



Academic Senate 2020-21

Minutes

September 1, 2020

Location: Zoom

1:00 PM

Members present: Frank Accardo, Dana Arazi, Robin Babou, Michelle Bean, Robert Bethel, Tammy Camacho, Angela Cheung, Fran Cummings, William Currington, Marie Ekstrom, Rebecca Green, Margaret Griffith, Yunior Hernandez, Jupei Hsiao, Jorge Huinquez, Shirley Isaac, Steve Johnson, George Kimber, Andrea Kirton, Michael Koger, Matt Koutroulis, Jeannie Liu, Sheila Lynch, Marina Markossian, Angelica Martinez, Carley Mitchell, Gerson Montiel, Juana Mora, Farrah Nakatani, Katie O'Brien, Tyler Okamoto, Doralí Pichardo-Díaz, Matt Pitassi, Angela Rhodes, Rudy Rios, Matt Schleicher, Kevin Smith, Stephen Smith, Steve Tomory, Diana Valladares, Adam Wetsman; **Members absent:** Erin Irwin, Razvan Stoian, Irma Valdiva; **Ad hoc members present:** Elizabeth Ramirez; **Guests:** Teresa Dreyfuss, Alyson Cartagena

- I. **Call to Order – 1:02pm**
- II. **Approval of Minutes:** July 7, 2020 – approved
- III. **Public Comment – none**
- IV. **Welcoming Remarks: Teresa Dreyfuss, Interim-Superintendent/President** – She gave warm remarks and expressed that she is happy to be back and to see all the familiar faces. She shared with faculty that winter session will be online and if anyone is in need of more training to support online teaching, there will be continued professional development available. She also shared that she has been busy since she returned and observed many surprising changes. Her message is that we are financially stable and there will not be any further job loss due to the budget. Both faculty and classified positions will be opening, possibly in October, once the budget is approved. A taskforce including faculty and classified staff will begin meeting to strategize how to improve campus morale.
- V. **President's Report**
 - A. The Flex Coordinator position has been posted and the job will begin as soon as the position is filled.
 - B. "RHC Student Information" emails are being sent to all staff to ensure everyone is aware of the emails sent to students.
 - C. Vision Statements: Retreat Review/Process – A group consisting of faculty, classified staff and managers met last Friday to discuss updates to the vision statement. The various drafts of the vision statement will go to all campus for feedback, then routed to senate for review. Since the updated value statements will not be available until October and must accompany the updated vision statement drafts, the distribution of the vision/value statements will not be distributed to all campus until after October.
 - D. Calendar Committee: Combined Senate/Union Group – In Fall 2018, there was a combined RHFCA and Senate group, which examined four calendar options proposed by Administration. The group reviewed the options and recommended the status quo for the calendar years through 2022. In Fall 2019, there were two additional calendar options proposed and the



Academic Senate 2020-21

status quo was once again selected. The idea of revising the academic calendar has been brought forth by Administration once again. K. Smith is recommending gathering a small group of three senators and three union reps to discuss all the proposals to look at it from the faculty level.

- i. M. Ekstrom shared the three calendar options being proposed and that the decision needs to be made quickly so that other department, such as Admissions and Records and Outreach can get their own calendars set for the upcoming year. The three proposed calendar options are:
 1. status quo
 2. slightly longer intercession
 3. 5 or 6-week placeholder for intercession
 - ii. F. Cummings expressed that the faculty has made the preference for status quo clear. However, the proposed calendar change continues to be brought back to faculty.
 - iii. K. Smith will send an email to get volunteers for the subcommittee.
 - iv. K. O'Brien wants to make sure that any proposal to an earlier start to the school year is being discussed by this committee.
- E.** Facilities Master Plan Update – K. Smith, R. Rios and VPAA met with the consultant who will be working on the Facilities Master Plan. The consultant is hoping to complete the plan by October. So, look out for campus forums sharing the plan in September.
- F.** Budget Update – the message from Interim-Superintendent/President Dreyfuss is that we are financially stable. At the last board meeting, she expressed that she found \$9.5M in the bookstore account and transferred it back to the general fund. Vacant positions, including management, VPSS, and the Director of Financial Aid are being considered to be filled. Also being discussed, is filling faculty vacancies that were not filled last year in addition to classified staff positions.
- i. R. Bethel asked what is going on with the FON. K. Smith shared that this year the penalties are deferred. We are looking to hire about 20 faculty to be in line with the FON. This hiring is on hold until the final budget is approved, which is scheduled for October.
 - ii. M. Ekstrom asked about the English hiring committees that were stopped and whether it would be possible to go back to the original pool. K. Smith asked the chair of that committee to email the Interim-Director of Human Resources with that request and to copy him on the email.
 - iii. Regarding organizational changes, the Vice President of Finance and Business hiring committee is scheduled to conduct first-level interviews on September 11. The Director of Accounting will be fast-tracked, as well. Beyond those positions, all others will be on hold until the budget is approved. There is no status on Dr. Reyes' contract, and it is not known how long Interim-Superintendent/President Dreyfuss will serve.

VI. Vice Presidents' Reports

- A.** 1st Vice President – no report.
- B.** 2nd Vice President – no report.



Academic Senate 2020-21

VII. Unfinished Business – none

VIII. New Business

- A.** Waitlist Options for Online Classes – Adding students is easier in person than it is in an online class, due to the issue of ensuring that students get their add code. Additionally, there is the delay with Canvas to add the student. A solution that has been proposed is that instead of wait-listing students, the cap should be raised ahead of time. The students are then enrolled and there is not a delay with Canvas. After the semester begins, the cap is then changed back down to normal levels. Since centralized scheduling, this previously easy change has now added a layer of complexity. A. Wetsman shared that he has been doing this for some time. In the past, it was easy and would make everything easier for students because the waitlist was eliminated. Additionally, students are in the class on the first day, rather than waiting for an add code. A. Wetsman adds fifteen extra students to his class and by census date, he is back to the normal cap due to students not logging on. He clarified that this option would be entirely opt-in. He would like Senate to explore this option further. F. Cummings asked if by increasing the cap we may not know the real need for more sections.

- i. **Motion** to form a small taskforce to examine the possibility of increasing caps in lieu of a waitlist for any faculty member who wants that, made by S. Lynch, 2nd by A. Wetsman.

33 yea, 1 nay – motion passes

- B.** Dropping Without a W/EW Deadline for Fall 2020 – In the first two weeks of the semester, a student can drop a class and be refunded without the class appearing on the transcript. After the two first weeks and within 10 days, the class can be dropped without a mark on the transcript, but without a refund. After this time, the class can be dropped with an EW, but they can get a refund. Therefore, students who withdraw within the second timeframe will not get a refund. Administration is asking to merge the second timeframe, so that all students get a refund.

- i. **Motion** to approve making the drop without a “W” deadline the same a date the drop with a refund for Fall 2020, made by D. Arazi, 2nd by A. Rhodes

Discussion: S. Lynch asked if we could incorporate this change for spring semester.

K. Smith shared that if we are in the same remote situation for Spring 2021, he has a list of items we will have to discuss. R. Bethel wants to make sure that we do not make a blanket statement so that this is not carried over when we come back to campus.

Amended motion to support the Senate Exec’s decision to merge the drop without a “W” deadline with the drop with a refund deadline, made by D. Arazi and 2nd by A. Rhodes.

31 yea, 0 nay – motion passes



Academic Senate 2020-21

IX. Committee Reports

- **Academic rank** - has not met and is waiting for decision for PFC on the new guidelines that were proposed in the spring.
- **Curriculum** – will be bringing back tech review. CurriQunet has a lot of features that are free, and you may see these features soon.
- **Guided Pathways**
 - Student Success Teams Phase 1 will kick off on Sept 4 with a Success Team Training. Each AoI will have a Student Success Teams that will include counselors, classified staff, and the area dean. The first goal of SST is to work with students with 45 or more units who plan to transfer and have not completed transfer-level math and/or English will receive guided exit support from Student Success Teams to increase their completion rates. We are planning to bring Success Coaches on for the SSTs. This has not yet been approved by GPSC. This recommendation is coming from Leadership Group.
 - Maps for each of our programs that were finalized and uploaded over the summer. Career Coach has been uploaded and students can now access the career exploration tool.
 - The Student Success Data Dashboard is complete and will be used by student success teams to identify students with 45 units and have not completed transfer level English and Math.
 - The Next GPSC Meeting will be on September 11
- **ITP** – have not met this semester
- **Distance Education** – no report
- **OER** – first meeting this Thursday. There will be a competition grant funded by the Department of Education. Rio Hondo may compete for this grant.
- **Staff Dev** – Flex Coordinator position has opened. Once per week there are staff development announcements sent out. Classified staff had a professional development event over the summer, and it was recognized statewide in the RP Group.
- **Outcomes**
 - The first major task is closing the loop for fall 2020 as part of the program plan, which is due on September 25th. Still collecting Fall 2019 close the loop forms, which refer to data from 2018-2019. These forms need to be emailed directly to A. Cartagena because those program plans have been closed.
 - The workgroup meeting today is looking at PLOs for the programs that are going under review. Meeting with program managers from each area to ensure that all PLOs are formatted the same. This meeting is meant to streamline the process and ensure that what is in TaskStream is in the college catalog. The same is being done for Course Level Outcomes (CLOs).
 - A. Wetsman asked if closing the loop is the assessment report referencing data from the 19-20 academic year. A. Cartagena confirmed that this is correct. A. Wetsman went on to question the timing of this work, as it is being asked in September and faculty are not required to submit this report until the end of the academic year.



Academic Senate 2020-21

Discussion ensued reviewing the timing that the assessment is being requested when contractually faculty do not have to complete the assessment until the end of the academic year. This request puts a lot of pressure on faculty to do the copying and pasting onto TaskStream when faculty are already overextended.

- **Motion** that the Senate President and RHCFA President get together and discuss ways that they can advocate for faculty parity and the outcomes work required, made by S.Lynch, 2nd by R. Rios.

Discussion: A. Cartagena shared that this continues to be discussed at the SLO Symposium. R. Rios shared that we may have to create an MOU for the work on learning objectives. At this point, this matter has not been formally brought to the RHCFA. S. Lynch would like to ensure that the work is substantive and understands that we need to comply for accreditation. Discussion ensued regarding the SLO inputting process.

24 yea, 0 nay – motion passes

- **IEC**– has not met
- **Program Review** – program plans and program reviews are due on September 25th.
- **PPC** – meeting this Thursday
- **Equity** – the Student Equity Committee has not met this semester - two cohorts of the Rio Teaching for Learning Institute are immersed in learning and relating culturally responsive pedagogy. Also, the Cafe Con Libros on When They Call You a Terrorist discussion is happening on Canvas. Please reach out to J. Mora if you want to be part of that conversation.
- **SSSP** – has not met yet; however, in relation to student support, a reminder to everyone that all students enrolled in a Canvas have access to Learning Assistance Center/Writer's Resource Center. Students can visit this Canvas shell to sign up for tutoring and/or visit our virtual Writer's Resource Center (WRC). With the WRC, students can receive help and support from English faculty with their writing, regardless of discipline.
- **ASCCC OERI** – keep a lookout for emails regarding various OERI opportunities. Some examples of these opportunities are a stipend to apply for a position on the statewide academic senate, trainings, or webinars.

X. Announcements

- A.** Kudos to Matt Schleicher and Bill Korf for summer musical done via Zoom.
- B.** Morale Activity - K. Smith sent an email to Administration to discuss how to improve campus morale. A group was assembled to think of ideas and some examples are zoom yoga to destress, or dean have happy hours with their faculty once per month.

XI. Adjournment: 2:28pm