency and accuracy at least every four years, and
 - Periodically review equivalency procedures and recommend necessary changes to the Academic Senate and Board of Trustees.
- The committee shall consist of six members: the Academic Senate President, four faculty appointed by the Academic Senate President, and one non-voting representative from Human Resources appointed by the Executive Director of Human Resources. This committee shall be convened by the Academic Senate President as needed to conduct a review of established equivalencies or when issues arise regarding the equivalency process.
- III. Determination of Equivalencies for Applicants
- The following procedure is to be used to determine when an applicant for a faculty position, although lacking the exact degree or experience specified in the Disciplines List or an established equivalency, nonetheless does possess qualifications that are at least equivalent to those required by the Disciplines List. The procedure is intended to ensure a fair and objective process for determining when an applicant has the equivalent qualifications. It is not intended to grant waivers for lack of the required qualifications.
- A. All faculty position announcements will state the required qualifications as specified by the Disciplines List, including the possibility of meeting the equivalent of the required degree or experience, and any established equivalencies.
 - B. The District employment application for faculty positions will ask applicants to state how they meet the minimum qualifications of the Disciplines List. Those claiming equivalency will be asked to demonstrate how they meet the stated equivalency. It will be the responsibility of the applicant to supply all evidence and documentation for the claim of equivalency at the time of application.
- IV. The Human Resources Department will first screen all applicants. Those claiming equivalency will have their claims examined and approved by the **Discipline Equivalency Committee**.



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- The Discipline Equivalency Committee may be convened by the Human Resources Department at the start of the hiring process as needed.
- This committee shall consist of at least two full-time faculty in the discipline area (or full-time faculty in a related discipline may serve if there are fewer than two full-time faculty in the discipline), and the Academic Senate President.
- Each of the discipline faculty will independently review the equivalency applications and make a determination. If the determinations made by the discipline faculty are consistent, the Academic Senate President will confirm the determinations made and the equivalencies granted or denied. In the event that the determinations are not consistent, the Equivalency Oversight Committee will be convened for the purpose of achieving a consensus.

Only applicants who are found to meet provisions of the equivalency shall be forwarded to the selection committee.

V. Faculty Service Area

A Faculty Service Area (FSA), as defined by California Education Code §87743.1, is "a service or instructional subject area or group of related services or instructional subject areas performed by faculty and established by a community college district," per Board Policy 7211 Faculty Service Areas, for which an academic employee is qualified shall be registered with the Office of Human Resources upon hire or upon qualifying for it. After initial employment, a faculty member may apply to the district to add faculty service areas for which the faculty member qualifies. This should be done prior to January 15 of any academic year in order to be considered in any proceeding during the academic year in which the application is received. At least one month prior to December 15 of each academic year, the Human Resources Office will notify faculty of the opportunity to and process for applying for an additional FSA. If the FSA is denied, faculty may refer to the grievance process in the Collective Bargaining Agreement.

Reference: Title 5 Section 53400 et seq, Education Code Sections 87001, 87003, 87356, 87359



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RIO HONDO COLLEGE ACADEMIC SENATE

Minimum Qualification and Equivalency Review Form

Discipline faculty in the _____ division have reviewed the most current handbook of Minimum Qualifications for Faculty and Administrators in California Community Colleges for the following discipline: _____

The discipline faculty agree that: (Select **only** one)

- 1. **a pre-determined equivalency for the discipline is not needed.** The minimum qualifications for the designated discipline are sufficient.
- 2. **a new pre-determined equivalency is needed.** An equivalency does not currently exist for the discipline. Attach new equivalency statement.
- 3. **the current (within the last 4 years) RHC Academic Senate approved equivalency does not need revision.**
- 4. **the current (within the last 4 years) RHC Academic Senate approved equivalency requires revision.** Attach revised equivalency proposal.
- 5. **remove the current RHC Academic Senate approved equivalency statement without replacement.**

* Attach division minutes showing approval for any changes to equivalency statements. This includes newly created equivalencies and edits or removal of current equivalency statements.

Date: _____

Discipline RHC Academic Senate Representative

Discipline RHC Academic Senate Representative

Discipline Faculty (two full-time faculty in the discipline area or full-time faculty in a related discipline if there are fewer than two full-time faculty in the discipline):

Equivalency Oversight Committee Approval:

Equivalency Oversight Committee Chair Date

Member Initials:



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Appendix C: Modifications to Equivalencies

Additions other than new equivalencies are bolded and underlined. Notes are in italics.

Other fixes needed or potentially needed:

1. Document should be reviewed and, if needed, modified to be accessible.
2. "Behavioral and Social Sciences" should be consistently be "Behavioral and Social Sciences".
3. References to Title V (two of them) should be Title 5.
4. Page 12 - remove "B52" - discipline for nursing science/clinical practices reads: HEALTH SCIENCE B52AND NURSING

Discipline	Division	Minimum Qualifications	Old Equivalency	New Equivalency
Education	Behavioral and Social Sciences/ <u>Communications and Languages</u> <i>Propose identifying both disciplines that teach courses listed under ED in this column.</i>	Master's degree in education OR the equivalency <u>equivalent.</u> <i>Removal of the equivalency re-re-establishes education as a discipline distinct from child development. ED courses may be assigned to a variety of disciplines, including child development and various disciplines in C & L.</i>	Any Master's degree with 24 units in Child Development PLUS experience working with children in a group setting for three (3) consecutive years with at least two (2) years with children birth to age twelve (12).	
Journalism	Communications and Languages <i>Equivalency introduced a "single course equivalency", which is not permitted. Recommend removing equivalency in its entirety as it effectively turns a</i>	Master's degree in journalism or communication with a specialization in journalism OR Bachelor's degree in either of the above AND Master's degree in English, history, communication, literature, composition, comparative literature, any social science, business, business	Bachelor's degree AND five (5) years of professional journalism experience, OR (For 110 Photo Journalism ONLY) an AA degree and seven (7) years of professional experience OR evidence of prominence in the field so as to merit equivalency, e.g. significant professional experience and acknowledgement in	



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	<i>Masters discipline into a non-Masters.</i>	administration, marketing, graphics, photography OR the equivalent.	the field of journalism.	
Law	<p>Business</p> <p><i>Equivalency turned Law into business. Business law can be assigned to business, the equivalency will be removed to keep law law.</i></p>	<p>J.D. or LL.B NOTE: Courses in aspects of law for application to a particular discipline may be classified, for minimum qualifications purposes in the discipline of the application OR the equivalent.</p>	<p>A Master's in business or a related area; OR a Bachelor's degree in business or related area AND a combination of successfully completed coursework, totaling at least twelve (12) units at the upper division level AND twelve (12) units at the graduate level in the area in which the equivalency is requested AND evidence of experience in a business or related area</p>	
Political Science	<p>Behavioral and Social Sciences<u>s</u></p> <p><i>International relations and public administration are being removed from equivalency as they are already part of the MQs. Philosophy is being removed as it should never have been there.</i></p>	<p>Master's degree in political science, government, or international relations OR Bachelor's degree in any of the above AND Master's degree in economics, history, public administration, social science, sociology, any ethnic studies, J.D., or LL.B OR the equivalent.</p>	<p>A Master's degree in international relations, comparative politics, public administration, political theory, philosophy, public policy, or US government.</p>	<p>A Master's degree in comparative politics, political theory, public policy, or US government.</p>