



Academic Senate 2015-16

MINUTES

September 1, 2015

Board Room

Present: Lupe Alvarado, Alan Archambault, Michelle Bean, Robert Bethel, Ada Brown, Fran Cummings, Michael Dighera, Marie Eckstrom, Cameron English, Juan Fernandez, Raquel Flores-Olson, John Frala, Theresa Freije, Sergio Guzman, Yunior Hernandez, Mike Javanmard, George Kimber, Jim Matthis, Greg Miller, Carley Mitchell, Juana Mora, Steve Moshier, Katie O'Brien, Tyler Okamoto, Aimee Ortiz, Shelly Poetter, Kathy Pudelko, Ron Reeder, Rudy Rios, Mary Rivera, Kevin Smith, Adam Wetsman, Jon Whitford, Colin Young, Mariano Zaro

Guests: Doralí Pichardo-Díaz, Elizabeth Ramirez

- I. **Call to Order:** President called meeting to order at 1:02 p.m.
- II. **Approval of Minutes:** May 19, 2015 minutes were accepted with no revisions.
- III. **President's Report**
 - A. Welcome and Introductions
 - B. Membership
 1. Senate membership list distributed
 2. Check for accuracy and send updates to Michelle Bean
 - C. Enrollment
 1. Goal this year: To brainstorm and implement ways in which faculty might aid the increasing of enrollment
 2. RHC hired a consulting firm to research and provide recommendations for enrollment strategies; RHCFA president and AS president will be involved in the process
 3. Administration consulted CSEA and Academic Senate Exec this summer regarding engagement and enrollment strategies
 - D. New CMS
 1. Administration proposed a change from Blackboard to another course management system, most likely *Canvas*, which will be free for 4 years
 2. OEI is pushing to standardize online education, and therefore mandating the state-wide use of a standard CMS, such as *Canvas*
 - E. Annual ACCJC Report
 1. 15 schools in the state flagged as needing improvement, including RHC
 2. "Enhanced Monitoring" letter sent to RHC regarding the low percentage of SLOs completed by the faculty in 2013/14 (apprx. 50% of the courses offered completed SLO data)
 3. SLO committee working toward ensuring the implementation and completion of SLOs and SLO Assessment Reports
- IV. **Unfinished Business:** None



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V. New Business

- A. In anticipation of a new CMS, the Senate Executive Committee proposes the following motion:
1. **Executive Motion:** In order to promote student success, maintain academic rigor, ensure enrollment and retention, and adhere to accreditation standards, the Academic Senate urges the administration to provide adequate funding and support regarding professional development, staff support, and training during any future transitions by the college to a new course management system, thus fully and efficiently implementing the recommendations of the Distance Education Committee.
 2. Motion passed unanimously
- B. **Motion:** To recommend that the DEC develops a plan to forward to the administration, recommending a timeline, staff training, funding, and any other necessary CMS transition implementation procedures.
1. Originated by F. Cummings
 2. Second by R. Reeder
 3. Motion passed unanimously

VI. Committee Reports

- A. **Academic Rank:** Applications and Board Policy online under Academic Senate webpage. Deadline: Nov 20 before 6 p.m. Be clear and detailed with any evidence noted in application.
- B. **Bookstore:** Concerns about not enough books available for total number of students in courses, as well as the multiple ways of ordering books.
- C. **Curriculum:** Next Curriculum meeting Sept. 15. Deadline for substantial course changes is Sept. 28 by 5:00 p.m. Oct. 19 for other minor changes.
- D. **IEC:** Need a replacement on this committee.
- E. **Program Review:** Orientations start Sept. 2 for those on the committee. Program Reviews will start early November. Accreditation report recommended clarification of an improvement process on program review plans.
- F. **ITC:** Webinar Thursday, Sept. 3 at 2:30—see Colin Young’s email for instructions. Next ITC meeting on Sept. 14.
- G. **Safety:** Oct. 21 at 10:21 Emergency Drill
- H. **SLO:** Accreditation Task Force released recommendations for state to clarify points of interest guiding accreditation organizations; state considering other accrediting options.
- I. **Distance Education:** Contract with Blackboard ends November 2016. Canvas representative coming next week; please voice concerns to your DEC rep. DEC next meeting Sept. 14. Deadline for online certification is Sept. 30 for Spring 2016 teaching assignments.
- J. **Student Equity:** No report.
- K. **FLEX/Staff Development:** No report.



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- L. **Other: Print Shop** now has online request form.
- M. **Other: Common Assessment Initiative**—California moving to one test in English/Reading and math statewide. Students will be placed in courses by the highest score from multiple measures (either the common assessment score or high school GPA). Common Assessment implemented as early as Oct 2016. RHC piloting multiple-measure program now.

- VII. **Announcements:** None

- VIII. **Public Comment:** None

- IX. **Adjournment:** Meeting adjourned by president at 2:06 p.m.