

Academic Senate Minutes

February 15, 2022 1:00 p.m.

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

Members Present: Sheila Lynch, Margaret Griffith, Rebecca Green, Farrah Nakatani, Dave Lindy, Tyler Okamoto, Wendy Carerra, Angela Rhodes, Marina Markossian, Libby Curiel, Michael Koger, William Curington, Dorali Pichardo-Diaz, Jose Lara, Jorge Huinquez, Diana Valladares, Andrea Kurtin, Tanja Baum, 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, Gerson Montiel, George Kimber, , Irma Valdivia, Jeannie Liu, Juana Mora, Kevin Smith, Kelly Lynch, Murad Saakyan; **Members Absent:** Carley Mitchell, Frank Accardo, Razvan Stoian, Rudy Rios; **Ad-hoc Members Present:** Elizabeth Ramirez; **Guests:** Adam Wetsman, Kevin Barman, Lizette Arevalo, Alyson Cartagena, Heba Griffiths, Cynthia Lewis, Don Miller, Jill Pfeiffer, Vann Priest, Tina Sanchez, Colin Young

1. **Call to Order** – 1:01 pm
2. **Approval of Minutes** – November 16, 2022- Approved. (Moved by Shelly Spencer, seconded by Angelica Martinez). Motion passes.
3. **Public Comment** – None
4. **Presidents Report**
 - a. *Equitable Placement- Guest Dr. Don Miller VPAA-* Provided a legislative update on the most recent memo sent out by the Chancellor's Office relating to AB705. Explained that the faculty in the Math and English departments along with the deans in those respective areas have been working for three years on AB705 requirements which were basic skills Math and English courses and also transfer level Math and English courses. AB705 came into effect in late 2017 so compliance started in 2018 through now. The most recent update that we have is English and Math faculty created support courses and other elements for students to be able to engage in transfer level Math and English in their first year on campus. Placement was made through HS GPA rather than older placement instruments such as Accuplacer. There was a memo sent out by the Chancellor's Office on Nov 18th of 2021 indicating if colleges did anything other than follow the generic rules for equitable placement of students into transfer level English and Math, that the college would have to prove to them statistically that any local practices were functioning for through-put (through put from what were basic skills into transfer level courses in the first year). So IRP completed the survey required by this new memo to see where our numbers were and based on the data we do not have success in terms of the required through-put rate from basic skills English and Math courses into transfer level Math and English courses in a student's first year as required by the law and required by the Chancellor's Office directives in the Nov 18th memo. So now we are required to comply with the standard practice which is all student will enroll into transfer level English/Math starting Summer 2022 and the college will no longer be offering pre-transfer level Math and English courses (previously known as basic skills). Right now, the 5C's which are the California Community College Curriculum Committee, ASCCC, Statewide Senate Representatives, Statewide Chief Officer Representative and the Chancellor's office are working on updates to Title 5 which used to allow pre-level math for local

degrees but that will no longer be the case once new Title 5 changes come into effect. We will know these details later in the semester. There will be a 45-day comment period as it goes before the BOG then the BOG will hear more about it then there will be an additional 15-day open comment period. From that point, the BOG will look to implement the new changes. (All these memos can be found on Chancellor's Office website). There is a new Assembly bill being entertained by the legislature, AB1705, a bill that is even more restrictive and more detailed in its mandates to the Community Colleges. If AB1705 becomes law, there will be no flexibility in possibility of compliance with the regulations. Based on the year data that the Chancellor's Office requires us to report to them, we do not have evidence to the contrary, and we will have to follow mandate which is students will be placed into transfer level English and Math. However, the Math and English departments have built in support courses to assist students. In PFC, there's a task force that was considering keeping the basic skills committee as it was even though due to AB 705 pre-transfer level courses will no longer be offered. Dr. Miller's recommendation is that the group concentrate on all the support systems that students will need to achieve success and perhaps revitalize that committee with a new name and take on a new charge. If this group decides that a new version of the committee needs to be created, then questions for them would be: does the college increase tutoring levels, do we have embedded tutors, do we have embedded librarians? What other pieces of support are necessary? These questions would be for the group to entertain if they become a new version of the basic skills committee or they recommend a new committee. This is to ensure that students do not fall through the cracks. Dr. Miller believes it will be key for faculty leadership to work with others on campus to envision what those additional supports might look like beyond the support courses already in place.

A senator expressed concerns about leaving students behind and closing the door to some students who are in need of some bridging of the gap. Hopes that the committee pays attention to the students who are not part of the through put and how to assist them.

Another senator brought up a concern regarding ESL placement. Senator is worried about students who went to a California HS for 1 or 2 years, and based on placement rules would be cleared to take English 101. From experience, their English levels are not ready. Due to the recent guidelines, he is concerned about who is going to be funneled into transfer level English without really having English fundamental skills. In his new role, as the tutoring center coordinator, is happy to help with embedded tutors and any other ideas.

Dr. Miller mentioned that recently at the BOG meeting, the ESL equitable placement committee at the state level has made very specific recommendations on ESL placement instruments and only supported specific pieces of certain placement instrument that could be used globally. Dr. Miller is happy to get the specific language and share that out. Dr. Miller feels it will be important for Tyler and the college to ensure there is sufficient funding and staff for these tutoring services.

Another senator asked what administration is doing to help facilitate some of the work that is going to be needed. Mentioned that other colleges who had successful AB 705 implementation leading to higher levels of throughput had redesigned curriculum, redesigned instructional practices, increased faculty collaboration and even changes to physical space. All the work that needs to be done and how are we going to make that happen as an institution? How do we support the people working on this to make it happen? What is being done to help facilitate this? It requires a lot of resources.

Dr. Miller mentioned that as far as curriculum, the Math and English departments have been working on this for several years to design the supports that are necessary. The college has

also had equity minded instructional practices trainings in the last year or two. He plans to talk to Katie about Professional Development along with the leadership in the student equity and achievement program and guided pathways. Hopes that the work group from PFC talks collaboratively. Really hopes that it becomes a new version of the committee that outlines and talks about how to create all the instructional support services (Wrap-around services that will support students). Dr. Miller willing to engage in conversation to see where we go from here.

Another senator asked if there an invitation for people to join this committee. Dr. Miller said if the recommendation from that group is to realign the committee then it becomes a formal shared governance committee and will need to seek membership according to our structural design for shared governance.

Academic Senate President mentioned that one of our exec members, Angela Rhodes, is on that basic skills task force and as soon as they determine how they reimagine that task force then we can open the committee and look for membership from senate and across the campus.

b. *Spotify and iHeart radio Ad (Appendix A)*- Academic President shared the ad marketing made.

c. *Accreditation- regular and effective contact (Appendix B)*- Academic President mentioned that if your class was selected to be audited for regular and effective contact, you should have received an email as seen on Appendix B. Please make sure to check your clutter/junk mail.

d. *Honorable Mention in Exemplary Program Award* – The Arts and Cultural Program received an honorable mention for the BOG Exemplary Program Award where the theme was addressing inequity in a time of crisis.

e. *Hiring Committees*- VP Kuperman has an idea to pilot a process for future hiring committees where only orientation dates will be set and have volunteers from different constituent groups. Once those individuals go through the orientation, those that are on the committee will then agree on future meeting dates. Stay tuned and we will see if that is the direction to go in. There has been a lot of conflict with people's schedules and interviews being scheduled during times where faculty are busy/class time conflicts or interviews are being held when faculty are fulfilling other responsibilities or are on other committees.

f. *RHC Vaccine Clinic (Appendix C)* - Being held on Thursday, Feb 17th from 12pm-4pm.

g. *Senator elections*- Academic Senate President sent out an email to all Deans in January asking them to allot time for elections to be held for any senate seat terms that might be up for re-election. She has received the number of full-time faculty in each division and will be double-checking those. An email will be sent out letting each division know which senate seats are up which can also be found on the Senate website.

h. *Committee Appointments (Appendix D)*- Showed the committee members for the Director of Accounting Hiring Committee.

5. **Vice Presidents Report**

a. *1st Vice President* –It is time for nominations for Distinguished Faculty Award. Rebecca will send an email about this and attach a nomination form. It is due on Friday, March 4th. Rebecca is also looking for people who would like to serve on this committee. If interested, please email her.

b. *2nd Vice President* – ASRHC has begun to meet on campus for their weekly meetings. Two of their meetings are virtual and two are in-person meetings. No event calendar yet.

6. **Unfinished Business**

a. None

7. **New Business**

a. Brown Act: AB 361 (Appendix E) -

Motion: To continue meeting via teleconferencing due to the continued state of emergency. (Moved by Rebecca Green and seconded by Angela Rhodes). Motion passes.

b. Bylaws Update (Appendix F)- According to our bylaws, in the first two weeks of every spring semester, the Executive Council will conduct a census of full-time faculty in each Division and review the College's organizational structure. This census and organizational review will be used to determine the number of Senators allotted to each Division in the following academic year. Appendix F shows the change in the college's organizational structure. There are 3 divisions in Student Services. They have changed their names and moved around a little bit. Counseling and Student Success is now called Counseling in the new org chart. The other change you can see is that Student Affairs and Student Services is now called Student Affairs and Student Financial Services and Student Success. According to our constitution, this requires a 2/3 vote and we will need to do a first reading today and a second reading at the next meeting.

Senator asked for President to explain what the vote is for. President explained the changes are seen in red in Appendix F.

Another senator noted a change- Math and Sciences has changed to Math, Sciences, and Engineering.

Another senator asked for President to explain how the vote would impact Senate to make these changes regarding Counseling. President explained the reason why Student Affairs and Student Financial Services and Student Success are usually combined: because there is a small number of faculty in each of these areas and historically there have been times when there is only one full-time faculty member. Currently, under the new organizational chart, there are three full-time members in Student Affairs and Student Financial Services. Has not received a census update from Student Success so is waiting to hear back.

One senator mentioned she is in favor of this but is wondering if this is a bylaws change or just a change in name. Mentioned we will be having a new College President which might change the names again. President mentioned the reason why Senate Exec thought it was a bylaws change is because some faculty were moved around which might change the numbers that are being represented in the areas.

Sheila said it might change apportionment and another is wondering what that means. Are we just changing the name or what are the ramifications of changing the bylaws?

President mentioned that Student Services organizational chart has been changed at least three times in the last few years and when that happens faculty change areas. Mentioned that at one point, there was only one faculty member under what used to be Student Affairs.

Senator asked if any faculty from Student Success has been moved to Counseling. President would not be able to say yes with certainty. Senator does not think there will be a big change in regards to Senator count.

President suggested to table this item until next meeting because at that point she will know exactly what names will go under what area and if it will have any impact. Also, explained that in senate exec, there was a discussion that if the change could potentially change the number of representatives in the area, then we need to do two readings.

Another senator mentioned that it would only really affect bylaws if there is “redistricting” and because since each division receives a certain amount of seats based on faculty in that area it turns into a bylaws issue. Also, mentioned that this is a bit of a problem because we will be nominating officers at our next senate meeting. President acknowledged that we will be operating under current bylaws which is how we have been voting the last couple of years. Once we do the changes, it wouldn’t take effect until next academic year.

Motion: To table item 7b until next meeting on March, 1st. (Rebecca Green moved and seconded by Angelica Martinez). Motion passes.

c. 4-6 week Class Resolution (Appendix G)- There was a task force that was formed last semester to review the feasibility of offering for the six week classes and they provided some language to Executive Board, and then Senate exec worked to kind of tweak it and clean it up, and so Appendix G is the final draft.

Senator asked a clarifying question if we should not have been offering DE classes in less than 8 weeks up until this point. There were winter classes that were offered online that indicated that they were meeting for 13.5 hours each week which is nowhere near what is required to meet the AP.

Jill mentioned that is something for the district to answer. Mentioned that the task force unanimously agreed that offering 4-6 week asynchronous DE courses was a viable option. Noted that the district/a committee is currently cleaning up the schedule and making sure that there will be notifications stating the in- class time and out-of-class time expected for the courses.

Another senator asked if all our current DE courses align to the OEI rubric or is it just a suggestion for these courses. Jill said it is only an option that faculty have and is simply a recommendation. Jill initially wanted to form this task force so that RHC can maintain a competitive environment and serve students to fit their needs.

Senator brought up a concern regarding having student take multiple 4-6 week classes simultaneously. Senate President referred back to Appendix G and indicated some of the models recommended to faculty such as cohort models or fast-track options and clear communication in the schedule laying out the in- class time and out-of-class time expected for the courses. This may work better in some areas than other areas. It will be up to each faculty to determine if this model would work well for the student population they serve. Jill emphasized that the district cannot impose a 4 or 6 week class on faculty.

Senator mentioned her biggest concern about this is students. Specifically, those who do not speak to a counselor and who may attempt three or four classes during the same short-term period, which is not possible given the hours in a week. The catalog states an 18-unit limit per semester. A student could take all 18 units in one 4-week period. The concern is that we could be setting students up for failure. Jill mentioned all the issues were discussed in the task force

and there is a plan in place to address these issues. Another senator mentioned how glad she is to see this come through and how it can benefit students.

Motion: To adopt the resolution on Appendix G to examine 4-6 DE class options. Motion passes.

- d. Special Awards- An email was sent out by Renee from the President's Office regarding this which follows BP 1500. Typically, Academic Senate forwards a nomination. This award is reserved for those who have made outstanding contributions to the district. Employees, board members, and others for the progress and development of Rio Hondo College. So a plaque containing the Rio Hondo college seal will be presented to the recipient of the award at commencement ceremony and a permanent plaque will be installed at the College honoring each of the fellows. Nominations due on Feb 17th.

Sheila recommended Dr. Kenn Pierson-Geiger for Fellow of the College due to the following:

- 25 years of service to Río Hondo College as of this spring, serving as faculty member and administrator
- Helped launch our distance education program in 1998 as one of the first instructors to develop and deliver an online course (ENGL 101) for the college
- Co-founded the arts and literature journal, *River's Voice*, with its initial publication in 2000 and still working on it
- Served as Dean of Communications & Languages from 2008-2012
- Served as Vice President of Academic Affairs from 2012-2015
- Spearheaded a drive for faculty to create the school's initial Associates Degrees for Transfer, resulting in 20 ADTs created under his leadership
- Steered the college through an accreditation self-study and follow-up in 2014-15

Motion: To recommend Dr. Kenn Pierson-Geiger for Fellow of the College. (Sheila Lynch moved and seconded by Rebecca Green). Motion passes.

e. Academic Rank Advancement- Academic Rank committee convened and reviewed applications and based on the criteria set forth in BP 4245, they would like to recommend the following faculty (Appendix H) for their respective academic rank. There were 36 applicants this year. 12 for Assistant Professor, 20 for Associate Professor, and 5 for Professor.

Motion: To approve the 2021-2022 Academic Rank recommendations. (Wendy Carrera moved and seconded by David Lindy). Motion passes.

8. **Committee Reports- *Due to time constraints, there were no committee reports***

Senate Committees:

i. Academic Rank –

ii. Curriculum –

iii. Instructional Technology (ITC)-

iv. Online Education (OEC)-

v. Open Educational Resources (OER)-

vi. Staff Development/Flex –

vii. Outcomes –

c. *Planning & Fiscal Council Committees:*

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i. Institutional Effectiveness (IEC) –

ii. Facilities-

iii. Program Review –

iv. PPC –

v. Safety -

d. *Other Committees:*

. Basic Skills -

i. Bookstore -

ii. Enterprise Systems Advisory -

iii. Online Education Initiative (OEI) –

iv. OERI –

v. Student Equity-

vi. Student Success and Support Services Program (SSSP) –

10. **Announcements** – None

11. **Adjournment** – 2:20pm

Appendix A

[https://adstudio-
assets.scdn.co/mp3/dffd2f8ff1ce51cf546604faeabebe1a6d1ce696.mp3](https://adstudio-assets.scdn.co/mp3/dffd2f8ff1ce51cf546604faeabebe1a6d1ce696.mp3)

Appendix B

Fw: Accreditation Three accepted the Course Invitation



[Redacted Name] <[Redacted Email]>

4:28 PM



To: Dorall Richards-Diaz

From: [Redacted Name] (Enhanced) (72232) <notifications@instructure.com>

Sent: Wednesday, January 19, 2022 3:44 PM

To: [Redacted Name]

Subject: Accreditation Three accepted the Course Invitation

Accreditation Three just accepted their invitation to participate in the course, ENGL [Redacted] (Enhanced) (72232).
Course role: Teacher



[See the list of current enrollments](#) | [Update your notification settings](#)

Appendix C



FREE COVID-19 VACCINATIONS

AVAILABLE IN YOUR COMMUNITY

VACUNAS GRATIS DE COVID-19
DISPONIBLES EN SU COMUNIDAD

WHERE - DONDE

RÍO HONDO COLLEGE - Parking Lot C
3600 Workman Mill Road
Whittier, CA 90601

WHEN - CUANDO

Thu., Feb. 17 - 12:00pm - 4:00pm

Jueves 17 de febrero - 12:00pm - 4:00pm

100 doses available on a first-come, first-served basis.
100 dosis disponibles por orden de llegada.

WHO IS ELIGIBLE

QUIEN ES ELEGIBLE

Age 5 and up

5 años en adelante

**Walk-ins are always welcome;
however, appointments are
recommended for quicker service.**

Sin cita son siempre bienvenidos,
sin embargo se recomiendan citas
para un servicio más rápido.

**Vaccines are safe,
effective and free!**

¡Las vacunas son seguras,
efectivas y gratuitas!

PFIZER VACCINE

Please bring a government issued ID

Recuerde traer una identificación con foto.

For more information please contact:

Para más información favor de contactar:

Office of Government and
Community Relations

Ana Xulu

(562) 463-7268

axulu@riohondo.edu



<https://gorio.page/VeritasVaccines>



MC01.11.2022

Appendix D

Director of Accounting Hiring Committee	Marissa Young	Business
Director of Accounting Hiring Committee	Dorali Pichardo-Diaz	Counseling
Director of Accounting Hiring Committee	Lydia Gonzalez	MSE

Appendix E

Steps for AB 361 compliance

Discussion item: Are we still in a state of emergency? If so, do either of the following circumstances exist?:

1. The state of emergency continues to directly impact the ability of the members to meet safely in person; or
2. State or local officials continue to impose or recommend measures to promote social distancing

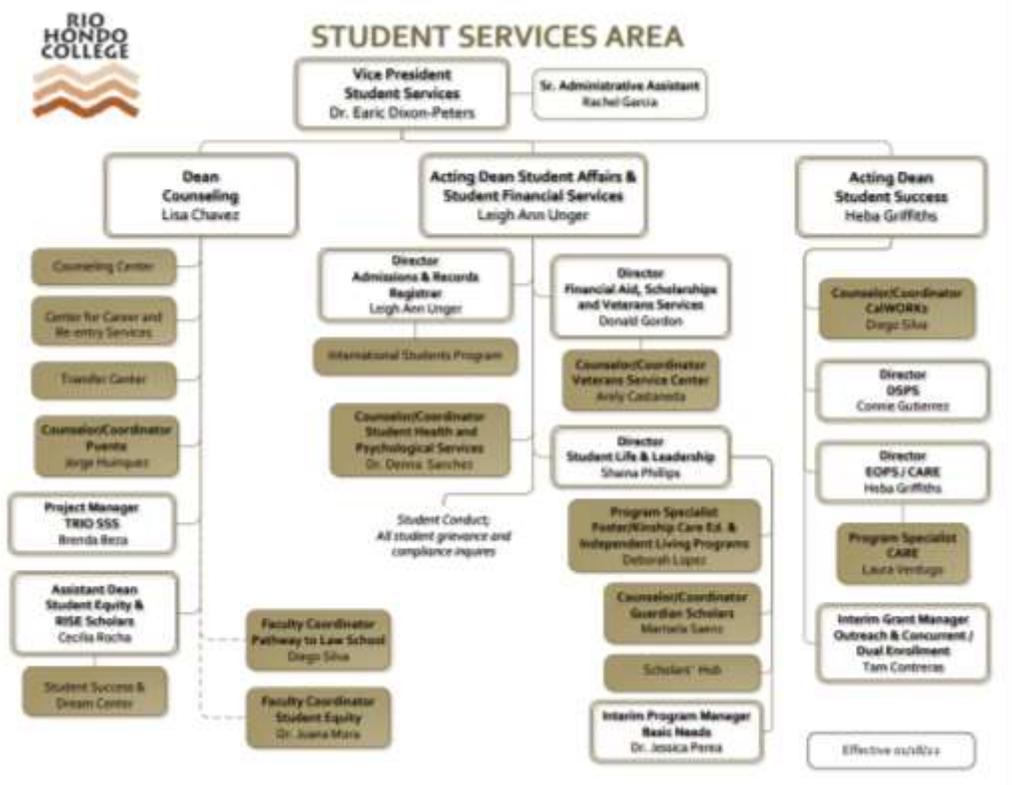
If the answer is "yes" and either of the above circumstances exists, then the committee can take a vote on the following:

Motion: To continue meeting via teleconferencing due to the continued state of emergency.

Every 30 days: Reapprove the motion related to meeting via teleconferencing due to the continued state of emergency.

Note: the initial discussion and motion should be taken by the local legislative bodies (shared governance committees such as Academic Senate and its subcommittees) as soon as possible or no later than their first meetings of October 2021.

Appendix F



Bylaws

I. Allocation of Members

II. Membership shall be appointed by Division. Each Division shall be responsible for developing guidelines for the allotment and election of its Senators. For purposes of Academic Senate representation, the following are considered to be Divisions:

- Arts and Cultural Programs
- Behavioral and Social Sciences
- Business
- Career and Technical Education
- Communications and Languages
- ~~Counseling and Student Success~~ Counseling
- Health Sciences and Nursing
- Kinesiology, Dance, and Athletics
- Library
- Mathematics and Sciences
- Public Safety
- ~~Student Affairs and Student Services~~ Student Affairs and Student Financial Services & Student Success

III. The number of Senators shall be determined by the following table

Appendix G

EXAMINE 4-6 WEEK DISTANCE EDUCATION (DE) CLASS OPTIONS

Whereas, An Academic Senate task force investigated the viability of Rio Hondo College offering 4-6 week short-term DE classes to serve the varying needs of our student population; and

Whereas, The objective of the Academic Senate task force was to explore ways to better serve students by providing additional modalities to assist them in program completion as is the practice of some surrounding community colleges that offer 4-6 week short-term DE classes; and

Whereas, The Academic Senate task force recognizes that, for 4-6 week short-term classes, the hours requirement for weekly student work, both inside and/or outside-of-class, multiplies in accordance with Rio Hondo College AP 4020-Program and Curriculum Development; and

Whereas, The Academic Senate task force investigated the benefits of stand-alone, cohort, and fast-track options; and

Whereas, The Academic Senate task force acknowledges that discipline faculty should explore and determine if 4-6 week short-term DE classes are viable for their department or programs; therefore, be it

Resolved, The Academic Senate at Rio Hondo College requests that the District offer 4-6 week short-term DE classes in accordance with discipline faculty recommendations; and

Resolved, The Academic Senate recommends that, before the beginning of each semester, information regarding the increased time required in 4-6 week short-term DE classes be clearly communicated via counseling, the class schedule, registration notifications, and instructors.

Resolved, The Academic Senate recommends that discipline faculty consider aligning 4-6 week short-term DE classes to the Online Education Initiative (OEI) Rubric through the local process to ensure quality and rigor.

Appendix H

2021-2022 Academic Rank Recommendations

Upon review of their application packages and based on the criteria set forth in Board Policy 4245, the Academic Rank Committee recommends the following faculty members for their respective academic rank.

For the rank of Assistant Professor

Miachelle Andrade, Behavioral and Social Sciences
Eric Caesar, Business
Garima Garg, Mathematics, Sciences, and Engineering
Veronica Holbrook, Mathematics, Sciences, and Engineering
Shirley Isaac, Mathematics, Sciences, and Engineering
Zachary Jensen, Communications and Languages
Michael Koger, Communications and Languages
Anil Muhammed, Business
Norma Perez Villanueva, Communications and Languages
Murad "Michael" Saakyan, Communications and Languages
Tammie Shaw, Behavioral and Social Sciences
Brian Young, Library and Instructional Support

For the rank of Associate Professor

Lizette "Lucha" Arevalo, Behavioral and Social Sciences
Tanja Baum Low, Health Science and Nursing
Gina Bove, Communications and Languages
Arelly Castaneda, Counseling
Melanie Fierro, Mathematics, Sciences, and Engineering
Julio Rene Flores, Counseling
Marina Markossian, Communications and Languages
Roy McCrory, Communications and Languages
William Murphy, Public Safety
Amelia Ortiz, Health Science and Nursing
Maria Romero Morales, Behavioral and Social Sciences
Claudia Romo, Counseling
Mutsuno Ryan, Mathematics, Sciences, and Engineering
Marisela Saenz, Counseling
Matthew Schleicher, Arts and Cultural Programs
E. Miyo Stevens-Gandara, Arts and Cultural Programs
Maxine Sweeney, Communications and Languages
Grant Tovmasian, Communications and Languages
Christine Waugh, Counseling
George S. Wheeler, Arts and Cultural Programs

For the rank of Professor

Ygnacio “Nash” Flores, Public Safety
Santiago Garcia, Behavioral and Social Sciences
Hsing “Angel” R. Ho, Communications and Languages
Marguerite Tress, Mathematics, Sciences, and Engineering

Respectfully submitted,
Angela Rhodes, Ed.D.
Professor of English
Academic Rank Committee, Chair