



March 7, 2023

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, Erin Irwin, Farrah Nakatani, Fran Cummings, Frank Accardo, George Kimber, Gerson Montiel, Jeannie Liu, Jorge Huinquez, Juana Mora, Katie O'Brien, Kelly Lynch, Kevin Smith, Libby Curiel, Margaret Griffith, Marina Markossian, Marissa Berru-Licon, Michael Koger, Mutsuno Ryan, Razvan Stoian, Rebecca Green, Robin Babou, Rudy Rios, Shari Herzfeld, Sheila Lynch, Shelly Spencer, Shirley Isaac, Steve Johnson, Tanja Baum, Tyler Okamoto, Victor Kowalski, Viviana Villanueva, Wendy Carrera, William Curington

Ad Hoc Members Present: Diana Valladares, Elizabeth Ramirez

Members Absent:

Guests:

1. Call to order
 - a. Meeting called to order at 1:01pm
2. Approval of Minutes from
 - a. Moved by D. Lindy/Second by M. Ryan
 - b. Minutes approved (32 aye/0 nay/1 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.
 - a. No public comment
4. Committee Reports
 - a. Senate Committees
 - i. Academic Rank, Frank Sotelo
 1. Faculty who were approved for academic rank by the Academic Senate have had their names forwarded for review and a later Board meeting
 - ii. Curriculum, Elizabeth Ramirez
 1. For courses to be offered via DE for Spring 2024, the DE request needs to be approved for a 2nd reading by the last Curriculum meeting of the spring 2023 semester.

- iii. Distance Education, Jill Pfeiffer
- iv. Guided Pathways, Lydia Gonzalez
 - 1. No report
- v. Instructional Technology (ITC), Dana Arazi
- vi. Open Educational Resources (OER), Sheila Lynch
 - 1. This month our school should be receiving funds from the Chancellor's Office to design, develop, and pilot a ZTC degree offering with the requirement that we submit a workplan by October 2023. Complete implementation of the planned degree and our reporting must be completed by December 2024.

With this in mind, the OER Committee is planning to form a cross-constituency workgroup to help target the degree path that will serve our students best and that is achievable in the given timeframe

- vii. Outcomes, Sean Hughes
 - 1. Outcomes Committee voted on the process to proceed with Outcomes Review
- viii. Staff Development/FLEX, Katie O'Brien
 - 1. Spring PD Evaluations have been received.
 - a. 77% of respondents felt the setup served their needs which is less than previous Flex/PD days
 - b. This could be for a number of reasons (e.g., more were in person, the day was very faculty-focused)
 - c. 75% thought the Appreciative Inquiry discussions were helpful
 - d. Closing the campus was seen as a good thing, but this does create burdens on departments/offices that need to finalize work in preparation for the semester starting
 - 2. For future events, more consideration may be given to the topics/themes for the day along with keynote speakers in order to resonate with more employees
- b. Planning & Fiscal Council Committees
 - i. Facilities, Scott Jaeggi
 - 1. No report. A. Rhodes shared that a committee has formed to hire a new Facilities Director
 - ii. Institutional Effectiveness (IEC), Julio Flores (Appendix A)
 - iii. Planning and Procedural Council, Rudy Rios
 - 1. PPC is still working on an agreement on the charge of PPC
 - 2. When PPC was created, 3 members of every constituency group were included. Administration asked to include a fourth member, and they were allowed with the fourth administrator having no voting rights. However, the charge does not reflect that

3. An audit was conducted of college APs and BPs. Two college procedures are still on the books. PPC voted to rescind the two remaining procedures with APs in the works to replace the ones being rescinded
 - iv. Program Review, Marie Eckstrom
 1. On hiatus
 - v. Safety, Brian Brutlag
 - c. Additional Committees
 - i. Enterprise Systems Advisory, Colin Young
 1. No report
 - ii. Foundational Skills & Instructional Support, Tyler Okamoto
 1. Tutor descriptors are being revised to better reflect duties and wage increases
 2. Auto Enrollment was also discussed. Students are currently auto enrolled in the MSEC and LAC courses for apportionment and marketing purposes. NetTutor is currently being featured for off-service hours
 3. Navigation buttons for LAC and MSEC for Canvas will be added so instructors can add them to their Canvas shells
 4. Early data show that professor recommendations are the most consistent reason students visit the LAC, especially if classes have a designated Gateway tutor
 - iii. Online Education Initiative (OEI), TBD
 - iv. ASCCC Open Educational Resources Initiative (OERI), Sheila Lynch
 1. It is OER Week. Emails have been sent to faculty, including a newsletter. Faculty are encouraged to check out events. Workshops may also be used for Flex reporting
 - v. Student Equity, Juana Mora
 - vi. Student Success and Support Services Program (SSSP), Bill Curington
 1. Per Dr. Miller, SSSP did a self-evaluation to focus on onboarding students. The committee may rebrand in the future to better reflect this
5. President's Report
- a. Update: Academic Senate Mentor Program (Appendix B)
 - i. Shari, Vic, and Angela have met and developed the Academic Senate Mentor Program
 - ii. Mentors and mentees will be sought out. Senators are encouraged to review Appendix B and to send any comments/suggestions to the committee members
 - b. Update: Campus connectivity and Wi-Fi
 - i. This issue was brought up during a public comment period a few meetings ago. A. Rhodes spoke with Dr. Flores. The college has purchased additional network capacity and are renegotiating their cell tower contracts with T Mobile and AT&T use to benefit Rio Hondo College
 1. The current contract for these cell towers does not stipulate that the cell towers have to work or deliver "good" service

- c. Update: Science and Administration Building Heating and A/C
 - i. This was also brought up during public comment at a previous meeting. A. Rhodes and RHCFA President, Diana Valladares, followed up on the issue. Both spoke with Dr. Flores who informed them that the heating elements are currently broken. The building is currently heated by pipes that are covered in cement, so it would be extraordinarily difficult to reach the pipes without being damaged
 - ii. Dr. Flores would like to put in a boiler for each building, but that would require some work to be done beforehand
- d. Announcement: ChatGPT
 - i. ChatGPT is an AI Chatbot that is able to produce human-like writing. Faculty are encouraged to “investigate” this technology and learn it. Faculty are advised to learn how the technology could be used productively
 - ii. Distance Education Committee has been asked to provide a syllabus copy that faculty may use and adapt
- e. Announcement: AB 361 Update
 - i. Governor Newsom ended the state of emergency on February 28th. This mandate required meetings to be held remotely. Academic Senate, as well as the Board of Trustees legal counsel, are awaiting word to see what to do. Academic Senate specifically has not been given a directive. However, A. Rhodes mentioned that faculty have developed their schedules around remote meetings and A. Rhodes was previously given reassurance by Dr. Flores that meetings would be held remotely through to the end of the semester
- f. Announcement: RHC’s Updated Vision and Values (Appendix C)
 - i. IEC reviewed the Mission Vision and Values Statement for the college to be brought to PFC before moving onto the Board of Trustees. A. Rhodes included the proposed statement in case Senate had any feedback
 - ii. A. Rhodes reviewed changes that were made and asked for any feedback on the proposed changes. Any comments should be sent to A. Rhodes
- g. Vote: Bylaws update, second reading (Appendix D)
 - i. Two changes came out from the first reading regarding Division name changes
 - ii. Motion to accept the second reading (Moved by D. Pichardo-Diaz/Second by D. Lindy)
 - 1. S. Lynch pointed out a typo in Art and Cultural Programs
 - 2. D. Pichardo-Diaz moved to amend the motion to include the suggested change by S. Lynch. Amended Motion was seconded by D. Lindy
 - 3. K. O’Brien pointed out that Art and Cultural Programs is listed as “Arts” in other college documents. S. Lynch review and saw this elsewhere on college materials and has rescinded her requested amendment
 - iii. Motion passes (34 aye/0 nay /0 abstain)
- h. Executive Motion: Military Articulation Platform and Credit for Prior Learning (Appendix E). The motion reads as follows: **The Academic Senate of Rio Hondo College supports our participation in the California Military Articulation Platform**

1. Military students will receive credit for their relevant military experience/training with Rio Hondo College's courses. This comes at no cost to the college and does not require IT support (MAP uses Cloud data)
2. This also can be used for portfolio review, standardized assessments, work experience and other non-military CPL
3. This does conform with Title V requirements
- ii. Discussion
 1. D. Lindy asked about the program being free and expressed concerns about data safety. A. Rhodes replied that the students still keep their data, and the program is just used to determine articulation agreements
 2. C. Romo replied that it is a statewide effort from the Chancellor's Office to help build articulation agreements. Credit would then appear on student transcripts. Only JST information would be collected. Local data would not be stored in the cloud, but C. Romo said she could follow up with more data and talk with Areli
 3. D. Silva followed up and asked if the company had a privacy policy statement that might alleviate concerns about uses and storage of data
 4. D. Lindy followed that military information can contain sensitive information that presents legitimate security concerns
 5. A. Martinez asked C. Romo that Rio Hondo College has JST transcripts and that would not be uploaded. C. Romo verified that JST Transcripts would not be uploaded. E. Ramirez added that these are FERPA protected, so they legally could not be uploaded, only the articulation agreement (i.e., what course credits are available/used)
- iii. Motion passes (26 aye/1 nay /6 abstain)
- i. Task force request: Sample Syllabus
 - i. Dr. Flores asked for a sample syllabus to be developed for new faculty. K. Smith spearheaded this movement and G. Runkle has the syllabus. A. Rhodes attempted to develop a sample syllabus, so, instead a taskforce is being developed to develop a 508 Compliant syllabus along with relevant Canvas pages including student support services
 - j. Volunteer request: 1 faculty to serve on the Strategic Enrollment Management Committee Monthly, 1st Wednesday 1:30-2:30pm
 - i. S. Spencer volunteered
6. Vice President's Report
 - a. 1st Vice President, Kelly Lynch
 - i. Distinguished Faculty Award nominees are being reviewed
 - b. 2nd Vice President, Angelica Martinez
 - i. An email was sent out with student events.
 - ii. ASRHC has voted against the proposed schedule with the college hour stating that this would negatively impact students who attend classes on only Tuesdays and Thursdays
 - iii. ASRHC also shared concerns with staffing at Rio Café as well as expired food

- iv. There has also been graffiti spotted in some restrooms
- 7. Unfinished Business
- 8. Guest Report
 - a. Presentation on AB 928: Dorali Pichardo-Diaz and Elizabeth Ramirez
 - i. AB 928 required to put students on an ADT pathway if they planned to transfer. It also eliminated current CSU-GE and IGETC transfer patterns in place of CalGETC with implementation in Fall 2025. This is a major shift as the transfer patterns have been in place for decades and impact the ADTs
 - ii. Many previously CSU approved GE courses may not be approved under CalGETC. Some pre-requisites and co-requisites for course offerings may also change. Nothing has officially been determined with many questions still up in the air
 - iii. Discussion
 - 1. F. Cummings asked if courses in Area E or other areas with courses being eliminated could be placed in the “Ethnic Studies” area with modifications. E. Ramirez responded that the CSUs are very “prescriptive” with what courses will be accepted for Ethnic Studies because they have to meet very specific criteria
 - 2. D. Silva appreciated Dorali and Elizabeth’s presentation. D. Silva said it seems the UCs are “driving” this and setting the bar
 - 3. S. Lynch wondered if this is completely out of our hands or if there is any future intent to advocate on behalf of the community colleges since this will disproportionately impact some divisions of the college more than others
 - a. E. Ramirez said the framework has been approved but there is still room to negotiate with implementation
 - b. S. Lynch pointed to courses that “IGETC currently does not accept skills-based courses such as” in the proposed framework and asked for clarification as to “such as” meant. Were those classes examples or exactly what they meant? E. Ramirez replied that they are on the CSU transfer pattern but not IGETC because they are “skills-based”. D. Pichardo-Diaz added that there has been no determination as of yet for the specific criteria
 - 4. F. Cummings ruminated that the community colleges were “forced” to develop degrees for transfer that fit within a certain unit framework. F. Cummings sees this as a “one pathway” for everyone which changes the charge of a community college
 - a. E. Ramirez validated F. Cummings’s concern that many of the ADTs don’t always match with the best plan for a student who is transferring
- iv. See attached slides for more information

9. New Business

- a. AB 361 Motion (Appendix F)
 - i. Even though remote meetings may change, A. Rhodes spoke in favor of continuing to vote in favor of AB 361 through to the end of the semester
 - ii. Moved by S. Spencer/ Second by D. Pichardo-Diaz
 - iii. Motion passes (32 aye/0 nay /1 abstain)

10. Announcements

- a. D. Pichardo-Diaz reminded senators about the election timeline. Senators may campaign with voting to follow on Monday March 13th
- b. F. Cummings shared that the SME Division is hosting a STEM Festival on Saturday with events for family and students to participate in
- c. M. Covarrubias mentioned that an email will be sent out from Student Life for LGBTQIA+ training
- d. S. Lynch asked if there were any additional nominations received for Senate Exec. D. Pichardo-Diaz has not received any additional nominations and proceeded to read off nominations that were received
- e. D. Valladares shared that the RHCFA will be hosting an event on Friday, April 14th. The event is free for RHCFA members. Guests will have to pay \$65

11. Adjournment

- a. Meeting adjourned at 2:25
- b. A recording of this meeting can be viewed at the following link:
<https://us06web.zoom.us/rec/share/QRYLFHKF2q1DpMRK0kv6DYZFff7FntKuvMaRLitFU2tGyTFyaVSVNmyB1s7cyTPd.BNjEA2J1TYQEBTxp?startTime=1678222809000>

Appendix A

Academic Senate Report: IEC

- Currently reviewing institution's Mission/Vision/Values as part of planning process.
- Discussing changes related to the planning process (i.e. Program Review rubrics, non-instructional outcomes, etc.)
- Working on the agenda for the Planning retreat (April 28, 2023)

Submitted by Julio Flores

Appendix B

Academic Senate Mentor Program

Rio Hondo College Mentor Program

Mission Statement

The Mentor Program seeks to onboard and integrate Senators to their role and help them develop into effective and confident members of the Academic Senate while encouraging collaboration within and between divisions.

Structure

Regular meetings will be held for new, new-ish, and returning Senators and mentors. Mentoring relationships can form organically or a request for a mentor assignment may be shared with the committee.

Guidelines for Participation

Though the program is open entry and exit for mentors and mentees, the suggested participation time is one year. Mentees and mentees may best be served by participating for 1-3 semesters. A goal of this program is that mentees become mentors.

Mentor Qualifications

To qualify as a mentor, Senators should:

1. Actively participate in Academic Senate meetings.
2. Be a seasoned Senator (at least 3 semesters).
3. Express interest in serving as a Mentor.

Mentor Roles and Responsibilities

- Meet at least twice a month, preferably before the Academic Senate meeting.
- Be responsive to mentee questions and conversation (text, email, chat) during Academic Senate meetings.
- Respond to mentee texts or emails between meetings within 48 hours.
- Review the agenda and how to prepare.
- Explain the history of the issues on the agenda so mentees can enter the meeting ready to receive information and ask questions.
- Answer any questions mentees have.
- Explain the culture of Academic Senate (group meeting).
- Interact with mentees at the Mentor Meetings.
- Share and discuss the goals and objectives of the current Senate.

- Model the responsibility to communicate ideas to their department/division and back to the Academic Senate.
- Participate and exemplify the Senate's role and responsibility in the structure of the college governance (committee work).
- Communicate the relationship between Rio Hondo College Academic Senate and Academic Senate for California Community Colleges statewide.

Mentee Roles and Responsibilities

- Meet at least twice a month, preferably before the Academic Senate meeting to review the agenda.
- Ask questions.
- Speak up during Senate meetings.
- Seek advice from seasoned Senators.
- Observe the Academic Senate group norms and protocol of meetings.
- Interact with mentors at the Mentor Meetings.
- Learn the history and current issues.
- Understand the goals and objectives of the current Senate.
- Understand the Senator's responsibility to communicate ideas to their department/division and back to the Academic Senate.
- Understand the Senate's role and responsibility in the structure of the college governance (committee work).
- Understand the relationship between Rio Hondo College Academic Senate and Academic Senate for California Community Colleges statewide.

FLEX Credit

FLEX Credit is self-reported by the mentee and mentor. There is no limit on how many hours of FLEX credit may be earned.

Compiled by Shari Herzfeld, Vic Kowalski, and Angela Medina Rhodes (2022-2023)

Appendix C-Institutional Effectiveness Committee Review of Mission, Vision, and Values Statements

The Institutional Effectiveness Committee met last week. As part of our meeting, and in accordance with the three-year review cycle as stated in board policy for the mission, vision and values statements the IEC reviewed each statement and made the following recommendations:

Mission Statement – No Changes

Vision Statement:

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

Values Statement:

Río Hondo College is guided by its Core Values:

Quality Teaching and Learning: a dynamic, student-centered learning environment that embraces equity-minded principles,

Student Access and Success: a welcoming and inclusive environment that provides our community with the knowledge, wisdom, and skills that facilitate upward social and economic mobility,

Diversity, Equity ~~and~~ Inclusion, and Accessibility: a commitment to advancing educational justice, equity, and opportunity,

Integrity and Fiscal Responsibility: a College engaged in ethical practices and responsible use of resources for the optimum benefit of its students, community, and staff.

This information was copied from the PFC agenda from 2/28/23.

Appendix D-Academic Senate By-laws update, second reading

First reading changes are in blue.

- 1. Health Sciences and Nursing: Change “Sciences” to “Science”**
- 2. Mathematics, Sciences and Engineering: Add a comma after Sciences**

Section 1 - Members

A. 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~~
- Health Sciences^s and Nursing
- Kinesiology, Dance, and Athletics
- Library ~~and Instructional Support~~
- Mathematics, ~~and~~ Sciences[,] ~~and~~ Engineering
- Public Safety
- Student Affairs and Student ~~Support~~ Services

Appendix E

Executive Motion: The Academic Senate of Rio Hondo College supports our participation in the California Military Articulation Platform.

The California MAP (Military Articulation Platform) Initiative [MAP - Military Articulation Platform \(rccd.edu\)](https://rccd.edu)

The Military Articulation Platform (MAP) is a cloud-based system that matches college courses to credit recommendations from ACE, [NCCRS](https://nccrs.org), and other Credit for Prior Learning (CPL) recommending agencies. MAP uses a 4-step approval process to create articulations based on discipline faculty approval. Articulations are stored in MAP and offered as college credit to incoming and regional veterans. Articulations may be adopted by other participating colleges, creating an ecosystem designed to maximize military credit for prior learning (MilCPL).

MAP is a collaborative effort enjoined by the Academic Senate of the California Community Colleges (ASCCC), the CCC Chancellor's Office (CCCCO), ACE, CalVet, and local and regional legislators.

2022 Cohort Colleges

Allan Hancock • Antelope Valley • Bakersfield • Barstow • Berkeley City • Chaffey • **Citrus** • Coastline • College of the Desert • College of the Redwoods • Compton • Copper Mountain • Crafton Hills • Cypress • **East Los Angeles** • El Camino • Folsom Lake • Fullerton • Golden West • LA City • Las Positas • Lassen • LA Harbor • LA Mission • LA Pierce • LA Southwest • LA Trade Technical • Los Angeles Valley • Mendocino • Merced • MiraCosta • Monterey Peninsula • Moreno Valley • Mt. San Jacinto • Norco • Palo Verde • Palomar • **Pasadena City** • Porterville • Riverside City • Saddleback • San Bernardino Valley • San Diego City • San Diego Mesa • San Diego Miramar • Santa Ana • Santa Barbara City • Santa Monica • Shasta • Solano • Ventura • Victor Valley • West Los Angeles

Resources

1. MAP Website [MAP - Military Articulation Platform \(rccd.edu\)](https://rccd.edu)
2. California MAP Initiative White Paper [CA MAP Initiative White Paper 1.docx \(live.com\)](https://live.com)
3. Here's a short [video to introduce the California MAP Initiative and the Faculty Approval Process](#)
4. Here's a short [video to introduce the MAP Student Intake Process and MAP Cohort](#)

Here are some fun facts about the California MAP Initiative and MAP

1. MAP platform use, professional development, and technical support is provided to cohort colleges at **no cost**.
2. MAP is a stand-alone, web-based platform that requires no integration with the SIS. MAP requires **no local IT support**.
3. Basic catalog data is imported from COCI.
 - a. Colleges may set up an API connection to their curriculum management system if they would like to integrate course descriptions, SLO, and PLO data.
 - b. Colleges may also supply a flat file to upload course description, SLO, and PLO data
4. The MAP articulation approval workflow is customizable to meet local governance requirements (usually set to mimic Curriculum Committee workflow)
5. MAP incorporates C-ID alongside local course numbering. MAP imports C-ID data for each college from the C-ID repository.

6. **MAP supports military and non-military CPL, including portfolio review, standardized assessments (AP, IB, CLEP), noncredit to credit, work experience, licensures and credentials, and credit by exam.**
7. MAP is not used to document official awards of CPL. This is handled by the local SIS and transcribing process.
8. MAP stores all articulation decisions (approved, denied, in-process) and makes them available to students with qualifying credentials.
9. **MAP is configured to support compliance with Title 5 55050 requirements to:**
 - a. Analyze all credentials of military Service members and learners with industry credentials for possible CPL.
 - b. Offer such learners the option to accept, deny, or appeal CPL decisions
10. MAP is being configured to integrate with non-military credit recommending agencies such as ACE National Guide and the National College Credit Recommendation Service (NCCRS)
11. MAP is developing integrations with related systems such as ACE Military Guide, COOL, JST, MilGears, SkillsBridge, and ONet Online
12. MAP articulations are transparent to students and colleges and available to be adopted by other cohort colleges
13. Students may upload their JST directly into MAP and submit a request for assistance and review from the cohort college of their choosing
14. MAP is developing integrations with Program Mapper to display complete pathways from CCC to CSU with integrated CPL along the path
15. 1 unit of CPL save a CA veterans \$2320 in educational benefits, and 30 units save \$69,600
16. According to a [CAEL WICHE study](#), adult learners who receive at least 15 units of CPL:
 - a. Complete at almost twice the rate (49% vs. 27%)
 - b. Accumulate 17.6 more total units (higher retention and success)
 - c. Save 9-14 months of repeat study(preserving benefits for BA/MA studies)
 - d. Access college at higher rates, which holds up for historically minoritized populations
 - e. Enjoy significantly improved validation and motivation (belonging at the college)

Submitted by Claudia Romo

Appendix F

Pursuant to [Assembly Bill 361](#), 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.

AB 928: Potential impacts and implications



Double-Click the above image to open the Powerpoint presentation for AB928