I. Call to Order

II. Approval of Minutes: September 17, 2019

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. Kudos to Jose Lara and the Transfer Center for another successful Transfer Day
   B. Reyes’ Reception Update
   C. Guided Pathways: 10/24 with Melinda Karp. A few people haven’t responded yet—Respond ASAP!
   D. Copy Room Update
   E. Goals Discussion
   F. Committee Chairs: How can Academic Senate support you?
   G. Funding Formula TF: Final Recommendations

V. Vice Presidents’ Reports
   A. 1st Vice President
   B. 2nd Vice President

VI. Unfinished Business
   A. AP 4235: Credit by Exam

VII. New Business
   A. Academic Dishonesty Policy
      1. Executive Motion: The Academic Senate recommends the removal of the option for assigning an “F” in the course in instances of Academic Dishonesty from the catalog and the Faculty Handbook, to be in compliance with established case law
VIII. Committee Reports

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IX. Announcements

X. Adjournment
Senate Goals Activity

Your Executive Committee wants your input/feedback! We would like this input from you on October 15.

1. What do you think should be a goal for Senate for this year?

2. If you have been on Senate previously, what are some things that we have done well as a body?

3. If you have been on Senate previously, what are some things that we could improve upon as a body?
DATE: Fall 2014
TO: All Faculty
FROM: Dyrell Foster, Ed.D.
Dean, Student Affairs
RE: ACADEMIC HONESTY

As you know, academic integrity is a fundamental value of teaching, learning and scholarship. While integrity involves all members of the academic community, as a faculty member, you are uniquely positioned to teach, model, and assure integrity in students’ academic assignments.

The Rio Hondo College Student Standards of Conduct Policy requires that students maintain high standards of conduct while demonstrating responsibility and respect for others. The College’s statement on Academic Integrity expects students to make choices that reflect honesty and responsible behavior.

The following guidelines are simply suggestions for how you can enhance the culture of integrity in your classrooms in a proactive and positive way.

Suggestions for faculty:

- Be very specific about the behavior you find acceptable and most importantly your definition of cheating and plagiarism (please to refer to the college’s statement on Academic Integrity and the RHC Library’s Guide to Avoid Plagiarism).

- Feel free to include a statement such as:
  “Students who violate the college’s standards of conduct policy, including academic integrity are subject to disciplinary actions, which may include receiving a “0” on an assignment and/or being referred to the Dean, Student Affairs. I expect that you will familiarize yourself with the college’s standards of conduct policy and expectations regarding academic integrity which are available on the college website (http://www.riohondo.edu/student-affairs/academic-integrity.).”

- Explain to students what constitutes plagiarism. Provide examples of citations you expect in written assignments and the importance of appropriately referencing their work. Tell students about software that
detects plagiarism. Students are often tempted to misuse electronic sources (e.g. academic papers are readily available on the Web for acquisition). Remind students of their obligation to do their own work, and of the ease with which electronic sources can be located if students’ work is called into question.

- Remind students of the standards for your examination (materials allowed/disallowed, prohibition of communicating with other students, etc.) during the class period prior to the exam. Also explaining the strategies used to safeguard the exam (different versions, photocopying before returning, etc.) can help students avoid dishonest behavior.

- When homework or projects are to be completed outside of class, standards for completing the assignments should be stated at the outset. Whether students are allowed to work together or share information, and, if so, to what degree, should be made explicit. Providing clear examples of collaborative learning vs. cheating would be helpful.

**Reporting a violation**

When addressing plagiarism or cheating with reasonable evidence, the faculty member should meet with the student to discuss the concern. All pertinent information such as exams, plagiarized sources, and/or other possible evidence should be retained by the instructor. The student shall have the opportunity to share his/her side of the story and explain his/her behavior. Faculty members may consult with their Division Dean or Dean of Student Affairs when determining whether academic dishonesty has occurred. In situations where cheating or plagiarism has occurred, the faculty member is to determine the academic consequence in compliance with Ed Code, and Board policy and procedures, which prohibit dropping a student from a course or assigning an “F” in the course. Faculty members shall inform students of the grade penalty that will be assessed. The consequences may include:

1. Receive a “0” on that assignment
2. Be referred to the Dean of Student Affairs for further disciplinary action

In situations where academic dishonesty has occurred, the faculty should notify their Division Dean. If the student is referred to the Dean of Student Affairs, the Dean will address the behavior reasonably through the procedures outlined in the College’s Student Conduct Procedures. The Student Affairs Office will maintain records related to violations of academic dishonesty and other violations of the college Standards of Conduct policy.

If you have any questions or concerns, please don’t hesitate to contact me at ext. 3573 or email at dfoster@riohondo.edu.
I. The Board of Trustees of Rio Hondo College authorizes the college to grant appropriate semester unit credit to any student who is currently enrolled and successfully passes certain authorized examination(s).

II. Individual departments and/or specialty areas may elect to grant course credit to enable students who can demonstrate proficiency in bodies of subject matter, to plan a relevant educational program that will exclude courses in which essential levels of mastery of subject matter material have been previously attained.

III. To challenge a course and receive Credit by Examination a student must be registered in the college and be in good standing. Course(s) must be listed in the college catalog. Students may be exempt from this if they are requesting to challenge and receive credit by examination for a high school / Regional Occupational Program Career and Technical Education (CTE) articulated pathway (Title 5 Section 55052).

IV. Students may not be enrolled in the course for which they may want to challenge and receive Credit by Examination; students may receive credit by completing courses in high school Regional Occupation Programs (ROP), Career Technical Education (CTE), and articulated programs.

V. Students shall be given course credit to a limit of twelve (12) Rio Hondo College units upon the successful completion of examinations (s), which may be applied to an Associate degree. Once the student has completed an upper division course, the student is eligible for an additional four (4) units of course credit. These courses should not count as 42 units in residence.

VI. Upon completion of six (6) upper division units, students shall be given course credit to a limit of twelve (12) upper division Rio Hondo College units upon the successful completion of examinations (s), which may be applied to a Bachelor’s degree. These courses shall not count as units in residence.

VII. Credits acquired by examination are not applicable to meeting of such unit load requirements as Selective Service deferment, Veteran’s or Social Security benefits.

VIII. Credit by External Examination: After completing 12 units in residence, a student will be awarded credit by external examination with passing scores from the College Level Examination Program (CLEP) and Advanced Placement (AP) examination. Specific course credit and/or general education credit will be granted toward the Associate degree and/or transfer. Details on scores and how credit is applied can be found in the Rio Hondo College catalog.

IX. The student’s academic record must clearly indicate that the credit(s) have been earned by examination.

X. Reference: Title 5 Section 55050, Title 5 Section 55052