



Academic Senate 2018/19

Minutes

May 14, 2019

Location: Board Room

1:00 p.m.

Members present: Frank Accardo, Lupe Alvarado, Kevin Barman, Michelle Bean, Robert Bethel, Brian Brutlag, Angela Cheung, William Curington, Alexandre Dejean, Theresa Freije, Karen Gottlieb, Yunior Hernandez, Jupei Hsiao, Jorge Huinquez, Erin Irwin, Steve Johnson, Michael Koger, Katherine Lampert, Violeta Lewis, Jeannie Liu, Sheila Lynch, Angelica Martinez, Marina Markossian, Gerson Montiel, Juana Mora, Farrah Nakatani, Katie O'Brien, Tyler Okamoto, Dorali Pichardo-Diaz, Jill Pfeiffer, Matt Pitassi, Tracy Rickman, Angela Rhodes, Jose Rodriguez, Matt Schleicher, Irma Valdivia, Viviana Villanueva, Adam Wetsman, Fran Cummings; **Members absent:** Robin Babou, Michael Dighera, Marie Eckstrom, George Kimber, Carley Mitchell, Rudy Rios, Monica Serafin, Stephen Smith, Shelly Spencer, George Wheeler; **Ad hoc members present:** Elizabeth Ramirez; **GUESTS:** Kevin Smith

- I. **Lunch:** Spaghetti Thank you to Rio Café for accommodating our budget.
- II. **Call to Order :** 1:04pm
- III. **Approval of Minutes:** May 7, 2019 – approved as submitted
- IV. **Public Comment** – *No public comment*
- V. **Presentation:** Honoring Superintendent/President Teresa Dreyfuss
 - A. Bean read resolution (see appendix A) and Montiel acknowledged her with flowers. President Dreyfuss thanked the senators for the recognition and offered some words.
- VI. **President's Report**
 - A. Graduation and Finals Flexibility Reminder- Bean sent an email to all full time and part time faculty reminding them to be flexible with students who are participating in commencement.
 - B. Area C Meeting at Rio Hondo College: October 12, 2019 – open meeting for everyone, Bean encouraged faculty to attend
 - C. Board of Trustees Sends Appreciation of Faculty- Board acknowledged the work of the faculty and the presidential search committee.
 - D. Appreciation to All Senators and Shouts Outs to Executive Members – Bean acknowledged the work of the senators and the strong partnerships.
 - E. ASCCC Technical Visit -for cultural competency possibly in fall.
- VII. **Vice Presidents' Reports**
 - A. 1st Vice President – May revise came out, there were no major changes. Pushed one more year. Cola was 3.26.



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- a) Bean shared that ASCCC has pushed for collegial consultation and communication with chancellor's office. Reach out to Gerson or Michelle for information on plenary resolutions supporting assembly and state bills.
- B. 2nd Vice President - Huinquez encouraged senators to attend graduation and continue involvement with students.

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.

a) **Motion passes unanimously**

C. **AP 7211 and Equivalency Form**—see Appendix B

a) Motion to accept AP 7211 and equivalency form by Lynch, and 2nd by Wetsman.

i. Motion Passes Unanimously

b) Cummings requested to change that members be approved by senate body rather than be appointed by the senate president on roman numeral 2. Cummings, Curington, and Pitassi agreed that this is good for checks and balances. Bean cautioned senators that this could also hold up processes since sometimes HR gives her a tight deadline to forward names. Lynch also clarified that this is for the oversight committee. A senator asked if there is an assumption that this committee would be continually delayed? Bean replied that it could. Smith shared that the current governance manual is in line with this amendment.

c) Bean shared that board polices go in front of the board as action items, AP's go as information items. However, this new board president has been suggesting edits to the APs and sending them back to PFC. Bean shared that the 4000s are all faculty related.

D. **Modifications to Equivalencies**—see Appendix C

a) Bean reviewed changes and shared that there was a lot of push back from HR, but was able to work it out through the superintendent president to make the updates.

b) Motion to accept the changes as expressed by Bethel, 2nd by Montiel.

i. Motion passes unanimously

E. **EOPS Concerns**

a) Katie shared that chancellor's office proposed guideline changes to EOPS. These did not come from the field nor is it agreed with by the field. People don't understand the "why" of the changes. One proposed item from the chancellor's office is to change minimum qualifications which currently requires an additional 9 units of cultural competency and 6 units in a practicum with historically disadvantaged backgrounds. The chancellor's proposal would allow



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local districts to waive that requirement. Bean shared that the Vice Chancellor was apologetic about this at the last meeting.

- b) Rodriguez expressed concern of the re-occurring statewide conversation.
- c) Mora suggested that we invite Heba to share information about policy and give senate more information.
- d) Motion to postpone until Fall 2019, motion fails
- e) Motion to accept the proposed resolution by Cummings, 2nd by Lynch—see resolution brought to the floor in Appendix D
 - a. Motion passes, 2 abstentions

X. **Committee Reports**

Senate Committees:

- Academic Rank- No Report
- Curriculum- No Report
- Guided Pathways Steering (GPS) – Areas of interest will be brought in the Fall
- Instructional Technology (ITC) – No Report
- Distance Education (DEC)- No Report
- Open Educational Resources (OER) – Wondering if it will be possible to say “working on OER” for fall Flex session under pre-approved list. Lynch sent info on applying to a project.
- Staff Dev./Flex – Will take OER proposal to final meeting of the year. There are a few dollars left that can be offered by June 30th. Will not do a call for proposals for flex until new president is elected.
- Outcomes- No report

Planning & Fiscal Council Committees:

- Institutional Effectiveness (IEC) – No report
- Program Review – No report
- Safety: 10/17 at 10:17

Other Committees:

- Basic Skills- No report
- Bookstore- No report
- Enterprise Systems Advisory- No Report
- Online Education Initiative (OEI)- No report
- Student Equity – No report
- Student Success and Support Program (SSSP)- No report

XI. **Announcements--none**

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

- A. Acknowledgement of the exiting executive board



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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 seven 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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RIO HONDO COMMUNITY COLLEGE DISTRICT	Administrative Procedure
MINIMUM QUALIFICATIONS, EQUIVALENCIES, AND FACULTY SERVICE AREAS	AP No. 7211
Board Reviewed:	Page 2 of 3

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

- 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

Request for Modifications to “Rio Hondo Community College District Master List of MQ's and Equivalencies”

Approved by Academic Senate on May 14, 2019

- Additions other than new equivalencies are bolded and underlined. Notes are in italics.
- Disciplines to be newly added to RHC’s “master list” are identified with (NEW).
- Other edit and fixes needed:
 1. Document should be reviewed and modified for accessibility.
 2. Remove the apostrophe after the “MQ” in the title of this document.
 3. “Behavioral and Social Sciences” should consistently be “BEHAVIORAL AND SOCIAL SCIENCES.”
 4. References to Title V (two of them) should be Title 5.
 5. Page 12 - remove “B52” - discipline for nursing science/clinical practices should read: HEALTH SCIENCE AND NURSING
 6. Page 7 – Environmental Technologies discipline should be listed in the MATH, SCIENCES, & ENGINEERING division.
 7. The MQs for all non-Master’s disciplines for which the required area of study is not specified require “professional experience.” The requirement that this experience be related to the discipline is not specified and is needed:

RHC Minimum Qualifications	Corresponding Statement from State MQ Handbook	Proposed NEW RHC MQ
Any Bachelor’s AND two years of professional experience, OR any Associate degree and six years of professional experience OR the equivalency.	Any bachelor’s degree or higher and two years of professional experience, or any associate degree and six years of professional experience. Professional experience is required when the applicant possesses a master’s degree. The professional experience required must be directly related to the faculty member’s teaching assignment.	Any Bachelor’s AND two years of <u>related</u> professional experience, OR any Associate degree and six years of <u>related</u> professional experience OR the equivalency/ <u>equivalent</u> .



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Discipline	Division	Minimum Qualifications	Old Equivalency	New Equivalency
Biotechnology (NEW)	MATH, SCIENCES, AND ENGINEERING	Bachelor's degree in the biological sciences, chemistry, biochemistry or engineering, and two years of full-time related professional experience.		
Education	<p>BEHAVIORAL AND SOCIAL SCIENCES/<u>COMMUNICATIONS AND LANGUAGES</u></p> <p><i>Propose identifying both disciplines that teach courses listed under ED in this column.</i></p>	<p>Master's degree in education OR the <u>equivalency equivalent.</u></p> <p><i>Removal of the equivalency 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></p>	<p>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).</p>	
Human Services (Interdisciplinary Studies) (NEW)	BEHAVIORAL AND SOCIAL SCIENCES	Master's degree in human services or social work OR Master's degree in sociology or psychology and 12 units of upper division or graduate course work in counseling.		
Interdisciplinary Studies	Not applicable	Master's in the interdisciplinary area OR		



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<p>(provided for reference)</p>		<p>Master's in one of the disciplines included in the interdisciplinary area and upper division or graduate course work in at least one other constituent discipline. <i>(NOTE: The Interdisciplinary Studies discipline is provided to allow for those cases where it is locally determined that a course must be taught by someone with qualifications that exceed a single discipline. The constituent disciplines can include any disciplines found in the Master's List.)</i></p>		
<p>Journalism</p>	<p>COMMUNICATIONS AND LANGUAGES</p> <p><i>Equivalency introduced a "single course equivalency", which is not permitted. Recommend removing equivalency in its entirety as it effectively turns a Masters discipline into a non-Masters.</i></p>	<p>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 administration, marketing, graphics, photography OR the equivalent.</p>	<p>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 the field of journalism.</p>	



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<p>Law</p>	<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>	
<p>Political Science</p>	<p>BEHAVIORAL AND SOCIAL SCIENCES</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>



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Per the MQ Handbook, available at

<https://californiacommunitycolleges.cccco.edu/Portals/0/Reports/2017-Minimum-Qualifications-Handbook-r1-ADA.pdf>

DISCIPLINES REQUIRING ANY DEGREE AND PROFESSIONAL EXPERIENCE

This section of the handbook contains a list of the disciplines in which a master's degree is not generally available. The minimum qualifications for disciplines on this list are any bachelor's degree or higher and two years of professional experience, or any associate degree and six years of professional experience. Professional experience is required when the applicant possesses a master's degree. The professional experience required must be directly related to the faculty member's teaching assignment. The list of areas also included in the discipline is not exhaustive. Only those areas are included for which it might not be clear otherwise whether they were intended to be included. Reference California Code of Regulations, title 5 §53404 for definitions of Occupational and Professional Experience located in the Statutory Laws and Regulations section of this handbook.



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Appendix D: EOPS Resolution



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- Approval of Minutes: May 7, 2019
- Public Comment

2



Congratulations,
Superintendent/President
Dreyfuss!

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President's Report

- Graduation and Finals: Please be flexibility with students
- SAVE THE DATE: Area C Meeting at Rio Hondo College on Saturday, October 12, 2019
- ASCCC Technical Visit
- Board of Trustees Sends Appreciation of Faculty
- Appreciation to All Senators
- Shouts Outs to Executive Members

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1st VP Report |

2nd VP Report |



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Unfinished Business: None

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New Business

- Resolution Honoring Teresa Dreyfuss—see Appendix A
- 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.
- AP 7211 and Equivalency Form—see Appendix B
- Modifications to Equivalencies—see Appendix C
- EDPS Concerns

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Committee Reports

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Announcements

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Adjournment

The work around diversity, equity, and inclusion is work that is a matter of the heart.

We need to do more to invite others to the table.

—Mayra Cruz, ASCCC Area B Representative

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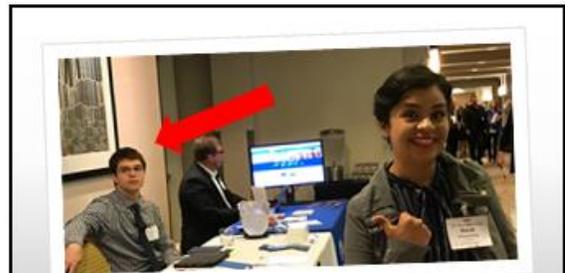
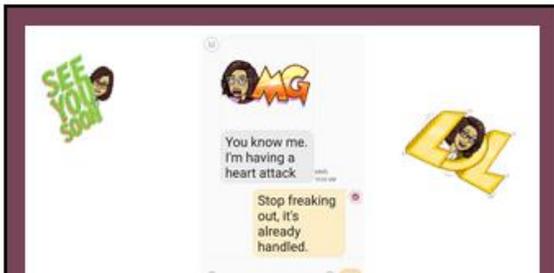
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