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**Senate Executive Board Members**

President: Dr. Angela Medina Rhodes

1st Vice President: Kelly Lynch

2nd Vice President: Angelica Martinez

Secretary: Michael Koger

Parliamentarian: Steve Johnson

ASCCC Representative: Farrah Nakatani

Past-President: Dorali Pichardo Diaz

RHCFA President: Diana Valladares

**Discussion Expectations**

1. Be respectful
2. Step back or step up
3. Challenge the idea, not the person
4. Stay focused on the issue
5. Speak your discomfort or support
6. Acknowledge each other’s experiences
7. Commit to learning from each other

**10 + 1**

"Academic and professional matters" means the following policy development and implementation matters:

(1) curriculum, including establishing prerequisites and placing courses within disciplines;

(2) degree and certificate requirements;

(3) grading policies;

(4) educational program development;

(5) standards or policies regarding student preparation and success;

(6) district and college governance structures, as related to faculty roles;

(7) faculty roles and involvement in accreditation processes, including self-study and annual reports;

(8) policies for faculty professional development activities;

(9) processes for program review;

(10) processes for institutional planning and budget development; and

(11) other academic and professional matters as are mutually agreed upon between the governing board and the academic senate

**Academic Senate Agenda**

March 21, 2023 1:00 p.m.

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

1. Call to Order
2. Approval of Minutes from March 7, 2023
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.
4. Guest Report
   1. Student Discipline Process, Dean Alicia Kruizenga
   2. Report: Alternative Energy Program Discontinuance Task Force: Kevin Smith (Attached Memo)
5. President’s Report
   1. Announcement: Election Results, Dorali Pichardo Diaz
   2. Announcement: Spring-Zoom; Fall-In-person
   3. Announcement: Complete the review of the Accreditation Response by 3/24
   4. Discussion: College Hour
   5. Discussion: ZTC Workgroup Approval (Appendix A)
6. Vice President’s Report
   1. 1st Vice President, Kelly Lynch
      1. Distinguished Faculty Award
   2. 2nd Vice President, Angelica Martinez
7. Unfinished Business
   1. Update: Title 5 Regulation change (Appendix B)
   2. Update: Testing Disproportionate Impact when Removing PSAIT and Apprenticeship Students, Dr. Durdella and Dr. Miu (Attached)
8. New Business
   1. None
9. Committee Reports
   1. Senate Committees
      1. Academic Rank, Frank Sotelo
      2. Curriculum, Elizabeth Ramirez
      3. Distance Education, Jill Pfeifer (Appendix C)
      4. Guided Pathways, Lydia Gonzalez (Appendix D)
      5. Instructional Technology (ITC), Dana Arazi
      6. Open Educational Resources (OER), Sheila Lynch
      7. Outcomes, Sean Hughes (Appendix E)
      8. Staff Development/FLEX, Katie O’Brien (Appendix F)
   2. Planning & Fiscal Council Committees
      1. Facilities, Scott Jaeggi
      2. Institutional Effectiveness (IEC), Julio Flores
      3. Planning and Procedural Council, Rudy Rios
      4. Program Review, Marie Eckstrom
      5. Safety, Brian Brutlag
   3. Additional Committees
      1. Enterprise Systems Advisory, Colin Young
      2. Foundational Skills & Instructional Support, Tyler Okamoto
      3. Online Education Initiative (OEI), TBD
      4. ASCCC Open Educational Resources Initiative (ASCCC OERI), Sheila Lynch
      5. Student Equity, Juana Mora
      6. Student Success and Support Services Program (SSSP), Bill Curington-No report
10. Announcements
11. Adjournment

**Rio Hondo College**

**Vision Statement**

Rio Hondo College aspires to be an evolving community-focused institution that embraces diversity, equity, and inclusion as a means to achieve personal, professional, and educational goals in a caring and rigorous environment.

(Board Approved 5/12/21)

**Mission Statement**

Río Hondo College is an educational and community partner committed to advancing social justice and equity as an anti-racist institution that collectively invests in all students’ academic and career pathways that lead to attainment of degree, certificate, transfer, and lifelong-learning goals.

(Board Approved 7/08/20)

**Appendix A Zero Textbook Cost Workgroup**

OER COMMITTEE REQUEST TO FORM A SENATE ZTC PLANNING WORKGROUP

PURPOSE: The purpose of the Zero Textbook Cost (ZTC) Planning Workgroup is to develop a plan for utilizing ZTC Program funds provided by the Chancellor's Office in order to benefit our students by creating ZTC degree pathways and ZTC CTE certificate pathways.

CHARGE: The charge of the ZTC Planning Workgroup is to develop a comprehensive plan for the use of ZTC Program funds through analysis of ZTC data, ZTC resources available, discipline faculty interest, and the legal specifications of the source of these funds (California Education Code 78052).

The Workgroup will develop a preliminary plan for the college that consists of objectives, goals, actions, and a timeline for the development of ZTC degrees and ZTC CTE certificates, including proposed ZTC pathways as the college's initial focus by the June 30, 2023 reporting deadline associated with the initial $20,000 disbursement received by the college.

After vetting of this initial plan, the Workgroup will expand the proposed pathways into a work plan for the use of the $180,000 that the college is scheduled to receive in March of 2023. The work plan will be completed by the October 2023 deadline to be established by the Chancellor's Office.

RECOMMENDED COMPOSITION OF THE ZTC PLANNING WORKGROUP (20 members)

● OER Committee members (11 faculty reps, 1 student representative, 1 classified representative, 1 OER informed resource, and the Dean of Library & Instructional Support = 15)

There is one faculty representative from each academic division, one of which is the OER Committee Chair, one of which at present is the OERI Liaison, one of which is a Librarian)

● OER Committee Chair (included under OER Committee members)

● OERI Liaison (at present, included under OER Committee members)

● RHC's ZTC Degree Program Grant Leads (of the 4 leads, all participate in the OER Committee)

● Librarian involved with OER

● VP Academic Affairs (1)

● Academic Senate President (1)

● ASRHC President or designee (1)

● Articulation Officer and Curriculum Committee Chair (currently the same person serves in both capacities) (1)

● Faculty & Staff Development Coordinator (professional development will be included in what this the CO's ZTC grant funds) (1)

*Submitted by Sheila Lynch*

**Appendix B- Revision to Title 5**

§ 55022 PASS-NO PASS GRADING OPTION

(2) Courses in which each student may elect until the last day of instruction, as established and published by the districts, whether the basis of evaluation is to be “pass-no pass” or a letter grade.

“The last day of instruction” has been established by Rio Hondo College as the last day of Finals Week. This will allow students and Admissions and Records to have one specific deadline for pass-no pass applications. The dates have been updated on class rosters.

**Appendix C-Distance Education Committee Report**

Distance Education Committee Report 3/13/23 meeting

I. The proposed Distance Education Department reorganization was passed by the Board of Trustees. The POCR Coordinator DAP has been created with 40% reassigned time and the DE Coordinator DAP has been updated and has 40% reassigned time.

II. The Distance Education Committee is seeking a DE Coordinator for the 2023-2025 term. Next year the DE Coordinator position has 60% reassigned time approved. Since no one from the committee stepped up to be coordinator the process will be moved to a campuswide DAP interview. Interested full-time faculty should apply when the position is flown.

III. Professional Development hosted by Jill Pfeiffer

A. “Are You a Bot or Not?” Round Table discussion meetings on fraudulent students and ChatGPT artificial intelligence bot. Bring your tips and tricks.

§ Monday March 20th, 5-6 pm see Flex Calendar for info.

§ The PPT for the presentation will be uploaded to the FRC and DE Faculty Learning and Resources Canvas shell by March 27th along with a video highlighting AI uses. B. Online Teaching Conference to be held at the Long Beach Convention Center June 21-23rd, 2023. Funding is available for 20 faculty to attend and travel expenses paid. Contact Jill Pfeiffer jpfeiffer@riohondo.edu if interested in attending.

14 spots are still available!

IV. Peer Online Course Review- POCR Club Report

A. A total of 28 POCR courses have been OEI aligned at Rio Hondo College. There are several others in the queue.

B. A Stipend of $500 for reviewing areas A-C and $500 for area D for POCR reviews are being offered now to POCR Club faculty members who want to review asynchronous courses for OEI Rubric alignment.

\*\*Contact Jenni Hoshijo-Tanaka for information regarding POCR Club training and membership. Jtanaka@riohondo.edu

*Submitted by Jill Pfeiffer*

**Appendix D-Guided Pathways Committee Report**

**Rio Hondo College**

**Guided Pathway Steering Committee**

Friday, March 10, 2023

10:00 a.m.-11:00am

Location: <https://us06web.zoom.us/j/88957414400>

Attendees: Alice Mecom, Vann Priest, Caroline Durdella, Sally Wisely, Katie O’Brien, Jim Sass, Veronica Holbrook, Dana Vazquez, Eric Olsen, Angelica Martinez, Viviana Villanueva, Brandy Thomas, Marissa Young, Mike Slavich, Albert Bretado

**Meeting Notes**

1. Update on Spring 2023 GP and Student Success Team activities

Institute #4: Teaching and Learning as a Key Strategy to Ensure Equitable Student Outcomes (3/22-24)  
  
Institutional Outreach Timeline – outreach to students with no or old ed plans  
  
Rio Roundup Announcements will include items from the outreach timeline  
  
Canvas AOI courses and AOI projects  
  
Career Destinations: Friday, June 2 (working date) Veronica said JPL and MOOG may come to us since students can’t really go to the places due to security checks; Dana V said C&L is looking at a PR Agency; BSS is considering Loretta Sanchez’s office.

1. Guided Pathways 2022-2026 Workplan – the committee reviewed the content of the plan and began to fill out the first section about the rate of students registering for courses after applying to be students. We noted that much of the content required in this plan is likely in the SEAP, so Dr. Durdella recommended we confer with Dean Rocha. We also discussed assigning each question category to the appropriate committee.
2. Discussion regarding the purpose and charge of the GPSC

Has our work changed in any way that our charge should be updated? Professor Olsen responded that in the beginning it was laying the groundwork and defining the pillars, the websites, the SSTs, the outreach timeline. Now we are maintaining and analyzing the success and improving the framework. Committee has done what it’s set out to do. Can feel repetitive. Dana Vazquez agreed.

The committee decided we should meet once or twice a semester to ensure integration. At our next meeting, we will decide if the consituency groups should change as well as the reporting structure.

*Notes taken by Alice Mecom. Submitted by Lydia Gonzalez.*

**Appendix E-Outcome Committee Report**

The Outcomes Committee has not met since our last report several weeks ago and so there is no "new" information from any regular Committee discussions.  However, in accordance with several Committee modifications completed during that meeting, we have initially reviewed all 41 courses with requested CLO items.  Some of these courses have had their new or adjusted outcomes statements approved while others have been returned to the originator with minor modification suggestions.  This work is being accomplished by the various Committee faculty members in representation of their respective divisions and in alignment with our recently approved review processes.  Additionally, as agreed on in our last Committee meeting, we have incorporated BoardDocs into our standard meeting format.  We have also requested that each Committee member consider the questions posed by the PFC Taskforce and participate in the discussion of them at our regularly scheduled meeting at 3:30pm today (3/21/23).  Finally, several representatives were involved in a meeting with the IEPI to discuss their views on our current and continuing Outcomes work.  The thoughts and ideas brought up at that meeting will also be a topic at the Outcomes Committee meeting later today.

*Submitted by Sean Hughes*

**Appendix F-Staff Development/FLEX Committee Report**

Summary of Flex Day Spring 2023 Evaluation

· Out of a total of 261 responses, 51% were full-time faculty, 31% were adjunct, 14% were staff and 4% were management/confidential

· 77% of respondents either strongly agreed or agreed that the configuration of this spring FLEX Day effectively met their needs, 10% disagreed, and 12% had no opinion. (In spring 2022, 85% agreed the day met their needs, and in spring 2019, 92% agreed it met their needs.

· For the Appreciative Inquiry Discussion

-75% thought the session provided value information

-72% thought they could implement that the learned in their work

-71% said stated that reviewing relevant data was useful in this discussion

· 81% agreed that department meetings were valuable and useful to their work.

· 77% thought closing down the college to be more inclusive was a positive change, 3% disagreed, and 20% had no opinion

FLEX Committee comments/recommendations based on data and qualitative remarks:

-Continue to consider whether having the entire campus shut down for the day is the wisest choice the day before the semester begins for all areas

-Get out notifications for RSVPs for a more extended period of time

-Intentionally seek topics/speakers that resonate with the work of all employee groups

-Determine the role of Classified and Management in planning for the day, seeking keynotes, securing breakouts…

-Consider how to both have offerings that apply to the entire campus, as well as leaving room for more focused topics (i.e. pedagogy…)

*Submitted by Katie O’Brien*