



Academic Senate 2019-20

Minutes

October 15, 2019

Location: Board Room

1:00 PM

Members present: Frank Accardo, Lupe Alvarado, Kevin Barman, Michelle Bean, Tammy Camacho, Fran Cummings, William Currington, Marie Eckstrom, Yunior Hernandez, Jupei Hsiao, Shirley Isaac, Steve Johnson, Andrea Kirton, Michael Koger, Katharine Lampert, Jeannie Liu, Nadia Lopez Moreno, Sheila Lynch, Marina Markossian, Angelica Martinez, Juana Mora, Farrah Nakatani, Katie O'Brien, Tyler Okamoto, Dorali Pichardo-Diaz, Matthew Pitassi, Rudy Rios, Matt Schleicher, Kevin Smith, Stephan Smith, JoAnn Springer, Razvan Stoian, Irma Valdivia, Diana Valladares, Adam Wetsman; **Members absent:** Robin Babou, Robert Bethel, Angela Cheung, Michael Dighera, George Kimber, Todd Lim, Carley Mitchell, Gerson Montiel, Elizabeth Ramirez, Angela Rhodes, Tracy Rickman, Shelly Spencer; **Ad hoc members present:** Dana Arazi; **Guests:** Karen Gottlieb, Melissa Rifino-Juarez

I. **Call to Order** 1:02pm

II. **Approval of Minutes:** October 1, 2019 – approved with no revisions

III. **Public Comment**

EEO Committee Member, M. Rifino-Juarez, shared that the EEO Committee was presented with hiring policies and procedures for review at the request by the Board of Trustees. M. Rifino Juarez asked Senators to go back to their constituency group, share the information on the EEO plan and list any suggestions regarding hiring procedures across the board – including academic, non-academic and presidential hiring. She requested this communication within the next few weeks, as there is a three-week deadline to get feedback to the Board of Trustees. It was shared by an EEO Committee Member that there is some confusion with the timeline which will be clarified at the next EEO meeting. K. Smith will send AP's, BP's and the EEO Plan to all Senators. At this point, the EEO Committee is pushing for clarity and an extension on the three-week timeline. This discussion is just starting and there is no clear direction, but faculty are at the table.

IV. **Committee Reports**

Senate

- Academic Rank – Applications for Academic Rank are due November 15, 2019 and will be sent to the President for inclusion in the February Board of Trustee's Meeting. The faculty will be presented at the March Board Meeting. There has been a healthy response so far for both adjunct and full-time applications.
Curriculum – Reminder that any items for next catalog must be on the agenda by November 6, 2019. There is currently a queue developing for courses that need to be checked for disability accessibility, or 508 compliance. All Distance Ed Courses, or OEI courses are receiving a second reading and cannot receive approval until there is a method to confirm



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- accessibility. It is a known issue and is being worked on with the DE committee to find viable short-term and long-term solutions — one suggestion is for all faculty to learn a basic level of independent compliance review by self-checking their courses and then having another group do a secondary check.
- Guided Pathways Steering (GPS) – Dr. Melinda Karp event will be on October 24, 2019 and will focus on scaling up existing programs that are successful and examining the creation of student success teams. Any recommendations made will come to Senate. Al Solano will be here on October 25, 2019 to facilitate a discussion about designing structures and capacity on campus in order to help Guided Pathways move forward.
 - Instructional Technology (ITC) – Made a proposal to make a change in the committee charge and name. The new name would be Instructional Technology Practices and it will focus on what can be done with the current resources at Rio Hondo College. The goal is not that everyone should be a technology expert, but that everyone should be proficient in practices and passwords. The committee would also like to add a student representative to the committee.
 - Distance Education (DE) – no report.
 - Open Educational Resources (OER) – didn't meet last week. No report.
 - ASCCC Open Educational Resources Initiative (OERI) – The discipline faculty in Music, Accounting, Biology, Math, Anthropology, Psychology, and Nursing have been sent reminders about the upcoming OERI discipline-specific event in Anaheim. Faculty will share OER resources, discuss gaps and needs in existing OER, and network to develop OER. All faculty will be receiving an email about the opportunities, such as reviewing courses, resources and accessibility for OER. Stipends have been set for some of these roles, while compensation for other roles is still being determined.
 - Staff Development/Flex –
 - Student Equity Practices in the Classroom is being considered for a spring flex day theme.
 - Flex Reporter was created by Matt Koutroulis and he will no longer be able to sustain or update the reporter. The Chancellor's Office is offering the Vision Resource Center Information Platform which can be used for flex reporting, or for any staff member to complete professional development logs. There is a pilot program that Cornerstone is offering for free to Rio Hondo College. The concern is that the platform would require support to maintain.
 - Outcomes – no report.

Planning and Fiscal Council

- Institutional Effectiveness (IEC) – Integrated planning is being discussed and how everything is aligned, including institutional goals. An illustration was presented to PFC for review.
- Program Review – Program plans due on Friday.
- Safety – K. Smith reported that the Great Shakeout was cancelled.
- Policy and Procedure Council (PPC) – The PPC Committee looks at administrative procedures and board policies to make recommendations to PFC in an effort to streamline the process to get through things more efficiently. One of the first goals is to review and retire college procedures.



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Other

- Basic Skills - none
- Bookstore – none
- Enterprise Systems Advisory – none
- Online Education Initiative (OEI) – none
- Student Equity – The Committee is working closely with the Guided Pathways Steering Committee to plan the Student Equity Summit, which is on Tuesday, December 10th.
- Student Success and Support Program (SSSP) – Will be focusing on specific areas – helping students with financial aid literacy, looking at improving educational plans for students, and looking at the orientation placement tool. In looking at the governance manual, it looks like the SSSP committee needs to add a few senators to the committee and specifically looking to add someone from Math on the committee. The committee meets the first Friday of the month at noon.

V. President's Report

- A. Credit by Exam – The Credit by Exam AP which was passed two weeks ago has raised a few issues, including the lack of a process which lets people know what departments offer credit by exam. Additionally, K. Smith met with the A&R Director, who informed him we do not have a clear or consistent process for credit by exam. The first stop when a student begins the credit by exam process should be A&R to ensure the student is eligible – this does not happen very often. At this point, once it is determined a student is eligible, the student can take the exam and the grade will show up on the transcript – whether it is a passing or substandard grade. A&R has not seen a substandard grade submitted, so there is a question as to whether all grades given for credit by exam are being submitted.
- B. Hiring update – The Hiring AP Taskforce will be meeting on October 16, 2019 to discuss AP 7217. In last week's meeting with the HR Director and the EEO Committee, K. Smith clarified that he did his best to ensure that the any discussions regarding faculty hiring are left to the senate committee, as it is faculty purview and the EEO committee can take on administration and classified hiring. M. Bean was invited to be a conduit between the two groups and K. Smith is on both groups, as well.
 - i. Regarding administrative and classified – any group on campus can make recommendations for changes to an AP, but do not have the power to make the changes. Currently if they are not under senate purview, the recommendations go to PPC and eventually PFC for consensus.
 - ii. A. Wetsman shared that the hiring process is challenging due to inconsistencies. Initially, a recent hiring committee was informed they had to add a diversity question, but the direction was later reversed as there was already a diversity question included. A few minutes before the first interview, the committee weighted each question. The challenge is that due to the inconsistencies of HR, the committee rushed, leaving room for error resulting from the last-minute changes to the process. The hope is that the recommendations by the Faculty Hiring AP Committee will be able to make the process consistent.
- C. GP by-laws changes – GPS added classified members and the Dean of Counseling to the committee.



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- D. Goals Activity – Please take time to fill out the senate goals activity sheet.
- E. Area C Meeting was on Saturday at Rio Hondo College– 31 faculty from the state attended. The President’s Office did a wonderful job of hosting the meeting. Kudos to Claudia Romo from CTE who facilitated a Tesla tour and Michelle Bean for facilitating the meeting. M. Bean thanked K. Smith and A. Wetsman for being very hospitable to all the guests.

VI. Vice Presidents’ Reports

A. 1st Vice President

- i. AB 2 – allows DSPS to qualify for the CA College Promise Program even if they are not full-time.
- ii. AB 943 – uses the funding from student equity and achievement to be used for emergency funding for students to help with unforeseen circumstances.
- iii. AB 1278 – requires CSU’s, UC’s and CCC’s to include information such as CAL Fresh, housing, mental health service on student portals.
- iv. SB 150 – relaxes the requirements for Chaffey and Training award vouchers. Provides financial aid to current and former foster youth enrolled in qualifying programs.
- v. SB 354 – expands eligibility for the CA Dream Loan Program to students enrolled in professional and graduate degree programs.
- vi. AB 30 removes barriers for dual enrollment by expanding the CA and Career Pathways Program for an additional five years. Simplifies the dual enrollment program and access.
- vii. SB 554 streamlines the approach for adults enrolled in high school equivalency programs so that they can be concurrently enrolled in more than one community college without any fees.
- viii. AB 1645 requires that CCC’s and all CSU’s have a Dreamer’s Resource Liaison and a Dreamer Resource Center, and it requests that all UC’s do the same.

- B. 2nd Vice President – the main focus for ASRHC is Undocumented Student Week.

VII. New Business

A. Completion Initiative

Background: Campus often operates in silos and the hope is to put together a taskforce that will look at ways to coordinate efforts between academic affairs and student services to enhance student completion. One idea is intrusive petition counseling which was piloted last spring in Psychology capstone courses and may be able to work in other disciplines. Major Declaration Day is another idea which may help undecided students get on a pathway. Academic Affairs has an Outstanding Student Awards event and Student Services has a Student Success Celebration – maybe these two events can be combined.



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Executive motion: Executive Motion: The Academic Senate shall create a taskforce to coordinate efforts between Academic Affairs and Student Services to support students in completion.

- i. Motion passes unanimously

VIII. Announcements

- A. M. Bean encouraged all to use the monarch butterfly logo in email signature to show support for Dreamers.
- B. K. Smith shared that Cerritos College will host a town hall on October 23, 2019 from 5-6pm with Chancellor Oakley
- C. New date for the Regional Counselor Breakfast hosted by Rio Hondo College Outreach is December 11th from 8:30am-noon.
- D. Please remember to wear black and gold on Wednesdays and if you don't have a Rio Hondo shirt, all staff get 20% off gear at the bookstore.
- E. Senate Executive will be hosting a food drive for students so please be on the lookout for some info coming through on that effort.

IX. Adjournment – 2:05pm