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September 6, 2022 1:00 p.m.

Location: <https://zoom.us/j/94542479249?pwd=QmE3bExzRi9rTExDZ21MK1VQU1VJQT09>

Attendance: Aditi Sapra, Alex Cadena, Angela Rhodes, Angelica Martinez, Carley Mitchell, Cynthia Lewis, Dave Lindy, Dianna Reyes, Diana Valladares, Diego Silva, Dorali Pichardo-Diaz, Elizabeth Ramirez, Erin Irwin, Farrah Nakatani, Fran Cummings, Frank Accardo, Jeannie Liu, Jorge Huinquez, Juana Mora, Katie O'Brien, Kelly Lynch, Kevin Smith, Libby Curiel, Margaret Griffith, Marina Markossian, Michael Koger, Mutsuno Ryan, Patricia Hughes, Razvan Stoian, Rebecca Green, Rudy Rios, Sheila Lynch, Shelly Spencer, Shirley Isaac, Steve Johnson, Tanja Baum, Tyler Okamoto, Victor Kowalski, Viviana Villanueva, Wendy Carerra, William Curington

Ad Hoc Members Present: Diana Valladares, Elizabeth Ramirez

Members Absent: Andrea Kirton, George Kimber, Gerson Montiel, Marissa Berru-Licon, Robin Babou

1. Call to Order
   1. Meeting Called to Order at 1:02pm
2. Approval of Minutes from May 17, 2022
   1. No corrections to minutes noted
   2. Moved by D. Pichardo/Second by K. Smith
   3. Minutes approved (29 aye/0 nay/2 abstain)
3. 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.
   1. No public comment
4. Guest Report
   * 1. None
5. President’s Report
   1. Land Acknowledgement
      1. A. Rhodes began the meeting with a land acknowledgment of the indigenous peoples who call the greater Los Angeles area home and whose land was occupied and colonized
   2. Announcement: Review Agenda Changes
   3. Announcement: Discussion Expectations
      1. A. Rhodes read off a series of several discussion expectations to try and ensure effective discussions during Senate meetings. Expectations include:
         * 1. Be respectful
           2. Encouraging new senators to “Step up” and for Senior senators to “step back”
           3. Challenge the idea, not the person
           4. Stay focused on issues
           5. Allow senators to express discomfort or support
           6. Acknowledge others’ experiences
           7. Commit to learning from each other
   4. Announcement: Guidepost, Accomplishments, and Goals
      1. A. Rhodes shared the guidepost of IDEAA (Inclusion, Diversity, Equity, Anti-Racism, and Accessibility).
      2. A. Rhodes shared several goals that have been achieved and/or in progress:
         1. A new senator orientation was held to familiarize new and “new-ish” senators with how Academic Senate works
            1. L. Curiel asked if the orientation was recorded. The orientation was recorded and is viewable
         2. A Senator Division Report has been established to help senators communicate what happens in Senate at their Division meetings. Senators are encouraged to adapt the report to their individual Division meetings. The Senator Division Report will be emailed monthly to Senators
         3. A faculty stipend has been approved for the two part-time Senators. Each senator receives $700 annually divided across each semester
            1. K. O’Brien reminded full-time faculty are expected to attend Senate meetings but part-time faculty members may use Senate meetings to fulfill Flex obligations but may not double-dip and receive BOTH Flex Credit and the stipend
         4. Academic Senate has an established budget including release time. A followup email will be sent to Senators asking for ideas on how to spend the budget
            1. S. Lynch suggested printing 10+1 Cards. A. Rhodes informed S. Lynch she already has cards for Senators
            2. L. Curiel suggested shirts to promote visibility on campus
         5. An Academic Senate Logo has been created to identify official Senate business. A consultant was hired to develop the logo (see top of minutes)
         6. In Progress goal: Senate Mentor Program to pair a “newer” Senator with a “seasoned” Senator to establish a point of contact to discuss agendas, meetings, ideas, and questions.
            1. Possible implementation in Spring 2023
         7. In Progress Goal: Got 60? Campaign. This campaign was begun pre-COVID to facilitate student transfer with hopeful rollout in Spring 2023
         8. In Progress Goal: Exec Leadership Development. This goal is still being fleshed out. Suggestions are welcome
         9. In Progress Goal: Senator Social Events Committee. This is to build relationships among Senators. No Senate business will be conducted at these events per Brown Act
   5. Announcement: Procedural Request-Changes to Minutes
      1. Minutes reflect the Secretary’s recollection of words and actions that transpired during meetings. The Minutes are not a transcript
      2. Requested changes to Minutes should be emailed to M. Koger cc A. Rhodes.
      3. Requests will be reviewed by Secretary and President to determine if the minutes should be changed.
         1. Any changes will be reviewed by Secretary at the next Senate meeting. The Senate will then vote on the requested changes
         2. S. Lynch asked if there are questions about the changes, will questions regarding changes be entertained? A. Rhodes replied yes because the requests will go through the standard motion process
         3. K. O’Brien asked when changes should be submitted to M. Koger. A. Rhodes replied the “sooner the better” (i.e., a day or two after Minutes are sent)
   6. Announcement: AB705 data discussion on 9/20
      1. At the end of Spring 2022, there was discussion about AB705. Representatives from IRP will be coming to the 9/20 Senate meeting to discuss data findings (e.g., how students are doing based on GPA bands, special populations, etc.)
      2. S. Lynch asked if A. Rhodes could briefly review the history of AB705. A. Rhodes briefly provided background information regarding the history of the bill and how it was implemented at Rio Hondo College
   7. Announcement: Facilities requests should be sent through Deans per President Dr. Flores
      1. Rio Hondo College is receiving a $9million budget for renovations and a new Facilities Director has been hired
   8. Announcement: Review the BOT agenda and report any concerns to Exec immediately
      1. A. Rhodes strongly encouraged all senators to review the Board of Trustees agenda
      2. The BOT agenda is emailed to all faculty and staff. Concerns about items on the BOT agenda should be directed to Senate Exec
         1. The BOT agenda is emailed out during the 1st week of each month with a link to the agenda on Board Docs
      3. K. Smith reiterated reviewing attachments in addition to just the agenda items based on his experience regarding a committee of which he was part
         1. A. Rhodes mentioned the uploading of the Governance manual that had been approved by the previous president, T. Dreyfuss. Changes are supposed to be communicated to respective members. However, changes were not approved by relevant members. President Dr. Flores has agreed to review the Governance manual
      4. L. Curiel asked if a committee should be formed to review the agenda each month
   9. Announcement: Volunteers Needed
      1. Open Educational Resources
         1. 1 KDA. S. Johnson acknowledged that KDA is understaffed by 4 positions. Admin believes KDA is only understaffed by 2 positions. A full-time hiring was in process pre-COVID but was put on hold. KDA admin believes the representative needs to be a full-time faculty member
            1. S. Lynch made it known that the committee would like to have representatives from every Division if possible. The representative does not have to be a full-time member. It can be an adjunct member.
            2. K. O’Brien mentioned that part-time faculty members may receive Flex credit for committee participation
            3. President Dr. Flores is currently looking at the Faculty Obligation Number (FON) and hiring practices/needs. A. Rhodes will be meeting with President Dr. Flores to discuss this
      2. Academic Rank
         1. 1 (any division). A. Rhodes is stepping down from Academic Rank
      3. Credit for Prior Learning Summit
         1. October 28, 9-12, Zoom for those who may be interested
      4. Senator Mentor Program Taskforce
         1. All Senators are welcome!
      5. Got 60? Campaign Taskforce
         1. Previous and New Members sought
            1. The Taskforce had been convened and begun work pre-COVID
            2. Faculty who may be passionate about student transfer should apply

L. Curiel expressed interest in joining

* + 1. Senator Events Committee
       1. All Senators are welcome!
  1. Announcement: Request- Please communicate the importance of volunteering to division faculty
     1. Per the CBA, committee work is a part of the agreement. This will be included in the Senator Division Report

1. Vice Presidents’ Report
   1. 1st Vice President, Kelly Lynch
      1. AB2449 (Rubio Bill) is a modification of the Brown Act. It is currently sitting on Governor Newsom’s desk. This would adjust flexibility for teleconferencing (i.e., through Zoom)
   2. 2nd Vice President, Angelica Martinez
      1. ASRHC is very busy on creating a welcoming atmosphere and “reimagining” the student experience. ASRHC will be meeting with Cultural Events Committee Chair to create larger events. Faculty are encouraged to attend and sponsor clubs
      2. ASRHC met with senior admin to discuss safety issues. Four student cars had been hit in student lots. The Blue Emergency Lights also do not work, and the lighting on campus at night is poor
      3. ASRHC met with some members of Senate Exec for a meet-and-greet and will be meeting with Classified Staff later
2. Unfinished Business
   1. None
3. New Business
   1. AB361 Motion (Appendix A)
      1. This is a monthly vote to be held
      2. **Motion**: Renew the resolution to continue Academic Senate meetings via Zoom
         1. Moved by M. Saakyan/Second by W. Carrera
         2. Motion passes (34 aye/0 nay/2 abstain)
   2. **Executive Motion**: Academic Senate meetings shall be held remotely for the fall semester due to the continued presence of Covid-19 and ease of accessibility for all Senators.
      1. A. Rhodes mentioned President Dr. Flores believed shared governance meetings should be held remotely in Fall since faculty already had their schedules developed so it would be difficult to hold meetings on campus if faculty are not on campus
      2. L. Curiel asked if we could call the question. S. Lynch responded that would require a second motion
      3. W. Carrera asked if accommodations would be made if a senator is unable to attend in-person meetings. A. Rhodes said she would follow-up and ask
      4. Motion passes unanimously (35 aye/0 nay/0 abstain)
      5. S. Lynch asked if the Minutes could reflect the vote breakdown. M. Koger noted that he was doing so
   3. Taskforce Request: Dean’s List for Part-Time Students
      1. M. Rifino-Juarez emailed A. Rhodes noting that part-time students are unable to make the Dean’s List and that this may be an equity issue. A. Rhodes asked the Senate what they think and/or know about this issue
      2. K. O’Brien wrote in the chat that RHC requires students enroll in 12 units and maintain a 3.5 GPA. K. O’Brien suggested maybe allowing students to be on the Dean’s List after every 12 units of maintaining a 3.5GPA or better
      3. D. Reyes wrote that she introduced this issue back in 2000 and never received an answer
      4. L. Curiel brought this issue to M. Rifino-Juarez because her son is a DSPS student at his institution but could not enroll in the required units that would have allowed him to be on the Dean’s List reflecting his 4.0GPA
      5. A. Cadena asked for a clarification on the difference between a taskforce and a committee
         1. Taskforces focus on one issue and meet for a limited time. A Committee is a standing body that meets regularly
      6. K. Smith asked if Senate could make a motion in support of part-time students getting on the Dean’s List
      7. R. Stoian mentioned that students in the Nursing program may be unable to meet the current requirements of the Dean’s List because of the program requirements (e.g., clinicals)
      8. S. Lynch moved: **Motion** to create a taskforce to investigate this issue of part-time students not being able to be on the Dean’s List
         1. Seconded by D. Silva
         2. Motion passes unanimously (35 aye/0 nay/2 abstain)
      9. A. Rhodes will be emailing Senators to join the taskforce
         1. L. Curiel, D. Reyes and W. Carrera expressed interest in joining the taskforce
   4. Update and Discussion: AB928, Elizabeth Ramirez
      1. AB928 is legislation that required the UCs and CSUs to create a common GE transfer pattern. A Proposed draft was reviewed last semester in RHC Academic Senate. The current working title is CalGETC and may be in final draft format at the State level
4. Committee Reports
   1. Senate Committees
      1. Academic Rank, Angela Rhodes
         1. No report. A new chair will be elected
      2. Curriculum, Elizabeth Ramirez
         1. Courses that are going to be taught in any Distance Education (DE) modality (asynchronous, synchronous Zoom, or hybrid) after the Spring 2023 semester will require permanent DE approval. If your course has not yet been approved for permanent DE and you’d like to offer it via DE as early as Summer 2023 term, the permanent DE request will need to be ready for a first reading by the Curriculum Committee by October 12, 2022 (which requires at least four Canvas modules to be built and the DE request to be completed in CurrIQunet with all necessary approvals received). The second reading (which requires that an accessibility check has been passed) will need to be granted by mid-February in order for the course to be offered in any DE modality in Summer 2023.
      3. Distance Education, Jill Pfeiffer
         1. A. Rhodes shared a consultant has been approved and will be working through Section D of online courses applying for permanent DE status
      4. Guided Pathways, Lydia Gonzalez
         1. No report
      5. Instructional Technology (ITC), Dana Arazi
         1. No report
      6. Open Educational Resources (OER), Patricia Hughes
         1. The first meeting has been held. Workgroups are being developed to address data collection and analysis among faculty, staff, and students as well as how OER can be developed and implemented across the campus
      7. Outcomes, TBD
         1. No report
      8. Staff Development/FLEX, Katie O’Brien (Appendix D)
   2. Planning & Fiscal Council Committees
      1. Facilities, Brian Brutlag
      2. Institutional Effectiveness (IEC), Julio Flores
         1. First meeting has been had to review Satisfaction survey with results to be implemented in Spring
         2. Caroline Durdella sent a memo for staff looking to learn more about Tableau
      3. Planning and Procedural Council, Rudy Rios
         1. One BP and AP have been reviewed. The Committee asked many questions of Dr. Flores.
      4. Program Review, Marie Eckstrom
      5. Safety, Brian Brutlag (Appendix B)
   3. Additional Committees
      1. Bookstore, TBD
         1. No report
      2. Enterprise Systems Advisory, Rudy Rios
         1. No report
      3. Foundational Skills & Instructional Support, Angela Rhodes
         1. The committee was not approved by T Dreyfuss but the committee is seeking a “workaround”
      4. Online Education Initiative (OEI), TBD
      5. ASCCC Open Education Resources Initiative (OERI), Sheila Lynch
         1. Open for Anti-Racism Project announcement has been sent out. A team is putting together a proposal to submit by 9/7/2022. Training would take place during Fall with implementation in Spring. This would help faculty plan on how to address racism in their classes
      6. Student Equity, Juana Mora (Appendix C)
      7. Student Success and Support Services Program (SSSP), Bill Curington
         1. SSSP met last week. They are hoping for a two-day senior preview day with possible dates as Feb 15th and Feb 16th. This will involve high school seniors and juniors.2.
         2. Summer Bridge recently met for 5 Weeks [July 11th – August 12th]. Seventy-three Students were involved. We are hoping for six weeks in 2023 with a goal of 200 students. Those dates are tentatively June 19-July 28th.
5. Announcements
   1. The Art Gallery has a work of paintings of cats
   2. The Speech Department is hosting a Mixer on Tuesday, September 13th between 4-6 pm in A211. Our goal is to increase student sense of belonging and care, while also building awareness of our discipline, associated careers, our degree, and other department related opportunities (i.e., Forensics).
6. Adjournment
   1. Meeting adjourned at 2:20pm
   2. A recording of this meeting can be viewed at the following link: <https://us06web.zoom.us/rec/share/DaC3gCRJ-gQT0ZY7qcd3oq45JYZ7RjVAl00OGoUSnZDF4WSEFDp2liTQMq7n7p8t.hyUyQM4sb0VXdR9M>

**Appendix A**

Pursuant to [**Assembly Bill 361**](https://leginfo.legislature.ca.gov/faces/billNavClient.xhtml?bill_id=202120220AB361), if this committee reaches consensus that meeting in-person during the state of emergency would present imminent risks to the health or safety of attendees, the committee will be permitted to meet via remote teleconference under the provisions of AB 361 for a maximum period of 30 days. After 30 days, the committee will need to reconsider the items below and again reach consensus if it desires to continue meeting under the modified Brown Act requirements.

In order to renew the resolution, the committee must:

1) Reconsider the circumstances of the state of emergency; and

2) Determine that the state of emergency continues to directly impact the ability of the members to meet safely in person.

***It is recommended that the committee authorize remote teleconference meetings pursuant to AB 361.***

**Appendix B**

Safety Committee Report | September 6, 2022

On Tuesday 8/23, the Chairs of the Safety Committee, Arthur Joseph Flores and Brian Brutlag, met to discuss the plans for the Safety Committee this academic year. After an update on the President’s initiative to focus on Safety and ADA compliance, Director Flores then relayed the various improvements and fixes that are ongoing around campus (Currently 132 projects are in different stages of completion). A mutual decision was made to develop a working document of issues the Safety Committee could address that would eventually, in the coming weeks, turn into the Agenda for the Safety Committee’s first meeting scheduled for 9/23 at 10am.

**Appendix C**

Student Equity Report | Tuesday, September 6, 2022

All faculty are encouraged to register for the Rio Teaching for Learning Online. It is a ten-week asynchronous professional development experience that begins September 19th and ends November 27th. Please see attached flyer for more information and registration links.

**Appendix D**

Staff Development Report | Tuesday, September 6, 2022

Funding for individual and group professional development projects will be available for the time being on a rolling basis. If it appears that we may run out of money for spring projects, we will look at returning to our quarterly funding period. An updated grant application with slightly increased maximum amounts will be made available in the next week or so.

We have two RIO Talks slots open for October and November. Please consider putting in a proposal. As a note, as our Podcast engineer has left for a full-time faculty position at Mt. SAC, we’ll be reverting to Zoom sessions for these talks on Monday afternoon until we can identify new technical support.

Teresa is still inputting credit for FLEX Day. Once that is largely completed, our office will send a notice to verify you’ve been credited correctly. Also be reminded that you we will give credit for the Mandatory HR trainings based on a list with receive from HR so please don’t input this yourself.