

Riverside Community College District District Academic Senate

Monday, October 23, 2017
Downtown Riverside District Offices, Conference Room 334A
3:00-5:00 PM

Meeting Dates: 9/25/17, 10/23/17, 11/27/17, 2/26/18, 3/26/18, 4/23/18, 5/30/18

Link: [District Academic Senate Web Page](#)

- 3:00 I. **Call to Order**
- II **Approval of the Agenda**
- III. **Approval of the Minutes: September 25, 2017**
- 3:10 IV. **Chancellor's Report**
- 3:20 V. **Committee and Liaison Reports**
 - A. Associate Faculty
 - B. Curriculum (Ann Pfeifle)
 - C. District Program Review (TBD)
 - D. Professional Growth & Sabbatical Leave (PG&SL)(TBD)
- 4:00 VI. **Ongoing Business**
 - A. Fall Academic Senate for California Community Colleges Plenary November 2-4, 2017 Irvine, CA – District Selected Faculty Member Ann Pfeifle
 - B. International Baccalaureate Exam Chart **Action Item** [International Baccalaureate Exam Chart](#)
 - C. 58th Distinguished Faculty Lecturer Updates
- 4:10 VII. **New Business**
 - A. Distance Education Committee Chair Duties – Peggy C.
 - B. RCCD Military Credit – Peggy C.
 - C. Save the Date Event(s):
February 22-24, 2017 Accreditation Institute
 - D. Senate Resolution Common Core Cross Listed Curriculum
 - E. Assembly Bills
 - No. 21 Chapter 488
 - No. 19 Chapter 735
 - No. 705 Chapter 745
- 4:35 VIII. **College and Liaison Reports**
 - a. Moreno Valley College – LaTonya Parker
 - b. Norco College – Peggy Campo
 - c. Riverside City College – Mark Sellick
 - d. RCCD Faculty Association
 - e. District Administration
- 4:50 IX. **Open Hearing**
- 5:00 X. **Adjourn**

Persons requiring a disability-related accommodation to participate in the Senate meeting, including materials in alternate formats, may request such service from the Office of Diversity, Equity, & Compliance at 951-222-8039 by a minimum of one week before the event. Requests received after this time period will be honored whenever possible.

Riverside Community College District
Academic Senate
Minutes for Monday, October 23, 2017

The meeting of the Riverside Community College District Academic Senate was called to order by Senate member, LaTonya Parker at 3:10 p.m. at the RCCD District Office, Room 334A, 3801 Market Street, Riverside, CA 92501.

Members present:

Dennis Anderson
Peggy Campo
LaTonya Parker
Mark Sellick

Staff Present:

Heidi Gonsier

I. Call to Order

II. Approval of the Agenda - Sellick/Campo moved to approve the agenda of the RCCD Senate meeting dated October 23, 2017. Motion carried. (3 ayes)

A. Sellick/Campo moved to amend agenda; move item III. to VII. (approval of minutes)

III. Chancellor's Report – no report

IV. Committee and Liaison Reports

A. Associate Faculty – no report

B. Curriculum (Ann Pfeifle) – no report

C. District Program Review (TBD) – no report

D. Professional Growth & Sabbatical Leave (PG&SL) – (TBD)

P. Campo asked if professional growth issue was discussed at faculty association meeting. Discussion followed.

V. Ongoing Business

A. Fall Academic Senate for California Community Colleges Plenary November 2-4, 2017 Irvine, CA – District Selected Faculty Member Ann Pfeifle
- Ann is a delegate representing RCCD. Chancellor's office will make arrangements for her travel.

B. International Baccalaureate Exam Chart **Action Item** International Baccalaureate Exam Chart – MVC voted for approval. Sellick/Parker to approve exam chart. Motion carried. (3 ayes). L. Parker will inform articulation officers at each campus.

C. 58th Distinguished Faculty Lecturer Updates – Tentative dates discussed. M. Sellick suggested L. Parker contact Joey Smith and Kevin Mayse for scheduling. Robert Schmidt will coordinate dates. L. Parker discussed the nominees; will vote on Nov. 6. Lecturer nominees will send bio and a brief description of lecture. Local bylaws will apply for part-time and full-time faculty.

VI. New Business

- A. Distance Education Committee Chair Duties – Peggy Campos
P. Campos provided an update on chair duties; working on re-assigned duties, not part of contract, allowed two years and four consecutive semesters. CTA is aware of the update.
- B. RCCD Military Credit – Peggy Campo
P. Campos discussed the policy regarding military credit. Norco College is requesting to include military credits to a maximum of 30 credits from outside institutions. Discussion regarding AP credits. M. Sellick asked if the policy has gone through curriculum committee. P. Campo said the policy goes through the standards committee (senate committee at Norco). DAS suggested the policy be reviewed through curriculum committee.
- C. Save the Date Event(s) – LaTonya Parker
February 23-24, 2018 (deadline is Feb.9) - Accreditation Institute (ASCCC)
Wyndham Anaheim (Garden Grove)
- D. Senate Resolution Common Core Cross-Listed Curriculum – Dennis Anderson
Will be handled on a case by case basis; may be assigned at District level. D. Anderson said Educational Services staff can advise, provide process. Heather Edberg will give access into META, for faculty to input. A curriculum specialist will be recruited for this purpose. M. Sellick suggested they go back to campus academic affairs office' to discuss process.
- E. Assembly Bills
No. 21 Chapter 488 – DACA
No. 19 Chapter 735 – College Promise
No. 705 Chapter 745 – Multiple Measures
L. Parker said they were mentioned at last board meeting. Asked there were any questions from faculty regarding these bills. Discussion followed.

- VII. Approval of the Minutes** – Campos/Sellick moved to approve the agenda of the RCCD Senate meeting dated September 25, 2017. Motion carried. (3 ayes)

VIII. College and Liaison Reports

- A. Moreno Valley College – LaTonya Parker
 - remodel of student services building/study area space
 - academic planning council
 -
- B. Norco College – Peggy Campo
 - All Faculty Open Forum on Oct. 26, 4:30-6 p.m.
 - Extraordinary committee meeting on Oct. 27
 - P. Campo formalized report on strategic goals and objectives
- C. Riverside City College – Mark Sellick
 - Guided Pathways Seminar/discussion on Oct. 27
 - working on external scans for the District Strategic Plan

- D. RCCD Faculty Association – no report
- E. District Administration – D. Anderson provided report regarding the catalog; an addendum will be provided. A Catalog Process Improvement committee has formed and led by Heather Edberg. She is working with IT department to provide an updated process for the catalog.

IX. Open Hearing

X. Adjourn

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Riverside Community College District District Academic Senate

Monday, September 25, 2017
Downtown Riverside District Offices, Conference Room 334A
3:00-5:00 PM

Meeting Dates: 9/25/17, 10/23/17, 11/27/17, 2/26/18, 3/26/18, 4/23/18, 5/30/18
Link: [District Academic Senate Web Page](#)

- 3:00 I. Call to Order**
- II Approval of the Agenda**
- III. Approval of the Minutes: May 31, 2017**
- 3:10 IV. Chancellor's Report**
- 3:20 V. Committee and Liaison Reports**
 - A. Associate Faculty
 - B. Curriculum (Ann Pfeifle)
 - C. District Program Review (TBD)
 - D. PG&SL (TBD)
- 4:00 VI. Ongoing Business**
 - A. DAS 2017-2018 Transition and Charge
 - B. Educational Assistants New Applications 2018-2019
 - C. Fall Academic Senate for California Community Colleges Plenary November 2-4, 2017 Irvine, CA
- 4:10 VII. New Business**
 - A. 58th Distinguish Faculty Lecturer
 - B. Discussion of the Online Education Initiative ("OEI") and SB 1359
The DAS will take consider where the colleges are on the OEI and the impact of SB 1359 (effective date of operation by January 1, 2018)
 - C. Curriculum discussion
The DAS may continue the topic of curriculum following the report
 - D. Reading Faculty General Education Pathway
- 4:35 VIII. College and Liaison Reports**
 - a. Moreno Valley College
 - b. Norco College
 - c. Riverside City College
 - d. RCCD Faculty Association
 - e. District Administration
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Moreno Valley College
16130 Lasselie Street
Moreno Valley, CA 92551

Norco College
2001 Third Street
Norco, CA 92860

Riverside City College
4800 Magnolia Avenue
Riverside, CA 92506

**Riverside Community College District
Academic Senate
Minutes for Monday, September 25, 2017**

The meeting of the Riverside Community College District Academic Senate was called to order by Senate member, LaTonya Parker at 3:20 p.m. at the RCCD District Office, Room 334A, 3801 Market Street, Riverside, CA 92501.

Member Present:

Dennis Anderson
Chris Blackmore
Peggy Campo
LaTonya Parker
Ann Pfeifle
Rolando Regino
Mark Sellick

Staff Present:

Heidi Gonsier

I. Approval of the Agenda - Sellick/Campo moved to approve the agenda of the RCCD Senate meeting dated September 25, 2017. Motion carried. (3 ayes)

II. Approval of the Minutes – Campos/Sellick moved to approve the agenda of the RCCD Senate meeting dated May 31, 2017. Motion carried. (3 ayes)

III. Chancellor's Report – no report

V. Committee and Liaison Reports

A. Associate Faculty – No report

B. Curriculum – Ann Pfeifle

Able to run reports via META. There are concerns since there is a need to create a list of courses that have been approved; not able to use this function on META. Hope to enter programs soon, will not be going back to enter old programs. Discovered at the last curriculum meeting there is no solid written process for insuring that courses that are cross-listed come through the curriculum process at the same time. Major modifications should not be completed by staff, faculty should handle this; various disciplines should discuss this issue. Staff in Educational Services can help with this process. P. Campo agreed that faculty should handle modifications M. Sellick said it may be an issue if adding to faculty workload; needs further discussion. D. Anderson said staff in Educational Services can handle extra workload, if on a case by case basis. A. Pfeifle said the due date has been pushed up for launching courses to this Friday, September 29; this is going to get courses to the Board before the winter break. P. Campo said CTE Faculty are concerned with the September 29 due date. The state is making an effort to remove Chancellor's approval of

courses; we are the only district who moves the date earlier. A. Pfeifle said the due date was decided last Spring; will have to check minutes from that meeting. P. Campo requested the confirmation of the due date. M. Sellick said this has not been an issue with RCC CTE faculty. P. Campo asked about creating a written discipline in META; is there a written process/policy? A. Pfeifle said there is nothing written; existing faculty should coordinate with their colleges. M. Sellick suggested looking at how the process has been handled in the past; District-wide disciplines? P. Pfeifle said they are working on the curriculum handbook; she is going to push for the technical side be removed from the handbook. Another concern is that it is taking two years for new courses to be approved by the Board; typically modified courses take one year.

Dr. Anderson provided an update on the pre-employment preference for associate faculty. New associate faculty complete their preference in class assignments and give to their deans. The process has been slow. Dr. Anderson met with Dr. Haghghat, they would like to create a pre-employment Preference Advisory Committee. The committee will consist of the following: Shari Yates, Rhonda Taube, Emily Philipson and one dean from each college (appointed by Vice Chancellor of Academic Affairs). Senate is also welcome. Administrative assistant, Susan Brucks will support the committee. The committee will meet every other week to discuss procedures. A full-time position (Pre-employment specialist) has been approved to process forms and master lists of employment. M. Sellick said the Senate should have been involved in this process/committee from the beginning, since it is a faculty issue. He asked who is representing the Senate? D. Anderson said he and Dr. Haghghat are still working out details of the committee. P. Campo suggested faculty from other colleges also serve on this committee. M. Sellick agreed there should be faculty representation from all three colleges.

C. District Program Review – no report

D. PG&SL (TBD) – no report

VI. Ongoing Business

A. DAS 2017-2018 Transition and Charge

B. Educational Assistants New Applications 2018-2019 – C. Fall Academic Senate for California Community Colleges Plenary November 2-4, 2017, Irvine, CA

VII. New Business

A. 58th Distinguish Faculty Lecturer - Discussion of faculty lecturer. L. Parker asked about the selection process. M. Sellick said 5-6 proposals were selected. M. Sellick suggested offering a live stream of the lecture. L. Parker would like a SharePoint folder to upload information for lectures, documents, etc. She will speak with Darren Dong. M. Sellick/P. Campo moved to

approve that faculty lecturer give colloquium at their college and Coil School for the Arts.
Motion carried (3 ayes)

B. Discussion of the Online Education Initiative (OEI) and SB 1359. The DAS will take consider where the college are on the OEI and the impact of SB 1359 (effective date of operation by January 1, 2018. R. Regino stated SB 1359 requires community colleges to designate in electronic schedule and readily identify courses. Need process to identify courses as they are brought up. Running Blackboard parallel. Faculty should send to Darren and copy VP's and Vice Chancellor; early October and mid November.

C. Curriculum discussion - The DAS may continue the topic of curriculum following the report.

D. Reading Faculty General Education Pathway

VIII. College and Liaison Reports

A. Moreno Valley College

- Nov. 9 – Educational Summit
- New interim Vice President of Student Services – Carlos Lopez

B. Norco College

- Norco senate met twice
- Presentation from Dr. Reece regarding 2nd access road
- Matrix for courses and programs
- Violence on campus policy
- Looking to change structure of academic departments/deans
- Trying streamline credit acceptance policy. Able to accept a total of 15 military credits; 30 by credit by exam.

C. Riverside City College

- Making modifications to strategic process. Created college readiness committee; college promise.

D. RCCD Faculty Association – no report

E. District Administration - Chris Blackmore provided an update on Colleague. Performance issues with old hardware; recently customized system. Midterm plan for stabilization to a new platform. Hoping to work with a vendor to increase performance. Looking at replacement solution; formed a working group to move to a new system by Winter term. Possibly vendors are *Lucian, Oracle, and Workday*.

IX. Open Hearing

X. Adjourn – 4:47 p.m.

Riverside Community College District District Academic Senate

Wednesday, May 31, 2017
Downtown Riverside District Offices, Conference Room 334A
3:00-5:00 PM

- 3:00 I. **Call to Order**
- II **Approval of the Agenda**
- III. **Approval of the Minutes: 2.23.17, 3.27.17, 4.24.17**
- 3:10 IV. **Chancellor's Report**
- 3:20 V. **Committee and Liaison Reports**
- A. Associate Faculty
 - B. Curriculum (Greg Burchett)
 - C. District Program Review (TBD)
 - D. PG&SL (TBD)
- 4:00 VI. **Unfinished Business**
- A. Educational assistants
The DAS will consider new applications for educational assistants for 2017-18
- 4:10 VII. **New Business**
- A. Discussion of BP/AP 7160a
The DAS will discuss some areas of BP/AP 7120a
 - B. Discussion of the Online Education Initiative ("OEI") and SB 1359
The DAS will take consider where the colleges are on the OEI and the impact of SB 1359
 - C. Curriculum discussion
The DAS may continue the topic of curriculum following the report
 - D. End of year considerations, directions for 2017-18
The DAS will reflect on the business of 2016-17 and its charge for 2017-18
- 4:35 VIII. **College and Liaison Reports**
- a. Moreno Valley College
 - b. Norco College
 - c. Riverside City College
 - d. RCCD Faculty Association
 - e. District Administration
- 4:50 IX. **Open Hearing**
- 5:00 X. **Adjourn**

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16130 Lasselle Street
Moreno Valley, CA 92551

Norco College
2001 Third Street
Norco, CA 92860

Riverside City College
4800 Magnolia Avenue
Riverside, CA 92506

**Riverside Community College District
Academic Senate
Minutes for Wednesday, May 31, 2017**

The meeting of the Riverside Community College District Academic Senate was called to order by Senate member, Mark Sellick at 3:00 p.m. at the RCCD District Office, Room 334A, 3801 Market Street, Riverside, CA 92501.

Members Present:

Mark Sellick
LaTonya Parker
Peggy Campo
Chancellor Burke

Staff Present:

Heidi Gonsier

Guests Present:

Patty Avila

I. Approval of the Agenda – Parker/Campo moved to approve the agenda of the RCCD Senate meeting dated May 31, 2017 as presented. Motion carried. (3 ayes)

II. Approval of the Minutes – Parker/Campo moved to approve the minutes from the RCCD Senate meeting dated 2/23/17, 3/27/17, 4/24/17. Motion carried. (3 ayes)

III. Chancellor's Report –

a. Moreno Valley President search

Completed interview process for Moreno valley president. Start date will be July 1, 2017.

M. Sellick stated that Moreno Valley needs stability. P. Campo asked about the Vice Chancellor of Educational Services position. The committee asked if the District would handle the search, instead of using district funds to hire a search firm; not impressed with outcomes search firms provided.

b. Academic Affairs/Curriculum

Working with Heather Edberg and staff in IT on significant improvements in content and processes for catalog production.

IV. Committee and Liaison Reports

a. Associate Faculty – no report

M. Sellick stated the DAS needs associate faculty representation for the Senate; how it will be determined. Associate faculty representatives from three campuses would like to be compensated; being negotiated through campuses.

b. Curriculum - no report

P. Campo stated the idea of changing GE pathways and changing courses; the previous senate presidents and curriculum chairs have an agreement of a moratorium of changing courses. The process is fine. P. Campo would like to tell faculty that moratorium has been lifted. M. Sellick said disciplines should be reviewed. M. Sellick suggested the District curriculum committee take this issue back to local curriculum committees and proceed with established process. There is no justification in writing on moratorium. DAS does not recognize that a moratorium was in place.

c. District Program Review (TBD) – no report

P. Campo stated District Program Review Committee has not met in two years. Now each college does their own program review differently. Would like to maintain communication and coordination with chairs and perhaps continue as an ad hoc committee. DAS suggested discussion continue at next meeting. M. Sellick stated that processes should be documented; suggesting the following options:

- Colleges come into alignment with program review.
- Colleges continue to do things differently and report outcomes.
- Program Review Committee is disbanded.

d. PG&SL – (TBD)

M. Sellick stated local senate scheduled report-outs that are not occurring. DAS should review what to expect in reports. PG&SL may not need to be included on each agenda. DAS will discuss at next meeting.

V. Unfinished Business

A. Educational Assistants

The DAS will consider new applications for educational assistants for 2017-2018. One individual withdrew. Total of 3 applications for Norco, 5 for Moreno Valley and 7 for RCC. DAS requested that Dr. Burke ask Misty Cheatham (District AP) “is the educational assistance funding District or College based?” Misty’s response was “the Educational Assistant program is at the college level, but funded by the district; the budget for the EA’s are transferred from a district holding account to the appropriate college funding line.” “This includes salary and fixed charges.”

VI. New Business

a. Discussion of BP/AP 7160a – Patty Avila discussed her service as Dean of CTE at RCC and return to faculty ranks after working on an advanced degree at Chapman University. She has one year of formal course work to complete at Chapman University. Patty submitted a plan to PGS&L (for professional growth) to have her units counted. There is no process in place for administrators returning to faculty ranks after serving as an administrator. P. Avila spoke with M. Sellick regarding her concern; no incentive for faculty to go into administration or to complete advanced degree. P. Avila would like DAS to consider allowing all of coursework to be counted, instead of last 15 units completed. P. Campo said PG&SL is advisory committee to Chancellor and President. They will need to advise HR to change Patty’s column and status. Since there is no policy in place, (by PG&SL) they are simply advisory. P. Campo said in this case it needs to be handled by the campus President. M. Sellick said he asked Patty to address DAS, and would like to accompany her to continue the discussion with President Isaac.

b. Discussion of the Online Education Initiative (“OEI”) and SB 1359

The DAS will take considerations where the colleges on are the OEI and the impact of SB 1359

c. Curriculum discussion

The DAS may continue the topic of curriculum following the report.

d. End of the year considerations, directions for 2017-18

The DAS will reflect on the business of 2016-17 and its charge for 2017-18

VII. College and Liaison Reports

a. Moreno Valley College – L.Parker attended the following events:

- Distinguished faculty lecture, May 9
- Basic Law Enforcement Completion, May 11
- Faculty & Staff service awards, May 16
- Faculty recognition ceremony, May 18

Discussion regarding campus program reviews. L. Parker said she will send out accountability/end of year report; it will be posted.

b. Norco College –

- P. Campo asked DAS if they had the DRC course substitution proposals voted at campus senate meetings. DAS stated proposal discussion occurred at their campuses. It was approved at Norco College.
- Barnes & Noble Bookstore presentation was completed with price match.
- Update from LRC.
- Norco College working on proposal for prison education. Looking to re-establish a connection.
- Revised institutional set standard response; required by ACCJC.
- 1st read through preferred name and gender AP.
- Senate working on function maps.

c. Riverside City College –

- M. Sellick stated the educational program oversight committee will be meeting tomorrow to discuss faculty prioritization; faculty hires, outcome.

d. RCCD Faculty Association – no report

e. District Administration – no report

VII. Open Hearing

VIII. Adjourned – 4:45 p.m.

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Riverside Community College District District Academic Senate

Monday, April 24, 2016
Downtown Riverside District Offices, Conference Room 334A
3:00-5:00 PM

- 3:00 I. Call to Order**
II Approval of the Agenda
III. Approval of the Minutes: 3.27.17
- 3:10 IV. Chancellor's Report**
- 3:20 V. Committee and Liaison Reports**
A. Associate Faculty
B. Curriculum (Greg Burchett)
C. District Program Review (TBD)
D. PG&SL (TBD)
- 4:00 VII. New Business**
A. Educational assistants
The DAS will consider the applications for educational assistant for 2017-18
B. Faculty hiring discussion
The DAS will discuss how the colleges have been faring with AP 7120c and faculty hiring more generally
C. Discussion of PG&SL issues
The DAS will consider issues with current PG&SL processes
- 4:35 VIII. College and Liaison Reports**
a. Moreno Valley College
b. Norco College
c. Riverside City College
d. RCCD Faculty Association
e. District Administration
- 4:50 IX. Open Hearing**
- 5:00 X. Adjourn**

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4800 Magnolia Avenue
Riverside, CA 92506

Riverside Community College District District
Academic Senate
Minutes for Monday, April 24, 2017

The meeting of the Riverside Community College District Academic Senate was called to order by Senate member, Mark Sellick at 3:19 p.m. at the RCCD District Office, Room 334A, 3801 Market Street, Riverside, CA 92501.

Members Present:

Mark Sellick
LaTonya Parker
Peggy Campo
Dariush Haghighat
Chancellor Burke

Staff Present:

Heidi Gonsier

I. Approval of the Agenda – Parker/Campo moved to approve the agenda of the RCCD Senate meeting dated April 24, 2017 as presented. Motion carried. (3 ayes)

II. Approval of the Minutes – Parker/Campo moved to approve the minutes from the RCCD Senate meeting dated March 27, 2017. Motion carried. (3 ayes)

III. Chancellor's Report – Heather Edberg, Jeanie Fortin and a temporary employee are working on reconciling curriculum records; making certain units match up. Giving updates to Curriculum committee/Greg Burchett.

IV. Committee and Liaison Reports

- a. **Associate Faculty** – no report
- b. **Curriculum** (Greg Burchett) - no report
- c. **District Program Review (TBD)** – no report
- d. **PG&SL** – P. Campo shared an email from Carol Miter regarding the consideration of issues with current PG&SL processes. According to C. Miter, “Plan for Professional Growth/Salary Reclassification” are referred to Dr. Regino’s office. M. Sellick discussed the issue with a former Dean/administrator (from RCC) who completed professional development units and was denied compensation due to not submitting professional growth plan to PG&SL. The individual has submitted an appeal that was denied last year. P. Campo asked if the Senate should to make a request of the PG&SL Committee to review their process. M. Sellick said the Senate should make this request.

There is also another individual who needs to finalize paper work for Ph.D. Because of health reasons will not be able to submit on time. M. Sellick suggested creating a policy that is more faculty friendly.

Also, in light of changes made at the District level, in terms of the strategic plan, considering the Senate; have not been elected to be members of the District Academic Senate, have been elected as presidents of the local senates. Meetings are not the same as local meetings. M. Sellick asked what the implications for the Brown Act are; three cannot meet without having an open meeting? M. Sellick will review and address over the summer.

VI. New Business

a. Educational Assistants – The Senate will consider the applications for educational assistants for 2017-18. M. Sellick said he received a request from Lydia Holsoff for an educational assistant. Also received four requests from MVC, three from Norco College and five from RCC. Allocated fifteen per year. Parker/Campo moved that the Senate approve the twelve applications. Motion carried. (3 ayes).

Parker/Campo moved that the Senate approve the names of faculty and departments (for Educational Assistants) be postponed to the next Senate meeting. Motion carried. (3 ayes)

Parker/Campo moved that M. Sellick send an email to faculty extending the deadline for Educational Assistant applications to May 15; twelve spots have been filled, three spots available. Motion carried. (3 ayes)

b. Faculty hiring discussion – The DAS will discuss how the colleges have been faring with AP 7120c and faculty hiring more generally. M. Sellick asked D. Haghghat to attend regarding concerns regarding faculty hiring. D. Haghghat talked about the roll Human Resources has with job descriptions and hiring processes. D. Haghghat spoke with Vice Chancellor Hampton regarding job descriptions that have changed. T. Hampton said the changes were not intentional; will not happen again, safeguards will be in place P. Campo found out from plenary sessions, if you hire an individual with a Master's degree, and the job description lists Ph.D. preferred, it puts the district at risk of a law suit. M. Sellick suggested reviewing minutes from past meetings to see when last review of AP 7120 A and B took place. M. Sellick will add to next meeting agenda.

c. Discussion of PG&SL issues – The DAS will consider issues with current PG&SL processes. Will discuss at next meeting.

VIII. College and Liaison Reports

a. Moreno Valley College – L. Parker said MVC Senate made recommendations for Enrollment management unit. Increasing FTE. Faculty recognition ceremony on May 18. Reviewing DSF policy regarding student substitution.

b. Norco College – Norco Academic Senate meeting was cancelled last Monday due to personal reasons for P. Campo. Next meeting will discuss update from the bookstore. Discussing the possibility of teaching at the jail. Also, granted Pathways Initiative, and creating a workgroup. P. Campo congratulated L. Parker on her appointment as Executive member of ASCCC, South representative, Senator at large. Norco senate approved to OEI at level 1. P. Campos asked M. Sellick and L. Parker to add to their agendas at next campus senate meetings.

c. Riverside City College – M. Sellick congratulated L Parker on her appointment with ASCCC. RCC Senate meeting discussion of Pathways initiative giving.

d. RCCDFA/CCA/CTA/NEA

e. District Administration

VII. Open Hearing

VIII. Adjourned – 4:50 p.m.

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Riverside Community College District District Academic Senate

Monday, March 27, 2016
Downtown Riverside District Offices, Conference Room 334A
3:00-5:00 PM

- 3:00 I. Call to Order**
II Approval of the Agenda
III. Approval of the Minutes: 2.27.17
- 3:10 IV. Chancellor's Report**
- 3:20 V. Committee and Liaison Reports**
A. Associate Faculty
B. Curriculum (Greg Burchett)
C. District Program Review (TBD)
D. PG&SL (TBD)
- 3:40 VI. Ongoing Business**
A. BP/AP 4100
Discussion of the policy and procedure for graduation requirements
B. Electronic devices in the classroom and filming lectures
Update on status of signage regarding use of electronic devices in classrooms
- 4:00 VII. New Business**
A. AP 7120c
Discussion of full-time faculty hiring process
B. Tutors and progress reports
Discussion of issues with tutors and progress reports at the colleges
C. Academic rank
Discussion of the list of professors who were granted status of full professor
D. Discipline facilitators
Discussion of the status of discipline facilitators and the district list that names them
- 4:35 VIII. College and Liaison Reports**
a. Moreno Valley College
b. Norco College
c. Riverside City College
d. RCCDFA/CCA/CTA/NEA
e. District Administration
- 4:50 IX. Open Hearing**
5:00 X. Adjourn

Persons requiring a disability-related accommodation to participate in the Senate meeting, including materials in alternate formats, may request such service from the Office of Diversity, Equity, & Compliance at 951-222-8039 by a minimum of one week before the event. Requests received after this time period will be honored whenever possible.

Moreno Valley College
16130 Lasselle Street
Moreno Valley, CA 92551

Norco College
2001 Third Street
Norco, CA 92860

Riverside City College
4800 Magnolia Avenue
Riverside, CA 92506

**Riverside Community College District District Academic
Minutes for Monday, March 27, 2017**

The meeting of the Riverside Community College District Academic Senate was called to order by Senate member, Mark Sellick at 3:00 p.m. at the RCCD District Office, Room 334A, 3801 Market Street, Riverside, CA 92501.

Members Present:

Mark Sellick
LaTonya Parker
Peggy Campo

Staff Present:

Heidi Gonsier
Heather Edberg
Emile Bradshaw

I. Approval of the Agenda – It was moved and seconded to approve the agenda of the RCCD Senate meeting dated March 27, 2017 as presented. Parker/Campo

II. Approval of the Minutes - It was moved and seconded to approve the approval of the minutes; with minor grammatical revisions from the RCCD Senate meeting dated February 27, 2017 Parker/Campo

III. Chancellor’s Report – Bill filed by the Secretary of State; requires each campus (community colleges) to identify online version of course schedule.

IV. Committee and Liaison Reports

- a. Associate Faculty** – no report
- b. Curriculum** (Greg Burchett) - no report
- c. District Program Review (TBD)** – no report
- d. PG&SL** – “Academic Rank” (formerly VII. c. on the agenda) . Dr. Burke provided list of professors advancing to professor (below). Seventeen complete packets were received and approved. Chancellor approved the list of advancements submitted. M. Sellick will ask College presidents to make the presentation of the recipients at the April 18, 2017 Board of Trustees meeting.

RANK CHANGE TO PROFESSOR – ACADEMIC YEAR 2017-2018

MORENO VALLEY COLLEGE

| <u>Name</u> | <u>Discipline</u> |
|----------------------------|-------------------|
| Pfeifle, Ann | History |
| Quinto-MacCallum, Bonavita | Spanish |
| Rhyne, Jeffrey | English |
| Rocco, Christopher | Humanities |
| Tolunay Ryan, Adviye | Psychology |

NORCO COLLEGE

| <u>Name</u> | <u>Discipline</u> |
|----------------|-------------------|
| Gray, Alexis | Anthropology |
| Wallstrom, Tim | Kinesiology |

RIVERSIDE CITY COLLEGE

| <u>Name</u> | <u>Discipline</u> |
|---------------------|-------------------------|
| Ashby, Hayley | Library Services |
| Carreras, Sofia | Dance |
| Indermuehle, Denise | Nursing |
| Judon, Laneshia | Business Administration |
| Julian, Jodi | Theater Arts |
| McCarron, Jim | Kinesiology |
| Nelson, Lee | Nursing |
| Sellick, Mark | Political Science |
| VantHul, Tammy | Nursing |
| White, Virginia | Biology |

VI. Ongoing Business

a. BP/AP 4100 – Discussion of the policy and procedure for graduation requirements.

H. Edberg said this is ready for board meeting. Dr. Burke said P. Pyle suggested the policy be included in the board report for April. P. Campo suggested an AP of how to submit board policies. Dr. Burke said there should be a log. H. Edberg suggested an outline with the steps for submitting policies, in addition to the log. M. Sellick said the Senate are not elected bodies; they are representatives of the elected body. He said perhaps the Senate should advocate for the previous practice of meeting with Chancellor and College presidents to discuss board agenda prior to meetings. They would determine if items have gone to shared governance committees or if they should be pulled. Senate should have this discussion. M. Sellick suggested Senate representatives meet with Vice Chancellor Hampton regarding shared governance committees; discuss diversity on the committees, etc. Committee representatives would also attend.

b. Electronic devices in the classroom and filming lectures. Update on status of signage regarding the use of electronic devices in classrooms. Dr. Burke provided update on status of signage regarding use of electronic devices in classrooms. M. Sellick stated that there needs to be an institutional placard in classrooms to protect the instructor and students. Dr. Burke will discuss with general counsel/P.Pyle.

VI. New Business

a. AP 7120c. Discussion of full-time faculty hiring process – P. Campo stated hiring committee were not able to find faculty from other colleges to serve. M. Sellick suggested giving a time limit to respond; perhaps seven working days or present to colleges to purpose solutions.

b. Tutors and progress reports. Discussion of issues with tutors and progress reports at the colleges. P. Sellick discussed a recent hire in biology. A tutor was hired in Life sciences; has a bad history of dealing with women. Dr. Virginia White obtained a “BIRT” report filed on this student. Dr. White’s colleagues in Life Sciences did not want to work with this individual; do not want him working with female students. M. Sellick suggested obtaining student software to flag and exchange information. E. Bradshaw said there is also the student’s version. Tutors are supervised and public. E. Bradshaw was surprised by the faculty recommendation. Students are satisfied with this tutor. M. Sellick said the student is being hired by faculty. The faculty member who hired this student did not notify faculty members. E. Bradshaw said staff hire the tutors. Tutors are interviewed and screened. A recommendation is made and the faculty who observe the potential tutors in the classroom. They are also the best students in the discipline; must be in good standing. M. Sellick said if faculty have issues with a student that is teaching their curriculum. E. Bradshaw said tutors help in various subjects/disciplines across the colleges. If faculty are requesting an individual, they are able to hire. M. Sellick said the faculty in Life Sciences are unanimous in their concern with this tutor. There are not college specific tutors; they can a tutor at each campus in various disciplines. M. Sellick said the faculty have described

this student as an “aggressive masochist.” There needs to be a better vetting process to hire students. E. Bradshaw said that individual instructors can select students. P. Campo said the function of BIRT is not related to the hiring process. E. Bradshaw said there is monitoring of students as well. M. Sellick asked if intervention is possible if there is a serious concern? He will relay the information received today to the faculty in Life Sciences. If there are further questions and concerns, they can meet with E. Bradshaw.

Progress reports. M. Sellick said to make certain progress reports are electronic; concern of falsifying documents. There was an incident recently when a professor wrote remarks on a progress report. Electronic forms should solve the issue. P. Campo said there are two issues with progress reports; process and faculty do not reply to emails. L. Parker agreed. She is removing faculty signature line. M. Sellick said the documents need to be valid by including signature line; concern regarding falsifying documents. M. Sellick suggested L. Parker speak with Dr. Haghghat/Faculty Association regarding progress reports.

c. Academic Rank. Discussion of the list of professors who were granted status of full professor. ITEM MOVED ON THE AGENDA to V. Committee and Liaison reports, d.

d. Discipline facilitators. Discussion of the status of discipline facilitators and the district list that names them. M. Sellick provided the Discipline facilitator list. Discussion followed.

VIII. College and Liaison Reports

a. Moreno Valley College – working toward selection of a part-time faculty member for Commencement speech, end of year faculty recognition ceremony, Culture of Care conversation pertaining to students.

b. Norco College – Attended Area D meeting. Curriculum with the state is going to local level. Encourages curriculum committee chairs to attend ASCCC here in Riverside. Asked Chancellor’s office to pay for registration for three curriculum chairs and tech review chair (Steven Schmidt) to attend the conference, July 12-15 at Riverside Convention Center.

c. Riverside City College – Met with Dr. Isaac and others; phone conversation with Pathways Initiative Group.

d. RCCDFA/CCA/CTA/NEA

e. District Administration

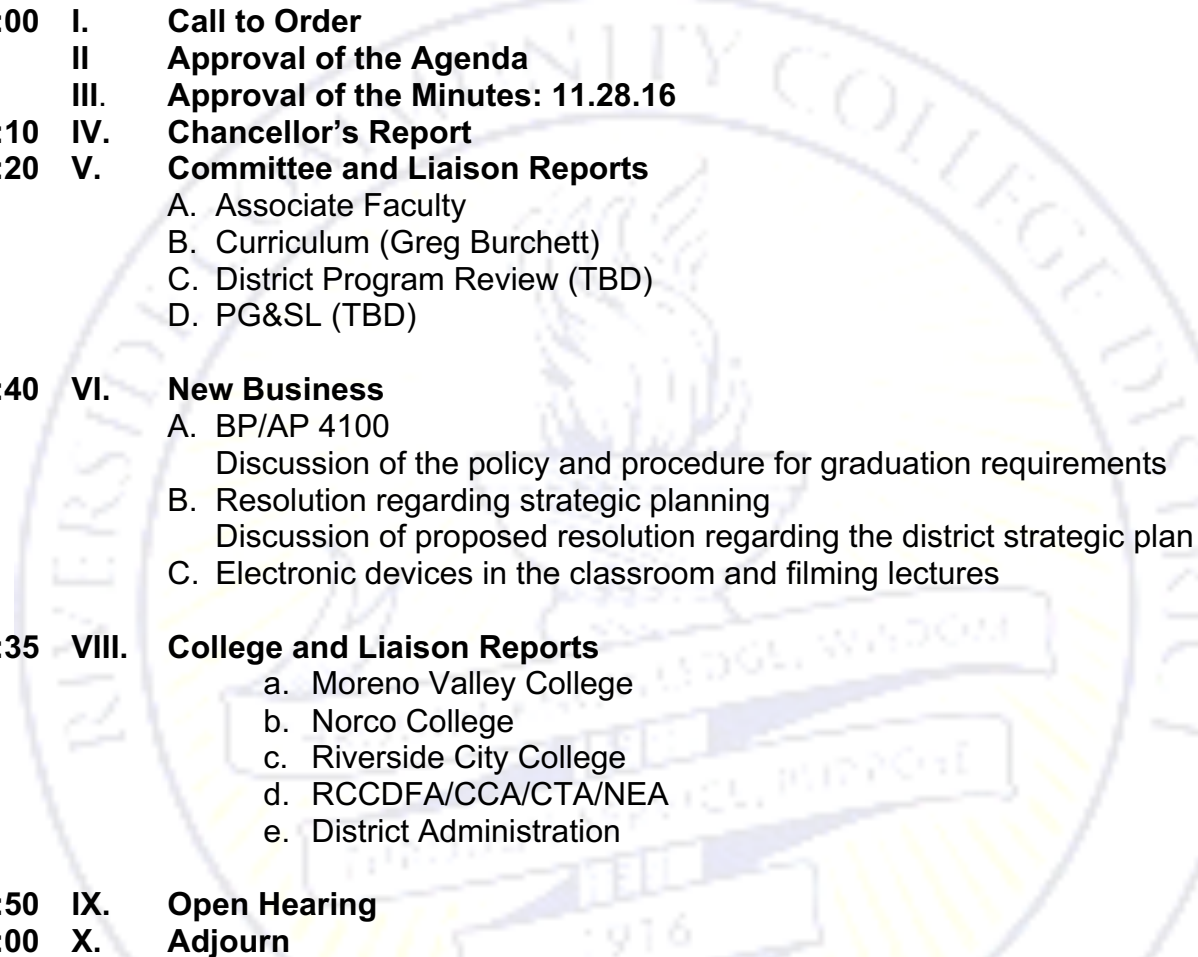
VII. Open Hearing

VIII. Adjourned

Persons requiring a disability-related accommodation to participate in the Senate meeting, including materials in alternate formats, may request such service from the Office of Diversity, Equity, & Compliance at 951-222-8039 by a minimum of one week before the event. Requests received after this time period will be honored whenever possible.

Riverside Community College District District Academic Senate

Downtown Riverside District Offices, Conference Room 334A, 3:00-5:00 PM

- 
- 3:00 I. Call to Order**
II Approval of the Agenda
III. Approval of the Minutes: 11.28.16
3:10 IV. Chancellor's Report
3:20 V. Committee and Liaison Reports
A. Associate Faculty
B. Curriculum (Greg Burchett)
C. District Program Review (TBD)
D. PG&SL (TBD)
- 3:40 VI. New Business**
A. BP/AP 4100
Discussion of the policy and procedure for graduation requirements
B. Resolution regarding strategic planning
Discussion of proposed resolution regarding the district strategic plan
C. Electronic devices in the classroom and filming lectures
- 4:35 VIII. College and Liaison Reports**
a. Moreno Valley College
b. Norco College
c. Riverside City College
d. RCCDFA/CCA/CTA/NEA
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- 4:50 IX. Open Hearing**
5:00 X. Adjourn

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**Riverside Community College District Academic Senate
Minutes for Monday, February 27, 2017**

The meeting of the Riverside Community College District Academic Senate was called to order by Senate member, Mark Sellick at 3:00 p.m. at the RCCD District Office, Room 334A, 3801 Market Street, Riverside, CA 92501.

Members Present:

Mark Sellick
LaTonya Parker
Peggy Campo
Patrick Pyle
Greg Burchett

Staff Present:

Heidi Gonsier

I. Approval of the Agenda – It was moved and seconded to approve the agenda of the RCCD Senate meeting dated February 27, 2017 as presented. Parker/Campo

II. Approval of the Minutes - It was moved and seconded to postpone the approval of the minutes from the RCCD Senate meeting dated November 28, 2016. Parker/Campo

III. Chancellor's Report – Chancellor Burke attending the ACCT Legislative Conference in Washington, D.C.

IV. Committee and Liaison Reports

a. Associate Faculty – no report

b. Curriculum (Burchett) – G. Burchett discussed the major/minor modifications for META; program is still being updated. Steven Schmidt (as tech review chair) has done a lot of work on curriculum; working with Curricunet. G. Burchett asked if there are any issues with curriculum. No issues from Moreno Valley, Norco or Riverside. If new faculty, retired or job title changes occur, need to modify their access appropriately; Chairs need to contact G. Burchett or S. Schmidt.

c. District Program Review – no report

d. PG&SL – M. Sellick said there was an issue with a counselor/CTE Dean, Patty Avila while she was dean she started her program at Chapman to pursue her Ph.D.; she returned to faculty ranks (she is tenured). When she submitted her request (for professional growth) to have the units counted, she was denied; no process in place. M. Sellick is proposing a discussion with PG&SL. Faculty who move into administrative ranks should be given direction when advancing their degrees; should not be punished. Do they advance on the salary scale? Faculty Association should be involved in this matter.

V. New Business

a. BP/AP 4100 - Discussion of the policy and procedure for graduation requirements; lowering the standards (units) and further justification for certificates. Standards need to be determined.

b. Resolution regarding strategic planning. M. Sellick would like to postpone the discussion when there is more time to review. David Torres is preparing an internal scan for the next DSPC meeting. M. Sellick suggested that District Senate, and Patrick Pyle discuss with Dr. Burke. Motion to postpone; Campo/Parker.

c. Electronic devices in the classroom and filming lectures – There are several professors that are concerned by the decision by DSPS to give an accommodation to students who are video-taping or audio recording lectures. Students are supposed to submit a request with DSPS. Professors are concerned about intellectual property. There should be a discussion between faculty and DSPS. P. Pyle said there is a legal obligation to accommodate the students; the process should be sharpened. The APA provides an interactive dialog; need to determine what the students needs are. Each situation is unique.

VI. College and Liaison Reports

- a. Moreno Valley College
- b. Norco College
- c. Riverside City College
- d. RCCDFA/CCA/CTA/NEA
- e. District Administration

VII. Open Hearing

VIII. Adjourned