



Rio Hondo College Academic Senate Minutes

September 19th, 2023

Locations: 3600 Workman Mill Road, Room LR128, Whittier, CA/3000 San Gabriel Blvd., Rosemead, CA 91770/ 7226 Hamner Ave, Eastvale, CA 91752/840 East Whittier Blvd, La Habra, CA. 90631/ 18 W Sierra Madre Blvd # A, Sierra Madre, CA 91024/ 214 W Rt 66, Glendora, CA 91740/ 101 The City Dr., Orange, CA 92868/ 1370 Veteran Avenue # 104, Los Angeles, CA 90024

Attendance: Kevin Barman, Marissa Berru-Licon, Brian Brutlag, Wendy Carrera, Libby Curiel, Bill Curington, Melanie Fierro, Shari Herzfeld, Mike Hinze, Jorge Huinquez, Erin Irwin, Steve Johnson, George Kimber, Michael Koger, Vic Kowalski, Young Lee, David Lindy, Cynthia Lewis, Jeannie Liu, Kelly Lynch, Sheila Lynch, Angelica Martinez, Carley Mitchell, Gerson Montiel, Farrah Nakatani, Katie O'Brien, Oyenbhen Omotese, Sandra Obenberger, Tyler Okamoto, Dorali Pichardo-Diaz, Dianna Reyes, Angela Medina Rhodes, Rudy Rios, Aditi Sapra, Diego Silva, Kevin Smith, Shelly Spencer, Diana Valladares, Viviana Villanueva, George Wheeler

Ad Hoc Members Present: Diana Valladares, Elizabeth Ramirez

Members Absent: Shirley Isaac, Marina Markossian, Mutsuno Ryan, Viviana Villanueva, George Wheeler

Guests: Dana Arazi, Ceci Rocha, Kenn Pierson-Geiger, Adam Wetsman

1. Call to order
 - a. Meeting called to order at 1:01pm
2. Approval of Minutes from
 - a. Moved by K. Smith/Second by D. Lindy
 - i. M. Koger received only a minor correction to the previous meeting's Minutes
 - b. Minutes approved (0 aye/0 nay/0 abstain)
 - i. Minutes approved by consensus
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. S. Lynch commented on an acting Dean of the Arts and Cultural Program Division who is overburdened by work after the exiting of the previous Dean of the Division. While the Acting Dean has done a fantastic job, there needs to be more support. The construction of the Wray Theater requires a Dean who is able to focus on that along with the

dispersal of Arts faculty across the campus in buildings where they do not normally teach. So far, administration has been relatively quiet and is “working on” securing a dedicated Dean for Arts and Cultural Programs

- b. C. Lewis shared concern over the college’s lack of response to fraudulent students. C. Lewis has a significant amount of suspected fraudulent students enrolled in their class and is worried that if these students remain in the class, they will receive an “F” and may reflect negatively on the course/Division/College. There has not been consistent messaging and support in dealing with this
- c. S. Johnson expressed concern regarding the warehouse management. This is a problem for Divisions who use the warehouse for storage and deliveries. If the warehouse is not adequately staffed, this can affect Division operations
- d. L. Curiel expressed a concern shared in a Division meeting. If the campus is closed on a Friday, those students are deprived of that instruction time. So far, this semester, Friday classes have been stopped twice due to campus issues

4. Guest Report

- a. Discussion: DEIA Definitions, Dr. Julio Flores & Ceci Rocha
 - i. The SEC was tasked by the Board with defining DEIA terms and concepts. A group of constituent members was convened to look at the Mission, Vision, and Values statements. When certain terms were unclear, the SEC was tasked with developing definitions. Dr. Flores and C. Rocha provided the Senate with a presentation
 - ii. Dr. Flores and C. Rocha have met with ASRHC and will be meeting with MCC and CSEA to seek their feedback on the terms. Questions, concerns, and feedback can be directed to Dr. Flores and C. Rocha and those will be sent back to the SEC
 - 1. A. Rhodes asked if there will be a final draft or if the Senate should vote in support today. C. Rocha asked only for feedback and input currently
 - 2. Dr. Flores asked for emailed feedback to avoid the Senate session turning into a “wordsmithing” session
 - 3. D. Pichardo-Diaz asked if feedback is sought from other constituents. Senators may discuss this with colleagues and share feedback with the SEC
 - 4. K. Smith commended the SEC for keeping Senate in the loop during the process, rather than at the end
 - 5. S. Lynch congratulated Dr. Flores on attaining the SEC Chair

5. President’s Report

- a. Announcement: Financial Aid Drops
 - i. At the previous Senate meeting, concern was expressed regarding this issue and that Financial Aid might ask for add codes on behalf of students. This issue was brought to A. Kruizenga, VP Miller and President Dr. Flores. In the future, the VPs will “be on the same page” and faculty will be blind copied before suspected fraudulent students are dropped

1. K. O'Brien asked if they have made any attempt to track the suspected fraudulent students who were actual students. K. O'Brien also asked if there will be efforts for students to verify their identities. In the past, students have brought in unacceptable or expired proofs of identity. A. Rhodes was told that there were between "20 and 60" students total that were dropped. However, A. Rhodes feels these numbers are not adding up. A. Rhodes is asking to be included in the discussion
 2. S. Lynch shared that a proactive student took initiative and appreciates the college taking initiative on fraudulent students. This student was dropped through no fault of his own and was penalized as a result. What about the students who do not self-advocate. If the college is so concerned, why didn't the college send out an announcement before the drop deadline to remind faculty and staff
 3. G. Montiel asked if students receive all of their financial aid prior to census. A. Rhodes replied they do not. G. Montiel followed and asked if financial aid could be dispersed after Census. D. Lindy shared that half of financial aid is dispersed prior to census. A. Rhodes replied that previously it was only 25% prior to census, but this had other consequences.
 4. S. Herzfeld is teaching an online async class with no pre-requisites which makes it easier for fraudulent students to enroll. S. Herzfeld asked for guidance (i.e., dates and advice) on how to troubleshoot this issue
 - a. S. Lynch asked if Distance Ed could pick this up, but this does affect all classes. Perhaps the Distance Ed Committee could come up with strategies to this end
 5. L. Curiel wondered if this is something the Guided Pathways success teams could "rally around" and contact these students before they get pushed. A. Rhodes asked the same question and was told "most students provide a phone number that is disconnected or they don't answer their phones". L. Curiel also brought up the fact the college is still without an ED or IT that this is an issue which is related to IT
 6. D. Silva asked for clarification because it seemed that financial aid is cautious dispersing financial aid prior to the census date and start of the semester
- ii. D. Pichardo-Diaz asked what should the Senate do. K. Pierson-Geiger shared the DE Committee is open to putting the issue on their agenda
1. **MOTION:** To direct the Distance Education Committee to investigate the issue of fraudulent students and financial aid drops
 - a. Moved by D. Pichardo-Diaz/ Second by G. Montiel
 - b. Motion passes unanimously

- b. Announcement: All committee chairs, whose committees were not deemed as Brown Act committees by the District lawyer shall meet with their committee and determine the meeting modality that would garner the most participation and avoid exclusion.
 - i. According to the Elana Rivkin-Haas, Legal Counsel, the Brown Act committees are:
 - 1. Board of Trustees
 - 2. Citizen's Oversight Committee
 - 3. Rio Hondo College Foundation
 - 4. Academic Senate
 - 5. Associated Students of Rio Hondo College
 - 6. Planning and Fiscal Council
 - 7. Curriculum Committee
 - 8. Staff Development Committee
- c. Announcement: Board of Trustees Report Out
 - i. This past Wednesday, the Board of Trustees approved a "supplementary retirement plan." The Deans will be sharing this information with their Divisions. Eligible persons have received notice. If they retire by December 31st, they will receive 85% of their final pay over five years on top of retirement savings. If you retire by June 30th, they will receive 70% of their final pay over five years.
 - 1. K. O'Brien asked if the Board talked about impacts on departments and staffing. A. Rhodes replied that it is on their radar. Dr. Flores acknowledges that Rio Hondo College must still abide by the FON and avoid paying any FON penalties (i.e., hiring full-time faculty instead of an overreliance on adjunct instructors). S. Lynch shared that if 20 full-time faculty take the offer, there is no way to backfill those positions with new FT faculty, especially since Spring scheduling is underway. This also is up to the Deans and being proactive
 - 2. G. Montiel clarified that they have to announce by October 11th
 - 3. S. Spencer asked if this is a "golden handshake", and the answer is yes
 - 4. S. Herzfeld if there is an "if". A. Rhodes replied yes. The Board of Trustees will receive intentions to resign, and they will determine if it is a good fiscal decision for the district to move forward. S. Herzfeld if there is a set number. A. Rhodes believes it is 18
- d. Announcement: President's Cabinet Report Out
 - i. A. Rhodes shared Admin is planning to onboard the Chief of Campus Safety as a temporary, hybrid position
 - 1. K. O'Brien asked if Campus Safety will be armed. A. Rhodes is unsure but replied that they must be Firearm certified, so it is possible
 - ii. The Division of Public Safety is considering rebranding as Administration of Justice because "people in the public come to Public Safety" and seek help for their issues, not necessarily enroll in the college

1. K. O'Brien asked about Fire Tech? A. Rhodes had no answer and is only the messenger
 - iii. Parking fees for on campus events will no longer be waived without a request through the President's Office. This will be on an as requested basis
 - iv. A master calendar of events is in the works
 - v. Administrative Council is going through emergency planning training over the next three months
 - e. Announcement: IEC Committee Appointment
 - i. Christian Vaca
 - f. Announcement: Student Equity Committee Appointments
 - i. Angela Sotelo, Counseling Representative
 - ii. Lizette Arevalo, At-large Member
 - iii. Wendy Carrera, At-large Member
6. Vice President's Report
- a. 1st Vice President, Kelly Lynch
 - i. No report
 - b. 2nd Vice President, Aditi Sapra
 - i. Students voted in favor of college hour. Students initially wanted college hour every day
 1. D. Silva asked what the debate looked like. ASRHC was heavily in favor of college hour. They are wanting faculty representation at student events
 2. S. Spencer shared that the students of Rio Hondo College have not had a college-wide vote on the issue. D. Pichardo-Diaz asked if it could reflect that this is the will of the representatives, not necessarily by the students themselves
 3. K. Smith recalled VP Miller would return to Senate when he would have more information. VP Miller has not done so
 4. K. O'Brien asked if the college can still debate the issue. VP Miller wanted to wait for the student vote and this information will now go to Dr. Flores who will make the decision
 5. S. Lynch feels that it is important to actually survey the student body
 6. A. Sapra shared that not all students have received this information and presentation, so they might not know what they are voting for. L. Curiel asked if students could be provided with the positives and negatives to moving forward with College Hour
 7. Senate Exec can represent the concerns of the Senate body and may inform their students. A. Rhodes shared that she feels President Flores will respectfully listen to the will of Senate Exec. A. Sapra felt that ASRHC really latched onto the possibility of faculty at student events, ignoring the potential scheduling and equity concerns

8. G. Montiel asked if admin is in favor of college hour. A. Rhodes shared that one is, but Dr. Flores will look at how it affects everybody and will go from there
 9. D. Pichardo-Diaz shared that this is “taking a spot for enrollment” and will not solve bigger issues that have been presented
7. Unfinished Business
 - a. None
 8. New Business
 - a. None
 9. Committee Reports
 - a. Senate Committees
 - i. Academic Rank, Frank Sotelo
 1. No report
 - ii. Curriculum, Elizabeth Ramirez
 1. The Board of Governor’s recently approved revisions to title 5, Minimum Requirements for the Associate Degree, adding ethnic studies as a graduation requirement. CCCs are required to implement this change no later than Fall 2024. At our last meeting, The Curriculum Committee voted to create a new RHC GE Area 9: Ethnic Studies designation and to align courses in this area with courses approved for the CSUGE/IGETC/Cal-GETC ethnic studies requirement in order to streamline course selection for students.
 - iii. Distance Education, Kenn Pierson-Geiger
 1. The first meeting was “overloaded” and a second meeting has been scheduled for protocols for emerging classes on September 25th. There will also be discussion of pre and post term student access to Canvas shells
 2. This is Rio Hondo College’s 25th anniversary of the “virtual college”. K. Pierson-Geiger is making this a standing feature of every DE Committee meeting
 - iv. Instructional Technology (ITC), Dana Arazi
 1. First meeting is supposed to be today, but there has been disagreement regarding Brown Act interpretations. In the opinion of the Chair, they are required to follow the Brown Act as it is written. There is difficulty finding members and there is the added issue of no IT ED.
 - v. Open Educational Resources (OER), Sheila Lynch
 1. The Chancellor’s Office ZTC Planning Grant – Every college that wanted to participate needed to make notice. Rio Hondo College will be ready by November 15th and determine which ZTC Pathway they intend to take
 - vi. Outcomes, Sean Hughes
 1. No report

- vii. Staff Development/FLEX, Katie O'Brien
 - 1. There are some issues with the committee and experiencing hardships with obligations in the way as a result of Brown Act requirements
 - 2. Emails regarding events have been going out
 - 3. People have been asking about the Spring Professional Development Day. This has been brought up with the President's Office with a planning meeting to follow in October
- b. Planning & Fiscal Council Committees
 - i. Facilities, Scott Jaeggi
 - 1. No report
 - ii. Institutional Effectiveness (IEC), Julio Flores
 - 1. Report attached
 - iii. Planning and Procedural Council, Rudy Rios
 - 1. No policies or procedures were reviewed, but the council did look at their role and responsibilities. The language has been "tweaked" by an outside entity. The council now provides feedback to the policy's originating body with recommended changes. R. Rios doesn't entirely agree with this change but notes that policies are being reviewed more quickly
 - 2. A. Rhodes and R. Rios reported on AP7217 (faculty contract hiring). Admin wanted to make it "a general overview," but A. Rhodes and R. Rios were not comfortable leaving things to interpretation because that could negatively impact faculty agency in the hiring process. A. Rhodes and R. Rios shared with admin examples of the hiring process gone wrong in the past as a result of admin or Board decisions.
 - a. Admin did agree that any changes will be brought to Senate before the policy is approved
 - b. S. Lynch asked if the composition of faculty on hiring committees was addressed. They had not got to that part in their discussion
 - c. CCLC does dictate BP language that is legally required or recommended
 - iv. Program Review, Marie Eckstrom
 - 1. Program Review will be meeting in person. Two faculty representatives are needed to volunteer each day
 - v. Safety, Brian Brutlag
 - 1. Agenda setting meeting was held on September 14th. Rio Hondo College will be participate in The Great Shakeout on October 19th at 10:19am
 - 2. The next meeting will discuss emergency stores, ADA Safety Compliance, rations, and other topics. The ADA Safety Compliance report could take a year and a half to compile and finalize. There will first be a self-evaluative report and then there will be a bid for any

changes needed to make the college ADA accessible. The current budget is \$195,000. The proposal due date is October 27th

- c. Additional Committees
 - i. Enterprise Systems Advisory, Colin Young
 - 1. No report until there is a new ED of IT
 - ii. Foundational Skills & Instructional Support, Tyler Okamoto
 - iii. Online Education Initiative (OEI), TBD
 - iv. ASCCC Open Educational Resources Initiative (OERI), Sheila Lynch
 - 1. Anyone who has responded to an OERI email regarding Creative Commons License Training. The training is set for December. Interested parties have been contacted with the relevant information
 - v. Student Equity, Julio Flores
 - 1. Report attached
 - vi. Student Success and Support Services Program (SSSP), Bill Curington
 - 1. No report
- 10. Announcements
 - a. A. Rhodes met with VPAA and VPSS on the construction of the new AP/BP on ethics, civility, and bullying. They have developed a “solid draft” and will be presented to relevant groups when ready
 - b. There is a new show in the Art Gallery as part of SUR:Biennial. All are encouraged to visit
- 11. Adjournment
 - a. Meeting adjourned at 2:20

Appendix A: IEC Report

- Administer The HEDS Diversity and Equity Campus Climate Survey in October of 2023
Survey: https://www.hedsconsortium.org/wp-content/uploads/2023-2024_HEDS_Diversity_Equity_Survey_Instrument.pdf

- Committee also approved additional set of questions

Important Planning Dates

- Annual Program Plans & Program Reviews are due Friday, October 13, 2023

- Annual Unit Plans are due Wednesday, November 15, 2023

- Annual Area Plans are due Friday, December 15, 2023

Submitted by Julio Flores

Appendix B: Student Equity Committee Report

- Welcome Wendy Carrera and Lucha Arevalo to SEC
- Presenting and soliciting feedback of DEIA terms to constituency groups before making its way to PFC
- Male Success Initiative and Women in College Initiative to begin workgroups for each DI group, please email Ceci Rocha (CRocha@riohondo.edu) and Julio Flores (JFlores@riohondo.edu) if interested in serving on workgroup
- RTLI to continue its work this semester. Thank You, Juana Mora and Gisela SpielerPersad!
- Conversations and planning on Cultural Learning Communities for implementation Fall 2024

Submitted by Julio Flores