Academic Senate 2018/19

Minutes
March 5, 2019
Location: Board Room
1:00 p.m.

Members Present: Frank Accardo, Robin Babou, Kevin Barman, Michelle Bean, Robert Bethel, Brian Brutlag, Angela Cheung, Fran Cummings, William Curington, Alexandre Dejean, Michael Dighera, Marie Eckstrom, Karen Gottlieb, Yunior Hernandez, Jupei Hsiao, Jorge Huinquez, Erin Irwin, Steve Johnson, , Michael Koger, Katherine Lampert, Violeta Lewis, Jeannie Liu, Sheila Lynch, Marina Markossian, Angelica Martinez, Gerson Montiel, Juana Mora, Farrah Nakatani, Katie O'Brien, Tyler Okamoto, Jill Pfeiffer, Dorali Pichardo-Diaz, Matthew Pitassi, , Rudy Rios, Jose Rodriguez, , Stephen Smith, Monica Serafin, Shelly Spencer, Irma Valdivia, Viviana Villanueva, Adam Wetsman **Members Absent:** Lupe Alvarado, Theresa Freije, George Kimber, Carley Mitchell, Angela Rhodes, Tracy Rickman, Matt Schleicher, George Wheeler, **Ad hoc members present:** Michelle Pilati, Elizabeth Ramirez **GUESTS:** Jose Lara, Angela Sotelo, Kevin Smith, Ruth Keniston, John Frala, Melissa Refino-Juarez

I.   **Call to Order: 1:01**

II.   **Approval of Minutes:** February 19, 2019 approved with 3 corrections

III.   **Public Comment** –

   A. Ruth Keniston in Nursing and chapter president of nurses association. There is a campaign called "stop the bleeding" which is the leading cause of unnecessary death. Wants to give awareness and skills of how to stop bleeding in traumatic events. There will be an event on Thursday April 11th to show sidewalk CPR and sidewalk "stop the bleeding" techniques from 12 to 2pm.

   B. Angela Sotelo: Working with academic deans and over 1100 high school seniors. RHC will have over 30 high schools visiting our college. Highly suggest that representation be from all divisions so that you can talk about programs. Shout out to Prof. Rios, Paige, Refino-Juarez and Transfer Center for supporting students from La Serna. Connecting with faculty makes a big difference.

IV.   **Guest:** Grants Presentation—Michaela Brehm & John Silgada (see Addendum B)
   A. Grants team provides a series of services to identify potential funding services, editing based on content, support budget, guidance on pre-award form and post award, coordinate with foundation for scholarship. Recently awarded a scholarship for fire cadettes.
   B. Last year submitted 46 proposal which has doubled from the past when only about 28 proposals were funded.
   C. Two main tools to help you in soliciting grants. A) Rio Grant Management System (RGMS) all grants across the campus where you can see real time how your funding is

being spent. Very powerful tool that provides alerts when reports are due and when you reached milestones. Integrates accounting with grants.

D. In process of developing a grant webpage. Will include tools for creating budgets, samples of logic models, access to data bases etc.

E. Some ways to collaborate include a brainstorming meeting, or if you have a project that you want funded they can help you find funding, if you have family that works in corporate that gives corporate grants, or anything STEM focused. For assistance, contact Michaela.

F. They are listening and want feedback, how can they better communicate and be of better service? Wetsman shared that Grants are not first thing that faculty think about, so for many areas grants may have to come to division meetings. Montiel asked where they are located? 2nd floor of the LRC and then will move to L tower once that renovation is completed. Frala shared that as a reader of many grants, funding can really help advance programs. Last year he got a grant for Southern California Edison to bring middle school kids in the summer to our campus. Reporting is probably the hardest part. Michaela and John and their team are very helpful.

V. Guests: AB 705 Update—Melba Castro, Alice Mecom, Vann Priest

A. Need to be in compliance with AB 705 by Fall 2019 and the team is doing their best to make sure they are in compliance with law. AB 705 asks to increase likelihood of success in the first year or English and Math. There is a taskforce with faculty, 2 VP's, Deans and managers. There is a lot of work going on. Dr Castro acknowledged the work of the team.

B. Dean Meacom shared English 101, 101S, and 101SP (see Addendum D)

C. Most conversations have been for co-requisite support courses. There is a new class that was developed that will be offered Fall 2019. Co-requisites are re-quired for some, but not all students. Current placement tool is in the portal.

D. FYSC will be running placement labs and appointments. Graded classes and will be used the same. Eckstrom shared that English faculty were forced to do this for many reasons and were urged to do a separate course but with the agreement that the instructor of record will teach both.

E. A faculty member expressed concern about athletic students taking 5 units or more and how it affects them.

F. Dr. Mora shared that her understanding is that students have the option of not taking the co-requisite and that a co-requisite is allowed as long as there is a challenge process.

G. Pilati shared that the state continues to require the use of multiple measures and that the use of only high school GPA does not qualify as multiple measures.

H. Pichardo-Diaz said that Multiple measures will absolutely be used and that counselors had a retreat to look at what those multiple measures considerations will be.

I. Bethel asked what will we do with students who do not pass these courses? Marie shared that students repeat and fail because of bad habits, time management. Mecom said they will have SI and drop in. How do we intervene with students that don't pass? Interventions are still in place with reinstatements. Frala talked about Interventions and reminded faculty about the early alert system.

VI. Guests: Diversity Summit Report—Melissa Refino Juarez, Irma Valdivia, Don Mason

A. Refino-Juarez shared that Faculty like to think that we are above this education and that the conversation is not necessary. We all have unconscious bias. We are all school

geeks and we like school. Most of the students that we encounter may not have the same enthusiasm. We made it so we are middle to upper middle class but the population we serve comes from a different background.

B. Melissa is on the Equal Opportunity (EEO) Committee on campus and on that committee RHC has to put forward a plan and that's why she was asked to participate in the conference. She was hired in 1996 and that was the year that we still had affirmative action and perhaps she was hired as an affirmative action employee and she is ok and thinks it was a great choice. But what they don't know is that she connects with students because she is 1st generation college student, and grew up in Pico Rivera but not necessarily because of her cultural background.

C. Many people giving speeches about strategies for success and one thing that Valdivia learned is how other schools are in a similar position. One thing noted is that UC, CSU and CCC and discrepancy of who is served and who we are as faculty and staff. Its important to embed equity into our practices so we can mentor and connect with students. (See Addendum B). Showed RHC students are 78% but faculty is 37%, and to consider the ways in which equity can be instilled in our practices.   Wetsman asked if the data is for full time faculty or if it includes part timers.   We can ask what are we doing with the funding that is being allocated for equity. An immediate way to be involved is to reflect on policies and practices.

D. Bethel asked if committee has met and asked who from HR was there? Because if we are looking at including hiring practices, HR needs to be involved. Are always told by HR that we can't ask certain questions. This needs to be a priority for our president so this work starts at the top.

E. Montiel asked how they addressed students and faculty who are not of the same background. If faculty don't share the same background, they can try to find ways to connect and think about implicit bias, but there are definitely other ways to connect aside from background.

VII. **President's Report**

A. Academic Rank Committee—volunteers still needed, sent around list because need to have at least 5 people on that committee, with 2 year term.

B. ASCCC Plenary Scholarships available—due March 22: https://asfccc.com/ This will be in San Francisco.

C. RP Group Seeking Proposals for Strengthening Student Success Conference—due March 14: https://rpgroup.formstack.com/forms/sssc19

D. RHC Special Awards – Senate Exec forwarded Belen Torres-Gil as Fellow of the College, but did not forward a name for Distinguished Service. Meetings to select the award are still pending.

E. Senate Officers Elections Timeline

  1. Nominations open from March 4 at noon to March 11 before noon (in person at senate meeting or email to mdighera@riohondo.edu)

  2. Electronic voting open from March 11 at noon to March 19 at noon (check your junk or clutter box for emailed survey link)

  3. Division senator elections should be complete, please send an email to Pichardo-Diaz and Bean.

4. Asked senate body for approval of an error on the timeline that has 11:59pm which would only give 1 minute. Bylaws says a week, so unclear if means 7 days or 5 days.

1. Motion to Move to wave rules in bylaws to allow them to end at 8am on Monday march 11th by Wetsman, 2nd Lynch
2. Motion Passes
3. Dighera expressed concern to Bean about having enough time to discuss elections because its crammed at the end of a meeting. President bean assured that she would allow ample time.

F. O'brien shared a concern about what process should there be for fellow of the college,
G. Acknowledgement of Distinguished faculty – This faculty member has received millions of dollars for students in his programs. Congratulations to John Frala! Frala thanked everyone for the support and appreciated the acknowledgement. Lynch shared that what he does puts us on the map. Johns program is funded by his grants, not by the district and enjoys watching what his students go on to do.

VIII. **Vice Presidents' Reports**
A. 1st Vice President-
1. Bill that will affect Pt faculty is to get rid of time limit of transferring sick leave, there is a 3 year limit to that
2. Bill to get us to 75% level that will require a 10% increase per year for instruction. Only affects classroom instruction.
3. Bill of PT faculty that limits 67% in a given district and this bill will move it to 85%
4. Bill to have 25k to each college for emergency loans,
5. Discussion about Cal Grants
6. 2nd year CA promise which a lot of faculty groups is that it requires full time attendance. Instead of first 2 years, that they fund 60 units.
B. 2nd Vice President
1. Spirit week next week, please participate
2. Encourage students to apply to scholarships from foundation office

IX. **Unfinished Business**
A. **Equivalency Application Language**
Background Info: The Equivalency Taskforce suggested the below updated language to add to faculty applications. At present, the online application for faculty positions is merely the label "Equivalency" with a field beneath it to type something. No explanation.
Executive Motion: To urge the Human Resources Office to update the faculty applications with the following language in the "Equivalency" section:
If you do not meet the minimum qualifications as stated in the job summary and believe you meet the criteria for equivalency as stated in the job summary, provide a rationale explaining how you meet the criteria. A group of subject-matter experts will evaluate your request. (please note not all academic departments have equivalencies)
1. Eckstrom objected to it and asked what precipitated it. Lynch shared that this came from discussions
2. Eckstrom objects because it gives the wrong message because English department does not have equivalencies. Its misleading, false advertisement and could cause dissention in the English department and could cause conflict.

3. Pitassi shared that this could cause nepotism and understands the position and how it could be problematic
4. Lynch shared that this discussion included HR staff and they also wanted this information. Its not a new idea, but there is a blank field that. Refer back to job description to see if there is an equivalency. Otherwise, it is left without any guidelines.
5. Pilati expressed agreement with equity and faculty hiring being open and inclusive to give people an opportunity through equivalencies. We presently have public equivalencies that are not equivalencies. The document that is public, things were done for different reasons. There are instances where equivalencies are turning one discipline into another and that is certainly not the intention of an equivalency. There is a fundamental problem and we need to pull those equivalencies and look at them. These decisions may pre-date anyone here. Pilati gave an example of well qualified candidates with degrees in Social Ecology who were not being considered because that specific degree is not on the equivalency list. There is a value in being open.
6. Montiel asked for clarification and wondered what the current process is. Lynch shared that currently only 1 faculty member is needed for departmental sign-off.
7. Cummings asked if it is law to include an equivalency?
8. Lynch wanted to re-iterate that this is not about whether we do equivalencies or not. This is just to clarify that state of california says "or equivalent" and we have the right to if we chose to. Lynch shared since it is possible, lets let people who are applying know about it.
9. Lynch moves that we amend this statement substitute motion, 2nd by Montiel
   a. 12 opposed, 1 abstention, Motion passes
   b. Discussion: Eckstrom requested that we please add language that says *(please note not all academic departments have equivalencies)*
   c. *Lynch shared a concern about it being too wordy and that there is already language deferring people to the job description.*
10. Motion to postpone the vote by Wetsman, 2nd by Lynch
    a. Motion passes unanimously
11. Wetsman, Motion to postpone vote item new business A to next meeting, 2nd by Lynch
    a. Motion passes unanimously

X. **New Business**
   A. **Equivalency/Minimum Qualifications**
   B. **Officer Nominations –** You may campaign 10 days before the election
      1. President – Nominations for Juana Mora, Kevin Smith
      2. 1st Vice President – Dorali Pichardo-Diaz, Irma Valdivia
      3. 2nd Vice President – William Curington, Matt Pitassi
      4. Secretary – Angelica Martinez
      5. ASCCC Representative – Sheila Lynch, Adam Wetsman
      6. Parliamentarian- Jorge Huinquez, Violeta Lewis

XI.   **Committee Reports-**

Senate Committees: - No Committee Reports
- Academic Rank
- Curriculum
- Guided Pathways Steering (GPS)
- Instructional Technology (ITC)
- Online Education (OEC)
- Open Educational Resources (OER)
- Staff Dev./Flex
- Outcomes

Planning & Fiscal Council Committees:
- Institutional Effectiveness (IEC)
- Program Review
- Safety

Other Committees:
- Basic Skills
- Bookstore
- Enterprise Systems Advisory
- Online Education Initiative (OEI)
- Student Equity
- Student Success and Support Program (SSSP)

XII.   **Announcements:** None

XIII.   **Adjournment:** 2:23pm

Addendum A: OEC Report

Online Education Committee

February 2019

Submitted by Dr. Jodi Senk

- The Faculty Resource Center has been launched. To date, it has published Online Ed and the faculty CBA. Excellent resources to help with Outcomes, which was set up by Dr. Alyson Cartagena, are available and accessible. It is a work in progress and resources will continue to be added.

-Three OE members will be POCR (Peer online course review) certified. They include Cynthia Lewis, Jill Pfeiffer, and Bianca Urquidi and received both flex and a stipend. Congrats to all for their hard work and time.

- Digital Learning day is Feb 28. Staff development will host a room for faculty viewing

- Technology reported there is no start date for the second wave of the OEI or discussion if classes will be offered

- Nominations for new OE chair will begin in February with voting to follow.
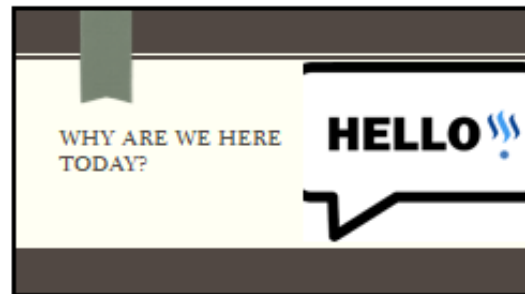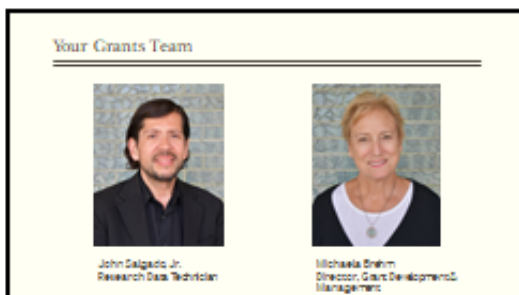
ADDENDUM B: POWERPOINT

Academic Senate — MARCH 5, 2019	▪ Approval of Minutes: February 19, 2019 ▪ Public Comment
1	2
Grants — MICHAELA BREHM	WHY ARE WE HERE TODAY? HELLO
3	4
Your Grants Team — John Salgado Jr. Research Data Technician / Michaela Brehm Director, Grant Development & Management	WHAT WE DO
5	6

Slide 7
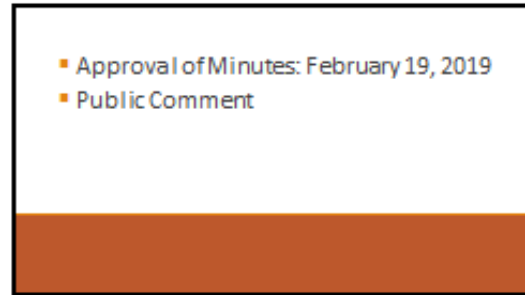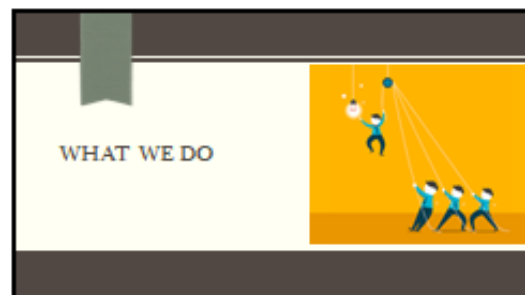
Services For Success

- Identify potential funding sources in alignment with institutional needs
- Coordinate across college constituencies
- Support proposal composition and editing based on information provided by content experts (You!)
- Ensure proposal adherence to institutional policies and priorities
- Support development of accurate budgets that align with funder's guidelines
- Provide guidance on the completion of pre-award forms
- Support award team post-award
- Coordinate with Rio Hondo Foundation, if applicable

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Slide 8

HOW WE DO IT

Rio's Grant Management System (RGMS)

Grants Office Website

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Slide 9

WAYS WE COLLABORATE

9

Slide 10

One Size Does Not Fit All

- If you have a seed of an idea but aren't sure how to explain it in proposal form; **let's brainstorm together**
- If you have a project in proposal form but don't know where or how to get it funded; we have database tools to help you find funding
- If you have family or friends who work in the private sector at companies who routinely provide community grants; **we can work together to build a winning proposal to support your work in the classroom**
- If you've never applied for a grant and are not sure where to begin; **come have coffee with us and we'll talk about it (coffee's on me!)**

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GETTING STARTED

Funding Trends

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Slide 12

Some (not all) **Funding Trends We're Seeing**

- Anything STEM or STEAM focus
- Project-based learning and makerspaces
- Service learning projects
- Work place collaboration (private sector partnerships, internships, etc.)
- Access to college
- Workforce Development

THERE IS A MULTITUDE OF FUNDERS FOR ANY TYPE PROJECT- SOME PROJECTS JUST MAY TAKE A LITTLE MORE RESEARCH.

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Slide 13

SERIOUSLY, WE'RE LISTENING

What can we do to strengthen a collaborative relationship between the Grants Office and you, the faculty?

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Slide 14

AB 705

MELBA CASTRO
ALICE MECOM
VANN PRIEST

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Slide 15

Diversity Summit

MELISSA RIFINO JUAREZ
IRMA VALDIVIA
DON MASON

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Slide 16

Building Diversity Summit 2019

Rio Hondo Team

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Slide

Strengths

- Strengths
  - Attendance provided a variety of relevant issues relating to the significance of diversity
    - Hiring faculty, professional development, human resources, mentoring, how to achieve
  - Faculty, students and administrators shared their challenges, and vision for diversity at college
    - Each perspective provided a Launch pad for future discussion and action

Slide

Diversity Is...."A Vision For Success"

- This is one of many strategies to close the student success gap
- This is a priority for the Board of Governors, that is recognized in numerous studies and is a prominent part of Chancellor Eloy Oakley's strategic plan.
- The Chancellor and The BOG were in attendance

Slide 19

Building Diversity Summit, Feb. 2019

Racial Diversity Among Tenured Faculty at California's Public Colleges, 2016-17

Goal:
- Student "access, persistence, and success"
- Embed equity into our hiring practices and processes.

Slide 20

Full-Time Faculty by Ethnicity

Rio Hondo Students, 2018
78% Hispanic
Rio Hondo Faculty, 2016
37% Hispanic

Slide 21
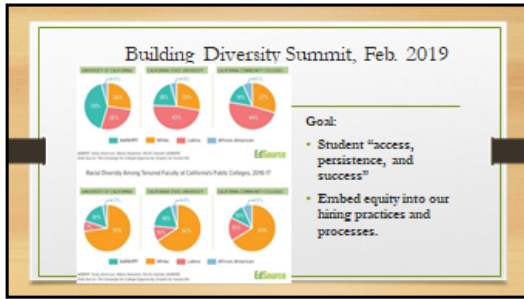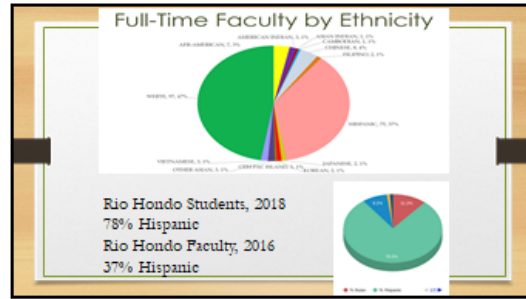
Opportunities

- Equal Opportunity Advisory Committee
  - Two meetings per fiscal year?
- BP 7100 COMMITMENT TO DIVERSITY
  - What are we really doing?
- Accreditation
  - Standard III A-12
    - Through its policies and practices, the institution creates and maintains appropriate programs, practices, and services that support its diverse personnel.
    - The institution regularly assesses its record in employment equity and diversity consistent with its mission

Slide 22

Our Vision for Diversity and inclusion are more than just catchphrases or boxes to check. It is essential to our success as an institution and a guarantee to our students

Thank you

Slide 23

President's Report

ACADEMIC SENATE for CALIFORNIA COMMUNITY COLLEGES

- ASCCC Plenary Scholarships available—due March 22: https://asfccc.com/
- RP Group Seeking Proposals for Strengthening Student Success Conference—due March 14: https://rpgroup.formstack.com/forms/sssc19

THE ACADEMIC SENATE FOUNDATION for California Community Colleges

Strengthening Student Success
It takes a Community College
October 9-11, 2019

Slide 24

President's Report

- Academic Rank Committee—5 members for 2-year term (see sign-up sheet)
- Division Senator Elections—completed; email Picardo-Diaz and Bean with new senator names
- Elections Timeline
  - Nominations: March 4—March 11 (in person or email to mdighera@riohondo.edu)
  - Electronic Voting: March 11 at noon—March 19 at noon (check email for survey link)
- RHC Special Awards

1st VP Report

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2nd VP Report

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Unfinished Business

Equivalency Application Language:

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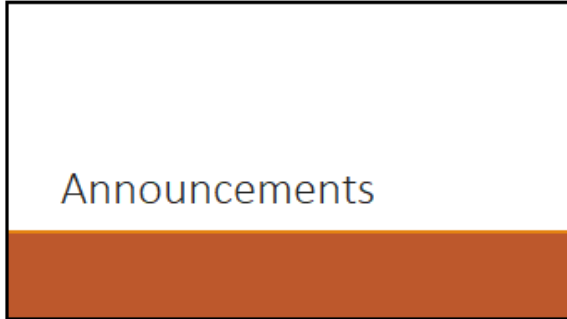
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New Business

- **Equivalency/Minimum Qualifications**
- **Officer Nominations**
  - President
  - 1st Vice President
  - 2nd Vice President
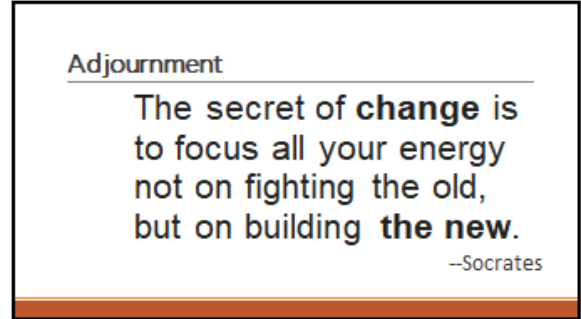 - Secretary
  - ASCCC Representative
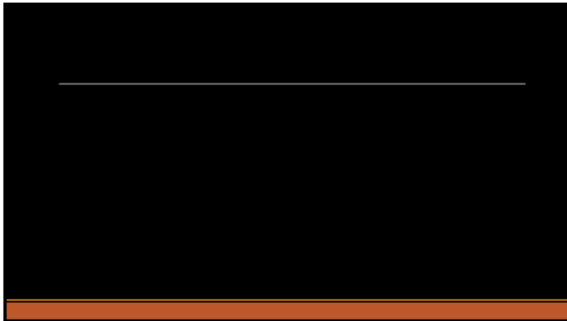 - Parliamentarian

Committee Reports

Announcements

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Adjournment

The secret of **change** is to focus all your energy not on fighting the old, but on building **the new**.

--Socrates

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ADDENDUM C: SENIOR PREVIEW DAY FLYER

SAVE-THE-DATE

SENIOR PREVIEW DAY!

**WEDNESDAY, MARCH 20TH &
THURSDAY, MARCH 21, 2019**

*See back for specific times

Rotation A	Rotation B
Arrival: 8:45am-9:00am	Arrival: 10:00am-10:15am
9:00am-10:00am Welcome & Rio Overview (Wray Theater)	10:15am-11:15am Welcome & Rio Overview (Wray Theater)
Academic Workshop 10:15am-11:15am	Academic Workshop 11:30-12:30pm
Discover Rio Fair & Lunch 11:15am-12:30pm	Discover Rio Fair & Lunch 12:30pm-1:15pm
Departure 12:30-12:45pm	Departure 1:15pm-1:30pm

**Questions? Please contact
The Office of Outreach, Ext. 6693**

ADDENDUM D: AB705 HANDOUT

FALL 2019 MATH "SLAM" OPTIONS

| Statistics 4 units | MATH 130 | Math for Elementary Teachers 4 units | MATH 140 | *QR for Today 3 units | MATH 150 |

or with support course
+1 unit 13E

or with support course
+2 units 15E

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FALL 2019 MATH BSTEM OPTIONS

| College Algebra 4 units | MATH 160 | **Plane Trigonometry 3 units | MATH 175 |

or with support course
+1 unit 16E

or with support course
+1 unit 17E

Pre-calculus 4 units — MATH 180

or with support course
+1 unit 18E

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FALL 2019 MATH PLACEMENT
STATISTICS AND LIBERAL ARTS

High School Performance Metric	Math	Recommended or Required Co-Requisite	Units
HSGPA ≥ 3.0	Math 130: Statistics (4) Math 140: Math for Elem. Ed. (4) Math 150: QR in Today's World (3)		4 4 3
HSGPA from 2.9 –2.3	Math 130: Statistics (4)	Recommended: Math 13E (1) or Supplemental Instruction	4/5
	Math 140: Math for Elem. Ed. (4)	NA	4
	Math 150: QR in Today's World (3)	Recommended: Math 15 E (2) or Supplemental Instruction	3/5
HSGPA ≤ 2.2	Math 130: Statistics (4) Math 140: Math for Elem. Ed. (4) Math 150: QR in Today's World (3)	**Required:** Math 13E (1) NA **Required:** Math 15 E (2)	5 4 5

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FALL 2019 MATH PLACEMENT
BSTEM MATHEMATICS

High School Performance Metric	Math	Recommended or Required Co-Requisite	Units
≥ 2.6 AND enrolled in a HS Calculus course	Math 160: College Algebra (4) Math 175: Plane Trig (3)	None	3
Enrolled in HS Precalculus	Math 160: College Algebra (4)	Recommended: Math 16E (1) or Supplemental Instruction	4/5
	Math 175: Plane Trig (3)	Recommended: Math 17E (1) or Supplemental Instruction	3/4
GPA Only			
≥ 3.4	Math 160: College Algebra (4) Math 175: Plane Trig (3)	None	4 3
3.3–2.6	Math 160: College Algebra (4)	Recommended: Math 16E (1) or Supplemental Instruction	4/5
	Math 175: Plane Trig (3)	Recommended: Math 17E (1) or Supplemental Instruction	3/4
≤ 2.5	Math 160: College Algebra (4) Math 175: Plane Trig (3)	**Required:** Math 16E (1) **Required:** Math 17E (1)	5 4

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FALL 2019 PLACEMENT UPDATES

- **Fall 2019**
  - All students will have access to the first level of transfer-level English and Math, which may include a co-requisite.
  - RHC will offer limited sections of English and Math courses below transfer-level; however, the student has the ability to make this decision.
- **Assessments can not be used for Placement**
- **Direct and non-direct matriculants will be placed via the same process**

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AB 705 & ONBOARDING NEW STUDENTS

Date	Event
January 18	Regional Counselor Breakfast
March 12 & 13	Counseling 105: Counselor Training (4:00-6:00 p.m.)
March 20 (In-district) March 21 (Out of district)	Senior Preview Day
March-May	Counseling 105 Courses & Educational Planning Workshops at High Schools
June	Fast Pass
July 10 (In-district) July 11 (Out of district)	Priority Registration Labs
Summer	On-going Support for New Students
August 2 & 9	Freshman Welcome Days
August 17	First Day of RHC Fall

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PLACEMENT TOOL

- Updated Version in Development:
- Students can log onto their Access Rio Portal to Access the Placement Tool.

RIO PLACEMENT TOOL   I ♥ RIO HONDO

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AB 705 & CONTINUING STUDENTS
2018-2019

- Spring & Before Registration
  - Placement Labs with Educational Planning Workshop highlighting updates to English and Math (shorter version)
  - Tentative dates: April 5-26

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