

Academic Senate Minutes

November 2, 2021 1:00 p.m.

Location: <https://cccconfer.zoom.us/j/92068818199>

Members Present: Sheila Lynch, Margaret Griffith, Rebecca Green, Rudy Rios, Farrah Nakatani, Dave Lindy, Tyler Okamoto, Wendy Carrera, Angela Rhodes, Marina Markossian, Libby Curiel, Michael Koger, William Curington, Dorali Pichardo-Diaz, Jose Lara, Jorge Huinquez, Diana Valladares, Andrea Kurtin, Tanja Baum, Razvan Stoian, Mike Hinze, Steve Johnson, Fran Cummings, Erin Irwin, Shirley Isaac, Matsuno Ryan, Jupei Hsiao, Diego Silva, Tammy Camacho, Lanyi Peng, Katie O'Brien, Robin Babou, Angelica Martinez, Shelly Spencer, Matthew Pitassi, Carley Mitchell, Gerson Montiel; **Members Absent:** George Kimber, Frank Accardo, Irma Valdivia, Jeannie Liu, Juana Mora, Kevin Smith, Kelly Lynch, Murad Saakyan; **Ad-hoc Members Present:** Elizabeth Ramirez; **Guests:** Adam Wetsman, Kevin Barman, Scott Jaeggi, Michaela Brehm,

1. **Call to Order** – 1:02 pm
2. **Approval of Minutes** – October 19, 2021- Approved. (Moved by Rebecca Green, seconded by Shelly Spencer). Motion passes.
3. **Public Comment** – None
4. **Presidents Report**
 - a. *Report from ASCCC Representative- Shelia Lynch- Area C-* Met in October to look at resolutions. Some of these resolutions are in the process of being amended. They will be voted on during the ASCCC Fall Plenary session which meets this week, November 4-6. There will be four discipline review hearings which affects how minimum qualifications will read. The four disciplines are Asian American Studies, Native American Studies, Nanotechnology Studies, and Geographic Information Systems. The one that affects Rio Hondo College most directly is the Geographic Information Systems discipline. What has been presented is that a brand new discipline would be created. Warren Roberts, who teaches GIS at Rio Hondo, is one of the people who wrote a testimonial letter stating it is a good idea.

Sheila sent an email out with the ASCCC Fall Resolutions packet. Some of these resolutions are in the process of being amended. Comments or questions, please send to Sheila Lynch.
 - b. *Program Review Volunteers-* President is soliciting volunteers. Program review will be held Mon, Dec 6th-Thu, Dec 9th. Follow-up email will be sent. At least 2 faculty members are needed for each day. Senators who volunteered during meeting were: Diego Silva and Wendy Carrera.
 - c. *Accreditation Road Show-* Rebecca and Dorali will be attending several division meetings to review the document labeled as “faculty cheat sheet for accreditation” that was created. The document includes a self-evaluation rubric for faculty to review. An area that the accreditation visit team will be looking for is regular and substantive contact. They will specifically be looking at two areas: student-to-student contact and faculty initiated contact. (Faculty can always contact Alyson for support with outcomes). The faculty cheat sheet included

some ideas of student-to-student contact and faculty initiated contact. Goal is to do a variety of these each week. Not too late to implement some of these ideas in your class. Accreditation team will be looking at about 5% of Fall 2021 courses which will be selected at random. Accreditation visit will be virtual. Make sure you are familiar with mission, vision statement, and core values and think about how you use these in your classroom.

Senator mentioned that at the last academic senate meeting many faculty were taken aback about what Caroline Durdella said in terms of messaging around synchronous zoom based classes/remote synchronous. For instance, faculty were initially told that if you have at least one live zoom through the semester you're good to go but that does not seem to be what ACCJC is looking for. Has any further conversation been held at the Dean level to push out that message to faculty? Dorali has brought up the topic of "common messaging" to VP of academic affairs in many meetings and it has been a topic of discussion. Emphasizes that all faculty will benefit from common messaging. Uses any opportunity to remind administration that that deans approached faculty and requested that if any portion of the course being taught could be live that they would want to label it as synchronous and that was faculty being team players. However, now faculty are being reprimanded for it and that's not fair. It was brought up during negotiations many times.

d. *Presidential Hiring Committee*- Beginning November 19th. Per our by-laws, the senate exec team participates in hiring committee. Dorali advocated for an 8th faculty representative since there are 8 members on exec but was unsuccessful. At the last board meeting, a board member mentioned that faculty might be over represented but there will be a future discussion regarding faculty representation on hiring committees. For this hiring committee, we will continue with past practice and move forward with 7 faculty representatives. Hope to hire someone by July 1st.

e. *Update on Schedule of Classes for Spring 2022* - Schedule was pushed back from Mon, Nov 1st to Friday, Nov 5th. Registration has not been pushed back.

f. *Committee Appointments (Appendix B)* - Please refer to Appendix B for Credit for Prior Learning taskforce.

g. *ASCCC Exemplary Award Program*- Margaret Griffith nominated Arts and Cultural Programs. The theme is Addressing Inequity in a Time of Crisis.

5. **Vice Presidents Report**

a. *1st Vice President* –No report

b. *2nd Vice President* – Some fun events coming up for students. Please refer to Appendix D for links and refer to Angelica's email sent on 11/2 for flyers.

6. **Unfinished Business**

a. None

7. **New Business**

a. Brown Act: AB 361-

Motion: To continue meeting via teleconferencing due to the continued state of emergency. (Moved by Shelly Spencer and seconded by Wendy Carrera). Motion passes.

b. Resolution to make an exception to catalog rights policy due to the pandemic (Appendix A)- Minor edits are marked in yellow. Senate exec did not want students to be penalized for withdrawing from courses during the pandemic nor have them lose catalog rights so wanted catalog rights to be put on hold for the Spring 2020, Fall 2020, Spring 2021, and Fall 2021 semesters. These semesters should not be counted as a break of enrollment.

Motion: To accept the resolution to make an exception to continuous enrollment and catalog rights policy, due to the pandemic. (Moved by Sheila Lynch and seconded by Wendy Carrera). Motion passes.

c. AP 4100 (Appendix C)- Our continuous enrollment and our catalog rights are in our catalog but they are not codified in our current AP. Trying to update it and codify it in our AP 4100. An "EW" does not count towards maintaining continuous enrollment so would like to update this. Anything not in yellow is lifted from the catalog. The yellow highlighted parts are changes we are recommending. Trying to codify what our practices have been. Our practice has been that students can have catalog rights at the time they started with us through the time they completed with us as long as they maintained continuous enrollment. As such, they can elect to choose any catalog from start to finish. Also looking to change some language and recommend that it states, "petition for an exception to continuous enrollment be sent to Admissions and Records Department" as opposed to director of Admissions and Records (so as not to specify any particular individual). If approved here, it will then go to PPC then PFC. Due to this, there may be edits to it but this is what Senate is recommending.

Motion: To adapt changes to AP 4100 as reviewed by Elizabeth Ramirez. (Moved by Angela Rhodes and seconded by Wendy Carrera). Motion passes.

d. Executive Motion: The Academic Senate shall form a taskforce to make recommendations about the role of remote synchronous instruction in department course scheduling to offer students options post-pandemic. Rebecca mentioned this motion stems from a discussion she had with Kevin Smith about our synchronous capabilities now. It feels like some divisions offer synchronous and some do not. From academic point of view, we should have a task force to make a recommendation as educators and relay our opinions of synchronous, a synchronous, and on ground teaching and how to make room for those 3 modalities. Looking for people who might be interested in having a discussion through an academic perspective not working conditions (this is for RHCFA).

Senator asked who we are making this recommendation to and the response was to the district/upper administration. Also asked what is the point of the taskforce. Rebecca mentioned that some deans are reluctant in offering asynchronous courses and some deans are encouraging of it. Currently no guidance/protocol. Would like to see the academic senate point of view of on these modalities. Thinks it would be good to form an opinion from academic senate to guide a conversation with upper administration.

Another senator recommended that each division have a representative in the taskforce due to different needs. Student voice has also been sought and Angelica is having ongoing conversations with students which will be brought to the taskforce.

An amendment was made to the motion:

The Academic Senate shall form a taskforce with at least one representative of each division to make recommendations about the role of remote synchronous instruction in department course

scheduling to offer students options post-pandemic. (Moved by Sheila Lynch and seconded by Wendy Carrera).

There was a discussion on being more specific in motion and that there should be at least one representative from each department but the current language does allow for multiple people in a division to participate. If the language changes to include "at least one representative from each department", it will be too large of a group. Academic Senate will ultimately have final say and be able to speak on it.

Called to question by Shelly Spencer and seconded by Katie O'Brien. Motion passes.

Amended Motion: The Academic Senate shall form a taskforce *with at least one representative of each division* to make recommendations about the role of remote synchronous instruction in department course scheduling to offer students options post-pandemic. (Moved by Sheila Lynch and seconded by Wendy Carrera). Motion to amendment passes.

Now, there was discussion on whole motion. Senator asked for clarification whether this is a curriculum issue. Rebecca and Dorali explained why this is not a curriculum issue and reinforced the need to form an opinion from an academic point of view and within academic senate to make a recommendation to upper administration about our discipline expert opinions. Clarified that we are exploring this and no resolution has been made. Another senator brought up a concern about ACCJC checking on Canvas shells for in-person classes that may not reflect the work that is being done on-ground. Dorali explained that just because a faculty member has a Canvas shell does not mean it will create a problem. Anyone can have a Canvas shell to house documents and other resources. Only those considered DE classes will be reviewed by ACCJC. It is really more about how the class is listed on the class schedule.

Motion: The Academic Senate shall form a taskforce with at least one representative of each division to make recommendations about the role of remote synchronous instruction in department course scheduling to offer students options post-pandemic. (Moved by Sheila Lynch and seconded by Wendy Carrera). Motion passes.

8. **Committee Reports**

Senate Committees:

- i. Academic Rank –Application period is open. Applications are due Dec 4th by 6pm. Encourage faculty to apply. If you have any questions, please email Angela Rhodes.
- ii. Curriculum - In order to guarantee inclusion in the 22-23 catalog, all proposals need to be launched in CurrIQnet by 11/5 with all of the required approvals completed by noon on 11/10.
- iii. Instructional Technology (ITC)- None
- iv. Online Education (OEC)- None
- v. Open Educational Resources (OER)- There are three members from the OER Committee on Academic Senate. Karen Gottlieb from Health, Science, and Nursing has agreed to serve as acting chair at this Thursday's meeting. Patricia Hughes is the new Communications and Languages division representative.

vi. Staff Development/Flex – To view available FLEX Breakout, RIO Talks and last semester's Happy Hacks go to our Staff Dev homepage www.riohondo.edu/staffdev or <https://riohondo.instructure.com/courses/13372>

vii. Outcomes – None

b. *Planning & Fiscal Council Committees:*

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i. Institutional Effectiveness (IEC) – None

ii. Facilities- Scott Jaeggi introduced himself. If you have any concerns regarding facilities at your work locations, including satellite campuses, please email sjaeggi@riohondo.edu. Jodi Senk is also a member of the committee and you can contact her as well at jsenk@riohondo.edu. In your emails, please provide the location and details of the issue(s). Please include photos if applicable.

iii. Program Review – None

iv. PPC – None

v. Safety - None

c. *Other Committees:*

. Basic Skills - None

i. Bookstore - None

ii. Enterprise Systems Advisory - None

iii. Online Education Initiative (OEI) – None

iv. OERI – Lots of resolutions coming up in plenary come from OERI.

v. Student Equity- None

vi. Student Success and Support Services Program (SSSP) – None

10. **Announcements** –

Dorali mentioned that last year we did not do our faculty prioritization work but will be doing it this semester and in Spring 2022. Will need faculty volunteers. First goes to exec board and PFC members, if they are unable to Dorali will send an email. Dates are Friday, Nov 5th ad Fri, Dec 3rd for 2 hours beginning at 1pm.

11. **Adjournment** – 2:15pm

Appendix A

RESOLUTION TO MAKE AN EXCEPTION TO CONTINUOUS ENROLLMENT
AND CATALOG RIGHTS POLICY DUE TO THE PANDEMIC

WHEREAS the 2021-2022 RHC Catalog states that “If there is a break in enrollment for more than three consecutive semesters, the student will be ~~helped~~ held to the requirements listed in the catalog at the time of re-enrollment,”

WHEREAS due to the pandemic, students may have a break in enrollment at Rio Hondo College for more than three semesters,

WHEREAS the continuous enrollment statement in the 2021-2022 College Catalog allows for students who have earned an A, B, C, D, F, P, NP, I, or W to maintain continuous enrollment,

RESOLVED the Academic Senate declares that, for the purposes of evaluating a student's continuous enrollment standing to be used for determining catalog rights, Spring 2020, Fall 2020, Spring 2021, and Fall 2021 shall not be counted as a part of a break in enrollment.

RESOLVED the Academic Senate recommends that students who have earned an Excused Withdrawal retain continuous enrollment status and that this be retroactively applied through Spring 2020.

Appendix B:

CPL Taskforce	Diana Valladares	Counseling
CPL Taskforce	Claudia Romo	Counseling
CPL Taskforce	Arely Castaneda	Veterans/Counseling
CPL Taskforce	Rudy Rios	Business
CPL Taskforce	Richard Beckman	Public safety
CPL Taskforce	Ygnacio Flores	Public safety
CPL Taskforce	Carley Mitchell	Public safety
CPL Taskforce	Dave Balch	Public safety
CPL Taskforce	Farrah Nakatani	CTE
CPL Taskforce	Marius <u>Dornean</u>	CTE

Appendix C:

IV. Catalog rights and continuous enrollment

For the purposes of meeting degree or certificate requirements, students may elect to meet the requirements of either: 1. The catalog that was in effect at the time they began and maintained continuous enrollment at Rio Hondo College; or 2. Any catalog that is or has been in effect during the time that they have maintained continuous enrollment before graduation; or 3. The catalog that is in effect at the time they file an application for a degree or certificate.

“Continuous enrollment” is defined as being enrolled in at least one course each semester and receiving an A, B, C, D, F, P, NP, I, W, or EW at Río Hondo College or any other campus within the California community college or university system. If there is a break in enrollment for more than three consecutive semesters, the student will be held to the requirements listed in the catalog at the time of re-enrollment. Absence from a summer session is not considered a break in enrollment. In extenuating circumstances, a student may submit a request for an exception to the continuous enrollment policy to the Director of Admissions and Records for consideration.

Appendix D:

Wednesday, November 3rd @ 4pm-5:30pm: Sopas Cooking Class with Chef Justin Hartley!

Sign-Up to pick-up your ingredients! <https://www.surveymonkey.com/r/CYVQGXF> - space is limited!

<https://cccconfer.zoom.us/j/97857749127?pwd=N3RhL1NOd0JmSm9zbW05WGIJaiBUQT09>

Password: CuL8R! (case sensitive)

Wednesday, November 3rd @ 12pm-2pm: Grocery Grab & Go!

In-Person in front of Student Services Building

Thursday, November 4th @ 3pm-4:30pm: Fierce Self-Care

Direct

Link: <https://cccconfer.zoom.us/j/95217460606?pwd=Slk1Y29yMmZFU0o4UzdSOTJ3dE4vdz09>

Password: VIP2021

Friday, November 5th @ 3pm-5pm: Movie Night!

<https://cccconfer.zoom.us/j/97857749127?pwd=N3RhL1NOd0JmSm9zbW05WGIJaiBUQT09>

Password: CuL8R! (case sensitive)