I. Call to Order

II. Approval of Minutes: February 4, 2020

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. Presentation: Joe Louis Hernandez, RISE Scholars

V. Presentation: Herlim Li, Prop 13

VI. Committee Reports

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VII. President’s Report
   A. Guided Pathways
   B. Hiring Practices
   C. Graduation Date
   D. Senator Elections Timeline – Sheila
VIII. Vice Presidents’ Reports
   A. 1st Vice President
   B. 2nd Vice President

IX. Unfinished Business - none

X. New Business
   A. Fellow of the College: Nomination for Lynette Nyaggah (Addendum C)
      
      Executive Motion: The Academic Senate nominates Lynette Nyaggah for the Fellow of the College.

   B. Distinguished Service Award: Nomination for Madeline Shapiro (Addendum D)
      
      Executive Motion: The Academic Senate nominates Madeline Shapiro for the Distinguished Service Award.

   C. ITC Name Change (Addendum E)

XI. Announcements

XII. Adjournment
Guided Pathways Update

Website Workgroup met 3 times over winter break. To check out the work Manuel and Albert have done so far, please refer to http://pathways.riohondo.edu/, accessible on a secure connection on campus. This is just a shell; most content still needs to be added.

- Marketing is working on:
  - Updated color scheme
  - Short videos of students and faculty for various parts of the website (tutoring testimonials, “why you need to see a counselor” video disclaimer above sample ed plan)
  - I will follow up with marketing to get this ball rolling.
  - Pictures of Rio Hondo students for each AOI (I can help with this!)
- At FLEX day, main AOs came up with:
  - a short description
  - a list of characteristics for the word cloud (adjectives or nouns that describe characteristics or interests)
  - a list of careers to highlight in the AOI webpage
- Above the highlighted careers for each AOI, can add a link to the free statewide Career Coach for further exploration.
  [https://ccc.emsicc.com/?radius=&region=California](https://ccc.emsicc.com/?radius=&region=California)
- The program maps (Sample Ed Plans) will be finalized by the counselor team by Flex Day but will be vetted by discipline faculty in February before being added to the website.
- The College will build capacity for updating the LMI data, curriculum data and ed plan data on an ongoing basis. Need a plan for this ASAP.

Data and Infrastructure Workgroup, with members including the IRP and IT Directors along with faculty and classified staff from different constituency groups had its initial meeting on Friday, January 31st. The workgroup will look at our current software and review options for new software to create a student dashboard. The goal is that our dashboard will have the ability to cohort students by various indicators which will be determined by this workgroup (milestones, unit completion, online students, new students, etc.).

The group discussed current capabilities with Starfish and whether or not we will continue to use Starfish and Degree Works. GP Coordinators will be meeting with IRP and IT to review the current dashboard that Sheila Xiao is working on for Counseling to see if we can build on that for AOI Cohorts. It was recommended that phase one implementation for the fall would be to cohort students into AOI and reach out to students that are close to completion.

Student Success Team Workgroup has developed a working draft of what our Student Success Teams can look like. The draft Student Success Team for each AOI includes at least one of each of the following: discipline faculty, counselor, dean, data coach, financial aid expert and student services assistant and/or success coach. The draft is in its initial stages and will be refined in the coming weeks. Additionally, the workgroup discussed rolling out a Phase One for Fall 2020.
Academic Senate 2019-20

Addendum B: Safety Committee Report

Safety Committee Written Report: by Brian Brutlag (Co-Chair)

Meeting Date: 1/17/20

I: Facilities Update:
   A: Construction:
      Facilities managers are working on improving safe paths of travel in and around construction areas and the Child Development Center (CDC). This is especially important given the beginning of construction on Rio Plaza which will affect the main entry way into campus.
   B: Repairs:
      Facilities are currently in the midst of cleaning up a water leak in the Transfer Center. They have yet to find the source of the leak but they are in the process of cleaning up the water damage.
   C. Safety Improvements
      1. Hiring of a company Montgomery Door to estimate the cost of changing all our doors to single action locking doors from the inside.
      2. Campus wide painting with building numbering to be spotted from the air and color schemes for Divisions.

II. Security Assessment
   A. Outside Consultants:
      American Security Life assessment was considered to be largely anecdotal and some on the committee believed a more data driven in depth analysis needs to be performed.
   B. It was suggested that Keenan an outside agency has an “IMReady” Plan that we could model for our revision of our Emergency Response Plan and an Updated Injury Illness Prevention Plan IIIP. The goal is to have a final product by Summer.
      1. As a part of this Keenan will provide “free” AED, CPR and First Aid training to all faculty and staff.

III. Safety and Security Concerns
   A. Specific Concerns Issues and Fixes
      1. Facilities are in the process of improving various paths of travel around campus to maximize efficiency and safety for pedestrians and vehicles. This includes new signage, a restriping on curbs and in parking lots, and speed bumps.
      2. Facilities will improve communication with the larger campus community through e-mail blasts.
      3. There is an issue of elevator access for students with disabilities especially during construction of the L building.
      4. Facilities are developing AED location maps.
5. The staircase to lot F is not ADA compliant and will have to be replaced. In the interim textured paint will be used to decrease slippage

B. Other Concerns

1. There needs to be a notification timeline for incidents on campus. The campus needs to be informed in a timely manner and given specific context as to what is happening so they can determine the threat level and whether or not to come to campus.

2. The Water tower is only kept at 1/3 capacity to minimize the likelihood of it breaking down. According to the City of Whitter, because the water tower ONLY services OUR students that it is our financial responsibility to fix it (at a cost of 3.7 million). We need to find a political solution to this problem.

C. Health Services and Workman’s Compensation (WC)

1. For all of the safety concerns and issues there has only been 7 WC claims in the last year.

III. Miscellaneous:

- The Committee agreed to the next meeting date and time April 3rd 2020 at 10am. This is in keeping with the desire for the committee to meet quarterly.
I would like to nominate Lynette Nyaggah for the Fellow of the College.

Lynette has served Rio Hondo College, our local community, and our state for over thirty years. Throughout her career, she has shown a commitment to helping our students learn, to statewide leadership, and to social justice.

As an ESL instructor, Lynette has focused on innovative teaching methods and practices which have helped thousands of students. She has shown that making connections with students is important in fostering an environment that leads to student success. She was instrumental in bringing students to statewide CCA conferences as part of a student to community college faculty pipeline. She also worked with our EOPS/CARE office to ensure that families in these programs have Christmas gifts during the holidays. Finally, she was our ESL club advisor and our Chinese Club advisor where she hosted international potlucks and educated the college community about different languages and cultures.

Also, on campus, she has been a strong leader. She was Membership Chair and Secretary of RHCFA, and she was Negotiations Chair as well. She was a member of a joint Faculty Association-Senate taskforce that developed and implemented the peer review process.

At the state level, Lynette has been a fierce advocate for policies that will support our neediest students without making unreasonable demands on faculty. Throughout her tenure as CCA President, Vice President and Board member, over the course of 25 years, she has advocated for students and faculty to the Board of Governors, Consultation Council, and the legislatures. She also initiated and implemented the California Leadership Academy which educates faculty about issues within the community college system critical to student success and open access. Furthermore, Lynette created a social justice conference entitled “The Force Awakens,” which addresses unconscious bias, racism, and privilege.

Lynette is viewed as a leader on our campus, even though her role was reduced locally for a larger statewide role recently. Faculty know that asking Lynette for guidance will lead to level-headed but straight forward advice. She is extremely rational yet passionate in her advocacy and leadership. For all of the reasons highlighted and others that are intangible, Lynette Nyaggah deserves to be the Fellow of the College.
I would like to nominate Madeline Shapiro for the Distinguished Service Award.

Madeline Shapiro served on the Board of Trustees for Rio Hondo College for nine years and has been a resident of the Rio Hondo Community College area almost all of her life, residing in Pico Rivera and Whittier. She attended local public schools and Rio Hondo before furthering her education and earning a Degree in Business Administration from California State University at Long Beach. After becoming a mother, she started as a parent volunteer and became an instructional aide and CSEA member before earning a teaching credential from California State University at Fullerton. Madeline worked in the East Whittier City School District for over 30 years where she was actively involved as a teacher-leader well beyond the classroom. She served as the Board president for three terms during her nine years. Besides being an alumna of Rio Hondo Community College, she is the mother of a former Rio Hondo student. At the present time, Madeline is the Vice President of the Board of the Whittier Regional Symphony, a substitute teacher on a part-time basis, and a volunteer at a local elementary school working as a tutor with the students that tend to fall between the cracks.
Addendum E: ITC Name Change

COUNCIL/COMMITTEE Request Form

*If change is requested, attach current structure and list proposed changes.

Directions:
Name Change:

From:
Instructional Technology Committee

To:
INSTRUCTIONAL TECHNOLOGY PRACTICES (ITP)  
(COMMITTEE OF ACADEMIC SENATE)

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<tbody>
<tr>
<td>Dana Ayazi, Rudy Rasn</td>
<td>10/18/2019</td>
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Name of Council/Committee
Instructional Technology Practices

Action Requested: | Add | Delete | XX | Change*

Change of Council or Committees:
Instructional Technology Practices is charged with providing guidance, documentation, assistance, effective practices, and recommendations for secure use of technology on campus. The focus will be on the use of technologies by faculty and related policies, including cybersecurity. The ITP will make recommendations to the Academic Senate for resources and training for Rio Hondo College employees.

Proposed Meeting Schedule:
Up to twice per month minimum during the Fall and Spring Semesters on a first and third Tuesday at 2:30 p.m.

Committee Composition:
Director of Information technologies (1)
Administrators (1)
Faculty Representatives (4 - including chair)
Classified representative (1)
Student (1)

Would other councils or committees be impacted by the formation, change, or rejection of this council or committee? If yes, what would be the impact? NO

Additional Information:
ITP (formerly ITC) has been modified to assist faculty in the use and implementation of technology available to them in the classroom, on campus, and access to those services. The committee will seek to attain a minimal standard of “good enough” practices campus wide, with the higher goal of all faculty and staff using effective practices when interacting with technology.