

Riverside Community College District Academic Senate

Agenda for Friday, December 11, 2015

Rescheduled to RCC Room DL 409 (Digital Library) 12-2 pm

**District Senate meetings for 2015-2016 (last Monday of the month): 2/29/16; 3/28/16; 4/25/16; 5/25/16
(Wed. due to Memorial Day)**

Persons requiring a disability-related accommodation to participate in the District Senate meeting, including materials in alternate formats, may request such service from the Director of Diversity, Equity, & Compliance at 951 222-8039.

- Call to Order
- Approval of the Agenda
- Approval of the Minutes, Oct. 26, 2015

- Chancellor's Report

- Committee and Liaison Reports
 - Associate Faculty
 - Curriculum (Brian Johnson)
 - District Program Review (Alexis Gray)
 - PG&SL (Cynthia Gobatie)

- Ongoing Business
 - AP7120c-Faculty Hiring & Recruitment
 - BP/AP3510-Workplace Safety and Prevention of Violence & Disruption
 - AP4070-Course Auditing and Auditing Fees
 - Educational Assistants Selection

- New Business
 - Faculty membership of ISPC.
 - In-class Student Code of Conduct.
 - Presentation by Barnes and Noble
 - Task the District Curriculum Committee to create a workgroup to consolidate and streamline curriculum processes, and assess the need for a curriculum specialist at each college.
 - Creation of Common Assessment work-group.
 - Question to re-convene the District Standards committee to discuss:
 - Creation of policy regarding use of upper division units towards degree completion.
 - Calculation of GPAs from external transcripts that use + and – grades.
 - Credit for extra institutional learning.

- College and Liaison Reports

- Moreno Valley College
- Norco College
- Riverside City College
- RCCDFA/CCA/CTA/NEA
- District Administration

- Open Hearing
- Adjournment

RIVERSIDE COMMUNITY COLLEGE DISTRICT
Academic Senate Meeting
December 11, 2015
MINUTES

The meeting of the Riverside Community College District Academic Senate was called to order by Senate member, Peggy Campo at 12:00 p.m. at RCC, Room DL 409 (Digital Library) 4800 Magnolia Avenue, Riverside, CA 92506

Members Present

Peggy Campo

Mark Sellick

LaTonya Parker

Brian Johnson

Staff Present

Heidi Gonsier

Guests Present

Barnes and Noble Staff

Rex Beck

I. Approval of the Agenda: It was moved and seconded to approve the agenda of the RCCD Senate meeting dated December 11, 2015 as presented. Parker/Sellick (3 ayes)

II. Approval of the Minutes: It was moved and seconded to approve the minutes of the RCCD Senate meeting dated November 30, 2015 as presented. Amended revisions to the minutes for last meeting. 20C discussion. Correction: Jan Muto chosen as distinguished faculty lecturer. Sellick/Parker (3 ayes)

III. Chancellor's Report: Chancellor distributed to the senate presidents a copy of the CV of the district's new Chief of Police, Colleen Walker. Chancellor presented on Dashboard Indicators/statistics; goals established in strategic plans. Peggy said dashboards indicate benchmarks and trends. CTA needs to look at policy. Faculty should be consulted appropriately. Professor Sellick stated that edits were not needed. Suggested adding to January Board agenda. Currently there are 104 emeriti parking permits that are valid for life; need to discuss further the feasibility of continuing to issue these types of permits.

Retiree lifetime parking update. One hundred and four parking permits are sent annually. Not just for emeriti, also given to faculty who left under other circumstances. Parking permit can be given as a Legacy gift to any member of the former employee's family. Dr. Campo asked if a policy needs to be in place. Dr. Burke indicated he would consult with Chief of Police.

IV. Committee and Liaison Reports:

- Associate Faculty: No associate faculty report. Professor Sellick asked associate faculty on direction of structure. Discuss with committee on District Senate. To be postponed and will discuss further in the Spring of 2016

- Curriculum (Brian Johnson): Faculty voted to have Pre-Algebra/Math 53 Geometry, as meeting math requirement. Also a long standing practice if student has taken Geometry in high school, they have met the pre-requisite requirement for math competency. Therefore this creates a glitch in accepting Math 53 and the math departments will look at further. Curriculum committee is also discussing the elimination of the current additional degree requirements for our internal GE pattern; need to discuss further with affected disciplines.

- District Program Review (Alexis Gray): No report.
- PG&SL (Cynthia Gobatie): Report emailed by Kathleen Saxon.
 - The PG&SL committee want to remind faculty that AP 7160a, IV. B states that faculty members must submit a plan for professional growth to the PG&SL Committee in advance of initiating professional growth activities, to ensure the plan meets necessary District requirements and criteria for professional growth and unit allocation.
 - The committee discussed PG&SL's information located on the district website, and appreciates Debbie McDowell's continuing efforts to make sure all the links are working correctly. In particular, she will be updating the link to the section on Sabbatical Leave Requests from the new CTA contract, to assure it references the correct section. In addition, Debbie will be correcting the link to the new AP 7160a- Professional Growth and Salary Advancement, and remove references to BP 3080 (old board policy), as well as updating the list of PG&SL committee members.
 - The committee is concerned about sabbatical leaves being granted for 2016-17. We need to know soon since they are due in February 2016!

E. Moved to change order of Barnes & Noble presentation after Committee and Liaison Reports. Sellick /Parker (3 ayes)

Presentation from Barnes and Noble staff on textbooks and services provided to students and faculty throughout the district. Bookstore Fall/Winter/Spring Adoption update as of 12.10.15 for all three colleges was distributed, highlighting the number of remaining courses need response, faculty Enlight adoptions, rental availability, digital availability, and interactive/custom/package books provided. According to Barnes and Noble, the total net cost reduction in cash and money saved to the district is a total of \$748,133.

V. Ongoing Business:

- AP7120c-Faculty Hiring & Recruitment: All three college senates have approved the new policy for full-time faculty hiring. Sellick/Parker (3 ayes).
- BP/AP3510-Workplace Safety and Prevention of Violence & Disruption: will be worked on by a District Safety Task Force led by Dr. Isaac. All three college senate presidents will serve on this taskforce to provide faculty input.
- AP4070-Course Auditing and Auditing Fees: already discussed at Norco Academic Senate to expand auditing opportunities. Still needs to be discussed at the other two senates before forwarding a recommendation.

- Educational Assistants Selection: no new applications were submitted for approval for Winter and Spring 2016 Educational Assistants.

- **New Business:**

- Faculty membership of DSPC: will be discussed by Mark Sellick and Melissa Bader to ensure proper faculty representation at DSPC.
- In-class Student Code of Conduct: approved by both Moreno Valley Academic Senate and Norco Academic Senate. Will wait for consensus and vote on approving in the spring.
- Presentation by Barnes and Noble: Moved to E. on agenda.
- Task the District Curriculum Committee to create a workgroup to consolidate and streamline curriculum processes, and assess the need for a curriculum specialist at each college: postponed until the spring when Dr Sylvia Thomas is present to discuss.
- Creation of Common Assessment work-group: postponed until the spring when Dr. Sylvia Thomas is present to discuss.
- Question to re-convene the District Standards committee to discuss: postponed until the spring when Dr. Sylvia Thomas is present to discuss.
 - Creation of policy regarding use of upper division units towards degree completion.
 - Calculation of GPAs from external transcripts that use + and – grades.
 - Credit for extra institutional learning: brought forward by Rex Beck who presented the

policy approved by Norco Academic Senate as well as a list of California members of the ACE Credit College and University Network. Will be discussed in the Curriculum Committee.

- **College and Liaison Reports:**

- Moreno Valley College:

- Norco College:

- Riverside City College:

- RCCDFA/CCA/CTA/NEA: No report.

- District Administration: No report.

- **Open Hearing**

- **Adjournment:** Meeting adjourned at 2:00 p.m.

Riverside Community College District Academic Senate

Agenda for Monday, October 26, 2015

District Offices, Spruce St., D-343: 3-5 pm

**District Senate meetings for 2015-2016 (last Monday of the month): 11/30/15; 2/29/16; 3/28/16;
4/25/16; 5/25/16 (Wed. due to Memorial Day)**

Persons requiring a disability-related accommodation to participate in the District Senate meeting, including materials in alternate formats, may request such service from the Director of Diversity, Equity, & Compliance at 951 222-8039.

2:00-3:00 pm: Senate Presidents meet with Chancellor

- I.** Call to Order
- II.** Approval of the Agenda
- III.** Approval of the Minutes, Sept. 28, 2015

- IV.** Chancellor's Report

- V.** Committee and Liaison Reports
 - A.** Associate Faculty
 - B.** Curriculum (Brian Johnson)
 - C.** District Program Review
 - D.** PG&SL

- VI.** Ongoing Business
 - A.** AP7120c-Faculty Hiring & Recruitment
 - B.** BP/AP3510-Workplace Safety and Prevention of Violence & Disruption
 - C.** AP4070-Course Auditing and Auditing Fees
 - D.** Discussion regarding Emeriti privileges

- VII.** College and Liaison Reports
 - A.** Moreno Valley College
 - B.** Norco College
 - C.** Riverside City College
 - D.** RCCDFA/CCA/CTA/NEA
 - E.** District Administration

- VIII.** Open Hearing
- IX.** Adjournment

Riverside Community College District Academic Senate

Minutes for Monday, October 26, 2015

3-5pm

RCCD, DO-343

Call to Order: by Peggy Campo at 3:00p.m.

Approval of the Agenda: Peggy moved to approve agenda. Mark seconded All were in favor.

III. Approval of the Minutes: Mark moved to approve the minutes of September 28, 2015 as amended. LaTonya seconded all were in favor. In addition, Mark will be making content and grammar changes that were approved by Moreno Valley on April 6th. Mark will then send the finished document to LaTonya and Peggy to bring before their respective Senates for consideration. It was noted the iteration of that particular procedure proposed changes that were fair compromise accommodating Norco's requests. Peggy agreed to the proposed changes.

IV. Chancellor's Report: The RCCD is continuing to participate in the Department of Education's discussion group called "The Community of Practice" involving Hispanic-Serving Institution; The DOE has selected three individual Districts to lead the initiative: El Paso, Miami-Dade and Riverside. Due to time differences it has been difficult to meet, but group just finished second webinar on "best practices." In November, we will be part of a national conversation on "best practices." Also, our colleges are organizing for the accreditation visits. It has been a challenge getting specifics about the visit. Riverside's chair is fairly demanding and on top of things; she knows who they want to meet with and when they would like to meet. Moreno Valley is not receiving any information. LaTonya noted that Dr. Steinback would like to find out who the chair would like to see. Norco is in second place in terms of the team responding to the college. There will not be four teams, as the District will meet with the RCC team after the Riverside visit. Dr. Burke, Aaron Brown and Virginia Blumenthal will meet regarding the OPEB liability, which was their second recommendation and they will have approved the irrevocable trust document at the board meeting before the visit. Dr. Burke has asked Dariush and Gustavo to appoint a volunteer to serve on the Trust Advisory Group that will make recommendations on how the trust money is allocated. Aaron will be a non-voting member. They will also meet with IT individuals from each college as well as district about the IT Plan recommendation.

V. Committee and Liaison Reports

Associate Faculty: What is the purpose of this group? What/where group should be? What are they going to discuss/address? It was suggested that it be taken back to Senates and ask what they want the District Senate to do with this committee, what is the charge, who are the participants, how often should they meet ect. LaTonya and Peggy will also take this back to their shared governance groups. Dariush suggest sending it out to all part-time faculty to find out who wants to be involved and participate on the associate faculty committee.

Curriculum: (Brian Johnson) Norco curriculum committee will be voting October 27th on giving credit for "extra-institutional learning." Rex Beck was involved in the CTA courses at Norco College; he had many students that have extensive knowledge through, usually, military training (e.g. welding, mechanics). They do need to take two tests to receive the credit. Brian states if Riverside or Moreno Valley are interested in adopting this, they are aware, as it was mentioned at the District Curriculum Committee. Currently MAT35 Intermediate Algebra is a requirement for an AA degree. Discussions are happening about developing another course (Riverside has MAT 37). Coming along is possibly having MAT 53 becoming another option for the AA math requirement. Norco Math discipline has approved, Riverside has approved, Moreno Valley is still debating. Discussion on waiving the

additional degree requirements, which are health and kinesiology, are happening.

District Program Review: Alexis Gray is the chair for district; they have not met yet. No report.

PG&SL: Cyn-D Gobatie – They meet the first week which of every month. First, the item deadline is coming up for the applications for full professorship, title change with no money involved. Deadline is October 31st. Meeting in December is when they will make the recommendations about the professor applications. Second, No sabbatical leave is occurring at this time. Third, notification has been sent out in regards to faculty enrolling in professional programs, graduate degrees, certificates, etc. before they have been approved by PG&SL. Sometimes there are delays for approvals which causes an issue because the faculty may have already enrolled in a course and paid fees. A recommendation has been sent out regarding this issue. Kathleen Saxon was the co-chair last year but will no longer be able to serve. PG&SL is working on replacing her as chair. If sabbatical leave it going to be approved a decision must be made by February 2016 to meet applicable deadlines.

VI. Ongoing Business

AP7120c: Faculty Hiring & Recruitment: LaTonya made a motion to continue discussion, Peggy/Norco wanted changes. It was recommend to have a minimum of 3 SMEs with one that will be from outside of the hiring college. Mark will update the content on the second paragraph of “A” and send out a modification of the document within 48 hours. It will say “all committees shall have as a minimum of 3 subject matter experts (SMEs) with one coming from another college within the district.” Peggy requested Mark to change anywhere on the document that states “affected” change to the “hiring” college’s faculty.

BP/AP3510: Workplace Safety and Prevention of Violence & Disruption Policy: was modified by Ruth Adams. We need 2 separate policies. Administrative Procedure would come from Terri Hampton. Dariush suggested forming a sub-committee. Peggy will send out again.

AP4070: Course Auditing and Audition Fees: All 3 colleges have approved to broader the language. Mark will work on this (practice). Mark will get back with recommendations. LaTonya will give feedback. It will need to be brought to CTA first to make sure the procedure is being completed correctly.

Discussion regarding Emeriti Privileges: Dr. Burke has information and will bring back next month.

VII. College and Liaison Reports

Moreno Valley College: LaTonya states safety has been a concern, but doesn’t want to go into the details. They have received one application for the Educational Assistant Program. They have chosen for their Five to Thrive presentation: Associate Faculty Michael Colucci.

Riverside City College: Mark states they have had their first By-Laws amendments. A special meeting for November 9th is planned to approve their SSSP student equity plan.

Norco College: Peggy states they are concerned about the Accreditation Visit. They have approved their SSSP Plan and Equity Plan. Jan Muto has applied for Distinguished Faculty.

RCCDFA/CCA/CTA/NEA: No report.

District Administration:

VIII. Open Hearing

IX. Adjournment

A. Adjourned at 5:15pm

Respectably Submitted,

Bianca Vidales

Riverside Community College District Academic Senate

Agenda for Monday, September 28, 2015

District Offices, Spruce St., D-343: 3-5 pm

District Senate meetings for 2015-2016 (last Monday of the month): 9/28/15; 10/26/15; 11/30/15; 2/29/16; 3/28/16; 4/25/16; 5/25/16 (Wed. due to Memorial Day)

Persons requiring a disability-related accommodation to participate in the District Senate meeting, including materials in alternate formats, may request such service from the Director of Diversity, Equity, & Compliance at 951 222-8039.

- I.** Call to Order
- II.** Approval of the Agenda
- III.** Approval of the Minutes, May 26, 2015
- IV.** Chancellor's Report
- V.** Committee and Liaison Reports
 - A.** District Academic Standards (Sylvia Thomas)
 - 1.** Seeking a charge from the Senate
 - B.** District Program Review
 - C.** Curriculum (Brian Johnson)
 - 1.** Discussion of additional degree requirements for new GE pathways
 - D.** PG&SL
 - E.** Associate Faculty
- VI.** New Business
 - A.** Presentation by Barnes and Noble (Tuyet Su, and Denise Nakakihara)
 - B.** Discussion regarding Emeriti privileges
- VII.** Ongoing Business
 - A.** Educational Assistants-new deadline for 4 available positions
 - B.** AP7120c-Faculty Hiring & Recruitment-present latest version
 - C.** BP/AP3510-Workplace Safety and Prevention of Violence & Disruption-present latest version
 - D.** AP4070-Course Auditing and Auditing Fees-re-submit for consideration of modifications
- VIII.** College and Liaison Reports
 - A.** Moreno Valley College
 - B.** Norco College
 - C.** Riverside City College
 - D.** RCCDFA/CCA/CTA/NEA
 - E.** District Administration
- IX.** Open Hearing
- X.** Adjournment

Riverside Community College District Academic Senate

Minutes for Monday, September 28, 2015

3-5pm

RCCD, DO-343

- I. Call to Order by Peggy Campos at 3:05p.m.
- II. Approval of the Agenda: Mark moves to approve agenda with the modification of eliminating VI. A LaTonya 2nd all voted in favor.
- III. Approval of the Minutes: Minutes from May 26, Mark moves that Lee Nelson be his designee to address the issue of Minutes on May 26th, LaTonya 2nd, all vote in favor. Lee moves/Peggy 2nd, 2 Yea, 1 abstention LaTonya.
- IV. Chancellor's Report: Dr. Burke introduced Bianca Vidales she will be taking minutes, after minutes compiled will send to Secretary LaTonya in which she will review before sending to members. Peggy Campos will make sure minutes are posted. Dr. Burke announces Terri Hampton as our Vice Chancellor of Human Resources and Employee Relations.

V. Committee and Liaison Reports

District Academic Standards: Seeking a charge from the Senate – there have been difficulties getting the group together on the third Wednesdays of the month, currently the group does not have complete representation from RCC and NC. Sylvia provided examples of the type of work/issues Standards has addressed in the past (grading standards, attendance policy, review and revision of APs such as Program Discontinuance and Viability), but the “charge” has typically come from the District Senate. Recommendations from Standards are sent to the District Senate for further action. After some discussion, it was decided that Standards would function as an Ad Hoc group, brought together when there is an issue/topic for it to address.

District Program Review – Peggy asked if District Program Review still meets. Sylvia indicated that the group meets once a month, as needed. Current composition includes Carolyn Quin, Alexis Gray and Rita Chenoweth. The group reviews Comprehensive Program Reviews (CIPRs) that have been approved and forwarded from college disciplines and programs.

Curriculum – There was some discussion about the additional degree requirements that are part of RCCD degrees and the two newly-approved degree pathways that include completion of either the CSU pattern or IGETC in lieu of the “RCCD general education pattern.” Brian Johnson, District Curriculum Chair mentioned that ADTs do not include the RCCD additional degree requirements of health and self-development. At the Norco curriculum meeting Sarah Burnett asked how she might be informed about any changes to course SLOs that occur during the year as this is needed for assessment purposes. Sylvia indicated that Naomi Foley prepares a list each year of the courses that have had SLO changes and distributes this to the college assessment coordinators. This is a time-consuming manual operation as currently there is no report that can provide the exact information requested. CurricuNET and TracDat are not inter-relational databases so data does not move from one to the other automatically. Peggy would like the group to take back to their Senates the issue of removing the additional degree requirements from the RCCD degree pathways. Brian suggested that this might be an issue that would the Senates would “charge” to the college curriculum committees for discussion and recommendations.

PG&SL – Sylvia reported that the deadline for professor applications is October 31. The notice has been sent out, but a reminder will go out mid-October. A discussion occurred about decentralizing PG&SL and making this a college function. Mark mentioned that a reason for this is based on the fact that PG&SL makes decisions which have budgetary implications for the colleges (reclassification, sabbaticals and the like). Sylvia offered that one value of a district group with representation from the three colleges is consistency. She mentioned a few examples in which this was critically important because of the collective research the group did into proposed

professional growth plans. Further, topics, issues and in the case of professor applications, the group considers each application individually and on the criteria in the Administrative Procedure before forwarding it on to the college presidents who make the recommendation to the Chancellor.

Associate Faculty – No report. Representative for Riverside is Mark Carpenter, LaTonya or Peggy does not have one at this time. LaTonya will let Peggy know when she does have one.

VI. New Business

Presentation by Barnes and Noble(Tuyet Su, and Denise Nakakihara) – Postponed until October

Discussed Emeriti privileges – Sharon Crasnow would like to know if Emeriti can keep maintaining their websites, emails, parking permits, library privileges, etc. A brief discussion took place on the number of Emeriti and retiree parking permits. Peggy will come up with a small blurb and the group could discuss this. She would like to extend to Emeriti the privilege of keeping their website and email. The Foundation distributes parking permits per Board Policy 6750. Sylvia suggests to look at the AP on retiree benefits.

VII. Ongoing Business

Educational Assistants-new deadlines for the four (4) available positions –for winter 2016 and spring 2016. Sylvia commented that the information listed on possible duties/responsibilities for the Ed Assistants was changed to remove duties which are clearly classified bargaining work. Peggy recalled this and will look for the more recent version of the information. Travis may have it. Deadline is immediately before the last Senate meeting for the Fall.

AP7120c- Faculty Hiring & Recruitment-presented latest version- Content and grammar changes need to be made. This will be discussed further. Mark will be making content and grammar changes to the document that were approved by the MVAS on April 6, 2015. Mark will then send the finished documents to the other senate presidents to bring before their respective senates for consideration. Peggy personally agreed that the proposed changes were a fair compromise accommodating Norco's requests.

BP/AP3510-Workplace Safety and Prevention of Violence & Disruption-presented latest version – Word on page 3 should be changed should input/ shall take out. Take back to College Senate to discuss. Wait until CTA Discusses. Put on hold.

AP4070-Course Auditing and Audition Fees-re-submit for consideration of modifications - By Ruth Adams Some of the questions raised were: Where does the \$15.00 per unit fees go to the colleges or District? Who will reword the Audit since Ruth Adams has retired? Bring back to committee get feedback from Faculty. Give information to Sylvia Thomas.

VIII. College and Liaison Reports

Moreno Valley College: LaTonya reported they have had two Senate meetings. One on September 14 and another on September 21. Discussions were on SSSP and the 2015-16 documents, The Institutional Effectiveness Partnership Initiative Standards and the updates have been brought forward as well as the Program Learning Outcomes and what the college needs to do to meet the ACCJC requirements and for them to be completed by October 31st, There were also updates on the proposed budget, Board Policies that were approved at the last Board of Trustees meeting, and information Sylvia provided on September 13th regarding the current numbers on full-time faculty on Moreno Valley.

Riverside City College: Mark Sellick said their first meeting was September 14th. They discussed bringing into alignment the committee structure in the Senate with council structure that they have for academic planning.

Mark is rewriting the bylaws. He will keep everyone updated. Issues with Barnes and Noble. Mark's Senators are in the process of compiling their concerns and then they will send it to Barnes and Noble and have the bookstore representatives come out talk to the group. Sylvia suggested the list of concerns be provided to the book store representatives in advance of the coming to the Senate. Mark agreed.

Norco College: Peggy stated they have had one meeting on September 21, in addition to a retreat that took place on September 18. One of the issues they discussed was the lack of communication between sub-committees of the Senate and the college Senate membership. Reviewing bylaws. Important for Senate presidents to attend the plenary events in the fall at the Irvine Marriot, November 5-7. Watch for SSSP plans passing through Senate for approval. CTA is cautious about the 10% increase in the reserve; this is really a Senate 10+1 item in budget. Peggy would like the Senate to also be cautious on the 10% reserve.

RCCDFA/CCA/CTA/NEA: No report.

District Administration: Sylvia mentioned both District Strategic Planning and District Enrollment Management. Both groups are actively meeting. Dr. Burke is chairing.

IX. Open Hearing

A.

X. Adjournment

A. Adjourned at 4:55pm

Respectably Submitted,

Bianca Vidales

Riverside Community College District Academic Senate

Agenda for Tuesday, May 26, 2015 (**NOTE NEW DAY**)

District Offices, Spruce Street, D-343 (note new meeting room): 4:30pm – (**NOTE NEW TIME**)

District Senate meetings for 2014-2015: Mon. 9/29/14; Mon. 10/27/14; Mon. 11/24/14; Mon. 2/23/15; Mon. 3/30/15;
Mon. 4/27/15; TUES. (due to Memorial Day) 5/26/15

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Click on highlighted items to download information (click cancel if asked for a password). Links will not be maintained and may not work for archived agendas.

[State Senate information](#)

[State Academic Senate Papers](#)

[District Senate Constitution](#)

- I. Call to Order
- II. Approval of the Agenda
- III. Approval of the Minutes, April 27, 2015
- IV. **Chancellor's Report**
- V. **Committee and Liaison Reports**
 - A. District Academic Standards (DAS): Sylvia Thomas
 - B. District Program Review
 - C. Curriculum: Brian Johnson
 - 1) IGETC and CSUGE as additional options for GE requirements;
 - 2) Placement exam changes for math
 - D. PG&SL: Tammy Kearn
 - E. Associate Faculty
- VI. **New Business**
 - A. Emeritus/emerita rank
- VII. **Ongoing Business**
 - A. [Educational Assistants](#): Editing to properly identify duties—rolled to the fall
 - B. [AP 7120c: Faculty Hiring & Recruitment](#): A proposed revision to the approved AP RCC Senate passed, but without grammar changes, NC wishes to wait, MVC is considering—is 3 SMEs instead of 4 less onerous?
 - C. [AP 5011: Admission & Concurrent Enrollment of High School and other eligible minor students](#): MVC passed; NC and RCC reviewed on 5/4/15
 - D. [AP/BP 3510](#): Workplace Safety and Prevention of Violence & Disruption: NC Senate made suggestions, MVC had a question about one of those changes
 - E. [AP 4070: Course Auditing and Auditing Fees](#): MVC passed, NC & RCC
- VIII. **College and Liaison Reports**
 - A. Moreno Valley College
 - B. Norco College
 - C. Riverside City College
 - D. RCCDFA/CCA/CTA/NEA: Senate and FA consultation about improvement of instruction
 - E. District Administration
- IX. **Open Hearing**
- X. **Adjournment**

Riverside Community College District Academic Senate

Minutes for Tuesday, May 26 2015

4:30-5pm

RCCD, D-343

- I. Call to Order by Travis Gibbs at 4:35p.m.
- II. Approval of the Agenda: M/S/P (Nelson/Campo) all voted in favor.
- III. Approval of the Minutes: Minutes from April 27, 2015 M/S/P (Camps/Nelson) Vote Gibbs, Campo, and Nelson, Yea, all voting to approve with changes.

- IV. Chancellor's Report: Dr. M. Burke reported that he is reviewing the goals for next year with the BOT. He is concerned of the loss of full-time faculty and he feels we are probably less than the 50% rule at present. He is going to request for another 12 new positions on top of the 8 new faculty already approved. Dr Burke announced he will be attending the BOT special meeting later that evening and that he will propose for an increase to 60% full-time faculty over the next 5 years.

V Unfinished Business

Educational Assistants: Peggy Campo asked about how to fill the four positions in the FA15. The awards are to be still part of the 15-16 budget year.

AP 7120c: Faculty Hiring & Recruitment: MVC is considering changes, RCC has passed the policy. This policy will be brought back in the FA15 and be looked at how the current policy worked and to determine if any other changes will be needed.

BP & AP 5011: Admission & Concurrent Enrollment of High School and other eligible minor students: No action was taken by RCC; MVC and NC have passed. Motion to approve (Campo/Gibbs) M/S/P Gibbs and Campo yea, no nay and Nelson abstain.

BP & AP 3510: Workplace violence and safety: RCC and MVC have approved the policy and NC has proposed some wording changes to the document. IIIA. "shall" immediately report be changed to "should" immediately report. Also IIA NC wanted to include more locations the policy covered. Discussion ensued about these and other possible changes. Motion to table the policy pending further legal review and input, M/S/P (Nelson/Campo) all three voted yea for the motion.

AP 4070: Course Auditing and Auditing Fee: MVC Passed the policy as it is currently, RCC recommended changes to the policy, and NC discussed possibly making changes to this restrictive auditing policy, they discussed modifying IIB to make it less restrictive to allowing an audit of a course. Motion to table this policy for review in FA15, (Nelson/Campo) M/S/P all voted yea for the motion.

VI. New Business

- A. Emeritus/Emerita Rank: Motion was made to approve the Emeritus and Emerita that are brought to the BOT from the local colleges by HR for faculty who are now submitting documents to retire, M/S/P (Campo/Nelson), all voted to approve the motion.

VII. Committee and Liaison Reports

District Academic Standards (DAS): No report.

District Program Review: Caroline Quinn emailed the committee's report. See attachment A.

Curriculum: Brian Johnson IGTSC and CSU GE requirements and BAs degree waiver of GE requirements have approved for GE requirements by all three colleges, motion made to approve at this at the district level (Campo/Nelson) M/S/P, all voting yea on the motion. Motion to approve the Motion from the RCCD discipline,

see attachment B, M/S/P (Campo/Nelson) and to send to the local Senates as an information item, all voting to approve.

PG&SL: Tammy Kearn reported that the committee had questions about Sabbatical Leaves beginning again and where is the budget coming from. Currently this is a district committee and in the past only a limited number of awards were given.

Associate Faculty: No report.

VII. College and Liaison Reports

Moreno Valley College: Travis Gibbs said they were finishing up work on their follow-up accreditation report. He acknowledged he is finishing his service in leadership and he thanked all who worked with him.

Norco College: They are finishing up business and approved their follow-up accreditation report.

Riverside City College: Reported about the Strategic Planning Retreat that was held last Friday and Lee Nelson said this is his last DAS meeting and thanked everyone for working with him.

RCCDFA/CCA/CTA/NEA: no report.

District Administration: No report.

VIII. Open Hearing

- A. Motion to make DAS meetings to be the last Mondays of the month at 3 pm at the District Office (D343) Sept thru Nov and Feb thru April, with the last May meeting on Wednesday of the month due to Memorial Day, M/S/P (Gibbs/Campo) all voting to approve the motion.

IX. Adjournment

- A. Adjourned at 7:00 pm

Respectably Submitted,

Lee Nelson

Riverside Community College District Academic Senate

Agenda for Monday, April 27, 2015

District Offices, Spruce Street, D-343 (note new meeting room): 3:00- pm

District Senate meetings for 2014-2015: Mon. 9/29/14; Mon. 10/27/14; Mon. 11/24/14; Mon. 2/23/15; Mon. 3/30/15;
Mon. 4/27/15; WED. (due to Memorial Day) 5/27/15

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[State Senate information](#)

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- I. Call to Order
- II. Approval of the Agenda
- III. Approval of the Minutes, November 23, 2015; March 30, 2015
- IV. Chancellor's Report
- V. Committee and Liaison Reports
 - A. District Academic Standards (DAS): Sylvia Thomas
 - B. District Program Review
 - C. Curriculum: Brian Johnson
 - * baccalaureate exemption
 - IGETC and CSUGE as additional options for GE requirements
 - D. PG&SL: Tammy Kearn
 - E. Associate Faculty
- VI. New Business
 - A. Emeritus/Emerita Rank: Approval
 - B. District Academic Standards: Reviewing the charge of the committee
 - C. Institutional Effectiveness Partnership Initiative Advisory Committee's Framework of Indicators:
<http://www.mtsac.edu/president/cabinet-notes/IE%20Framework%20of%20Indicators.pdf>
 - D. [AP 4070: Course Auditing and Auditing Fees](#)
- VII. Ongoing Business
 - A. [AP 7120c: Faculty Hiring & Recruitment](#): A proposed revision to the approved AP
 - B. [AP 5011: Admission & Concurrent Enrollment of High School and other eligible minor students](#): Questions arose about Priority registration & middle-college students (Information only as this item is still pending).
 - C. [BP & AP 3510](#): Workplace violence and safety
 - D. [BP 5500](#): Standards of Student Conduct
 - E. [Educational Assistants](#): Approvals
- VIII. College and Liaison Reports
 - A. Moreno Valley College
 - B. Norco College
 - C. Riverside City College
 - D. RCCDFA/CCA/CTA/NEA: Senate and FA consultation about improvement of instruction
 - E. District Administration
- IX. Open Hearing
- X. Adjournment

*STUDENTS WITH BACCALAUREATE DEGREES
Those students who have been awarded a bachelor's degree from a regionally accredited college or university in the United States will be exempt from the RCCD general education requirements, and the additional degree requirements of Health Education and Self Development should they pursue an associate of arts or science degree at one of the colleges.
Please see a counselor if additional information or clarification is desired.

Riverside Community College District Academic Senate

Minutes for Monday, April 27, 2015

3-5pm

RCCD, D-343

- I. Call to Order by Travis Gibbs at 3:00 p.m.
- II. Approval of the Agenda: M/S/P (Nelson/Campo) all voted in favor.
- III. Approval of the Minutes: Minutes from November 24, 2015 M/S/P (Nelson/Gibbs) Vote Gibbs and Nelson, Yea and Campo, abstain, and March 30, 2015 M/S/P (Nelson/Campo) all voting to approve with changes.
- IV. Chancellor's Report: No report by Michael Reiner.

V Unfinished Business

AP 7120c: Faculty Hiring & Recruitment: The new proposed grammar changes to the policy were discussed by DAS. MVC has passed the changes, RCC has not discussed the changes, and NC will not review any changes until they see how the present policy is working.

BP & AP 5011: Admission & Concurrent Enrollment of High School and other eligible minor students: NC and RCC will be reviewing this policy on 5/4/15. MVC had questions and objections about this policy and they want the Senates to review this policy and how this policy relates to Middle College. Peggy Campo discussed that the Middle College has a different agreement between the minor child students and the college i.e. student's parents need to approve the student will see adult content while taking the course/class. Motion to send AP 5011 with new State Chancellor's recommendations to be reviewed by legal counsel concerning dual enrollment to verify the policy conforms with the State, M/S/P (Gibbs/Campo), all voted to approve the motion.

BP & AP 3510: Workplace violence and safety: Moving item to IV M/S/P (Gibbs/Campo). All voted to approve. Peggy Campo noted that Norco has problems with the AP3510 i.e. with the title, She noted that Workplace Violence and Safety in the title should be left in the title. The title will eliminate the strike out and read Workplace Violence and Safety; Prevention of Violence and Disruption. C.2. change the end of the sentence to induce distress. Their last concern was the BP3510 stated that the faculty member must report bullying. Discussion ensued and Ruth Adams gave her opinion that the intent of the BP was that the incident should be investigated and no retaliation for such reporting should take place. Also III. A. the following to be reworded to say "... shall immediately report the incident to any of the following..." Both MVC and RCC approved these policies and NC did not approve pending suggested minor word changes. NC will present the wording changes to their Senate for further consideration.

BP 5500: Standards of Student Conduct: All three Senates approved this policy. M/S/P (Campo/Nelson) all three voted to approve.

Educational Assistants: NC had 4 applications, RCC had 5 applications and MVC has 2 applications, for a total of 11 applications. All applications were reviewed and approved. The remaining 4 grants will be offered by the DAS in the Fall 2015. Motion to approve the applications to receive the Educational Assistant grants, M/S/P (Nelson/Campo), all voted to approve.

VI. New Business

- A. Emeritus/Emerita Rank: Arend Flick and Sharon Crasnow have indicated they are going to retire this semester and motion to approved all faculty who were approved by the Board at their last meeting and Arend Flick and Sharon Crasnow for emeriti M/S/P (Gibbs/Campo) motion approved by all three members.
- B. DAS: Reviewing the Charge of the Committee: The DAS reviewed their charge. Members discussed the importance of having this committee to deal with academic matters that present in the district. They meet on every other Wednesday in the afternoon. It was suggested to send
- C. Institutional Effectiveness Partnership Initiative Advisory Committee's Framework of

Indicators: Motion to approve IEPI framework pending RCC passage, M/S/P (Gibbs/Nelson) all voted for approval. Dr. Micheal Rehiner gave the DAS the information about the IEPI framework. Each college sent representatives of multiple to State Chancellor's IEPI workshop last month.

- D. AP 4070: Course Auditing and Auditing Fees: This is still current policy and instructors can have students audit a course per limitations of this policy. No changes are being proposed to this policy. Dr. Sylvia Thomas discussed the importance of this policy. Dr. Thomas wants the Senates to discuss any changes to this policy.
- E. Minute taking during the DAS: Travis Gibbs said we should request for staff help for minute taking during the DAS meetings.

VII. Committee and Liaison Reports

District Academic Standards (DAS): No report.

District Program Review: Sylvia Thomas said that they are meeting and RCC is looking at annual comprehensive program review.

Curriculum: Bryan Johnson reported all three Senates approved the IGETSIE and CSU GE for GE at RCC. M/S/P (Gibbs/Campo) to approved IGETIS, CSU for G.E. at RCC, all voted for the approval of the motion. M/S/P (Gibbs/Nelson) to approve Students with BA Degrees to be added for GE requirements pending RCC approval, all voted for the motion. RCC will place this on the next agenda on May 4, 2015. Brian Johnson said that there are 34 TMCs approved at the State level. Two are also being developed at the State level Diversity Studies and Global Studies (Social Justice Studies) for 2016. All curriculum committees should be reviewing CID processes i.e. as related to SLOs, assessments, and prerequisites. The State is also looking at Nursing and Engineering as well for transfer degrees.

PG&SL: The Board approved the academic rank and emeriti at the last board meeting.

Associate Faculty: No report.

VII. College and Liaison Reports

Moreno Valley College: Travis Gibbs said they have three more meeting left at MVC. They are holding elections for the officers again. He also discussed he is going to discuss with the Chancellor to have greater reassign time and to have staff support the DAS.

Norco College: Discussing APs and BPs, had a report from B&N about book affordability, Discussed BA degrees.

Riverside City College: Lee Nelson dicussed that RCC is looking at and working revising the strategic planning process, committee structure and program review comprehensive report.

RCCDFA/CCA/CTA/NEA: no report.

District Administration: No report.

VIII. Open Hearing

- A. None

IX. Adjournment

- A. Adjourned at 5:42pm

Respectably Submitted,

Lee Nelson

Riverside Community College District Academic Senate

Agenda for Monday, March 30, 2015

D-343 (note new meeting room): 3:00-5:00 pm

Spruce Street

District Senate meetings for 2014-2015: Mon. 9/29/14; Mon. 10/27/14; Mon. 11/24/14; Mon. 2/23/15; Mon. 3/30/15;
Mon. 4/27/15; WED. (due to Memorial Day) 5/27/15

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- I. Call to Order
- II. Approval of the Agenda
- III. Approval of the Minutes, November 24, 2014; February 23, 2015
- IV. **Chancellor's Report**
- V. **Committee and Liaison Reports**
 - A. District Academic Standards (DAS): Sylvia Thomas
 - B. District Program Review
 - C. Curriculum: Brian Johnson
 - D. PG&SL: maintaining 5-unit value for publications as it is currently written in [AP 7160](#) A.3: Tammy Kearn
 - E. Associate Faculty
- VI. **New Business**
 - A. Distinguished Professor rank: vote. Additional academic rank information
 - B. [AP 4070: Course Auditing and Auditing Fees](#)
 - C. [AP 7120c: Faculty Recruitment and Hiring](#): Minor change (line out, pg. 3, 2a) and other emergent issues.
 - D. [Educational Assistants](#): Decision timeline
- VII. **Ongoing Business**
 - A. [AP 5011: Admission & Concurrent Enrollment of High School and other eligible minor students](#): Questions arose about Priority registration & middle-college students (Information only as this item is still pending).
 - B. [BP & AP 3510](#): Workplace violence and safety
 - C. [BP 5500](#): Standards of Student Conduct
 - D. BAM, DBAC and college budgets
- VIII. **College and Liaison Reports**
 - A. Moreno Valley College
 - B. Norco College
 - C. Riverside City College
 - D. RCCDFA/CCA/CTA/NEA: Senate and FA consultation about improvement of instruction
 - E. District Administration
- IX. **Open Hearing**
- X. **Adjournment**

Riverside Community College District Academic Senate

Minutes for Friday, March 30, 2015

3:00-5:00pm

Riverside City College, AD109

- I. Call to Order: Travis Gibbs called us to order at 3:00 p.m.
- II. Approval of the Agenda: Campo/M; Nelson/S. Approved
- III. Approval of the Minutes, February 23, 2015 M/Campo, S/Nelson, minutes approved with changes, Gibbs, yea; Campo, yea; and Nelson, Abstain.
- IV. Chancellor's Report: Dr. Burke indicated he just came back from business for RCCD from Washington D.C.

V. Unfinished Business

BP and Ap 3510 will be forwarded local Senate agendas for their next meetings.

Educational Assistants: Discussion of the timeline and the last meeting in April a decision will be made who receives the awards. The deadline will be April 25, 2015 for the applications.

AP 5011 Deferred and still pending as we do not have any additional information on this policy.

BP 5500: Standards of Student Conduct--Needs to be placed on the next local Senate agendas for approval due to major changes.

DBAM and enrollment management are currently being discussed in committee.

VI. New Business

A. Distinguished Professor Rank: Ron Pardee voted yes; Travis Gibbs, Yes, P. Campo Motioned to accept by acclamation to grand Distinguished Professor rank to Dr. Sharon Crasnow, Nelson/S passed 3-0 vote. Dr. Burke approved the appointment as well.

B. AP 4070 Course Auditing and Auditing Fees to be sent to the local Senates for approval. There are no changes and Sylvia Thomas wants us to consider this policy in order for faculty to allow students to audit course where they have openings.

C. AP 7120c Faculty Recruitment and Hiring: Travis Gibbs motioned that we are not going backwards and not going to use the old policy Campo/M, Nelson/S, motion passed 3-0. not to go back to old policy. Discussion ensued about making these committees confidential per title 5. The suggestion was made to include the exact title 5 reference in the policy. Discussion ensued about how to handle the SME from each college and a new language revision as submitted by Mark Selleck for this policy would give each college a majority vote for hire and still allow for the maximum number of SMEs on the hiring committee. Motion to approve the line outs of 2a where the committee is approved by the Senate President. M/Gibbs, S/Nelson approved by 2-1 vote (Gibbs and Campo, yea; Nelson, nea). The Senates will consider the changes to the 3 SME changes at their next meetings.

E. RCCDFA report: Both Dariush Haight and Mark Selleck were present to report to the DAS. Travis Gibbs asked Mark Selleck how are the Associate Faculty being paid for SLO assessments. Discussion tabled. Dariush spoke to the DAS about work place violence and T. Gibbs said that the revisions of Policy AP and BP 3510 will be before the Senates next week.

VII. Committee and Liaison Reports

District Academic Standards (DAS): Sylvia Thomas said that the committee has not meet and has no report at present.

District Program Review: Caroline Quinn said that program review is changing at all of the colleges. There are currently only three members for the DPR and they have changed the review cycles. Riverside is doing the comprehensive program reviews in 2016 for all programs. All three colleges are using the language to accept a

comprehensive document at the district level. The District Senate agrees with the use of the terminology that the district "accepts" the comprehensive document.

Curriculum: Brain Johnson reported that MV and NC approved using IGETSE as a basis for general education template/pattern. This needs to be approved by the Senates. Motion to approve using IGETSE and CSU as a basis for general education pattern pending the approval of RCC and NC Senates; Gibbs/M, Nelson/S, motion carried 3-0 vote. General Education work group is currently being formed. Haley Ashby is going to convene the meeting and the committee will select a chair.

PG&SL: Maintaining 5 unit value for publications as it is currently written in AP 7160 per Tammy Kern. As there is no change; no vote is necessary to approve the policy.

Associate Faculty: no attendees.

VIII. College and Liaison Reports

Moreno Valley College: Travis Gibbs will be attending the Spring Plenary.

Norco College: Peggy Campo will be attending Plenary 2015 for Spring.

Riverside City College: Mary Legner will represent RCC at Plenary.

RCCDFA/CCA/CTA/NEA Motion to agenda item to VI. E Campo/M, Nelson/S, motion carried 3-0 vote.

District Administration--No report

IX. Open Hearing

X. Adjournment: 6:00 P.M.

Riverside Community College District Academic Senate

Agenda for Monday, February 23, 2015
D-343 (note new meeting room): 3:00-5:00 pm
Spruce Street

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- I. Call to Order
- II. Approval of the Agenda
- III. Approval of the Minutes, November 24, 2014

- IV. Chancellor's Report
- V. Adult Education—AB 86: Paul Parnell

- VI. Committee and Liaison Reports
 - A. District Academic Standards (DAS): Sylvia Thomas
 - 1) [C-ID status of courses in ADT degrees](#) [C-ID progress report](#)
 - 2) Reinitiating the Gen Ed workgroup
 - 3) Authorization codes activation dates
 - 4) [AP 7120c: Full-time Faculty Recruitment and Hiring](#). Clarifying some issues
TITLE 5 § 53203
(F) Appointment of faculty members to college committees shall be made by the Academic Senate - requires consultation with CEO or designee.
(Clarifying note included in another area: This does not include Faculty Association committees and the FA may ask to be included on other faculty committees besides their own.)
 - B. District Program Review
 - C. Curriculum: Brian Johnson
 - D. PG&SL: Tammy Kearn

 - E. Associate Faculty

- VII. New Business
 - A. Role of District Budget Advisory Council (DBAC), District Strategic Planning Council (DSPC), District Academic Senate, and other participatory committees in planning and budget processes: working concurrently vs. *just* sequentially?
 - B. Faculty hiring: restoring and enlarging full-time faculty
 - C. Equivalency: Establishing pre-populated equivalency committees?

- VIII. Ongoing Business
 - A. [AP 5011: Admission & Concurrent Enrollment of High School and other eligible minor students](#): Questions arose about Priority registration & middle-college students (Information only as this item is still pending).

- IX. College and Liaison Reports
 - A. Moreno Valley College
 - B. Norco College
 - C. Riverside City College
 - D. RCCDFA/CCA/CTA/NEA: Senate and FA consultation about improvement of instruction upcoming
 - E. District Administration

- X. Open Hearing
- XI. Adjournment