

Riverside Community College District District Academic Senate

Monday, November 26, 2018
District Office, 3801 Market St. Riverside, CA, Room D334
3:00-5:00 PM

Link: District Academic Senate Web Page

3:00 I. Call to Order

II. Approval of the Minutes: October 22, 2018

3:15 III. Administrative Reports

- Chancellor's Report (Isaac)
- Vice-Chancellor of Academic Affairs (Mills)

3:30 IV. Committee and Liaison Reports

- A. Associate Faculty
- B. Curriculum (Johnson)
- C. District Program Review (Grey)
- D. Professional Growth & Sabbatical Leave (TBD)
- E. District Study Abroad (Campo)

3:45 V. Ongoing Business

- Updated Discipline Facilitator List 2018-2019. Discussion Item. (Campo)

Incorporated updates from three colleges to the discipline facilitator's list.

- Proposed revisions to BP/AP3950 Naming of Facilities, Events, and Programs. Action Item. (Sellick)

Modified version of BP/AP3950 approved unanimously by the RCCAS.

4:00 VI. New Business

- Assign new charge to District Academic Standards Committee. Discussion Item. (Mills)

District Academic Standards Committee needs to review several policies and procedures to ensure compliance with AB705.

- Proposed revisions to BP/AP4250 Probation, Dismissal and Readmission. Discussion Item. (Floerke)

Policy needs to be revised to align with our multi-semester registration.

- Proposed revisions to BP/AP4255 Dismissal and Readmission. Discussion Item. (Floerke)

Policy needs to be revised to align with our multi-semester registration.

- Functionality of CurriQunet Meta. Discussion Item. (Pfeiffle)

Discussion of current district needs and what needs to be done to search for a new vendor.

4:30 VII. College and Liaison Reports

- Moreno Valley College – Jennifer Floerke
- Norco College – Peggy Campo
- Riverside City College – Mark Sellick
- RCCD Faculty Association- Rhonda Taube

4:50	VIII.	Open Hearing
5:00	IX.	Adjourn

Next meeting: February 25, 2019

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

Monday, October 22, 2018
District Office, 3801 Market St. Riverside, CA, Room D334
3:00-5:00 PM

Link: District Academic Senate Web Page

3:00 I. Call to Order

II Approval of the Agenda

III. Approval of the Minutes: September 24, 2018

3:15 IV. Administrative Reports

- Chancellor's Report (Isaac)
- Vice-Chancellor of Academic Affairs (Mills)

3:30 V. Committee and Liaison Reports

- A. Associate Faculty
- B. Curriculum (Johnson)
- C. District Program Review (Grey)
- D. Professional Growth & Sabbatical Leave (TBD)
- E. District Study Abroad (Campo)

4:00 VI. Ongoing Business

- Discipline Facilitator List 2018-2019. Discussion Item. (Campo)

Will incorporate updates brought forward by the three senates to the discipline facilitator list.

- BPAP3950 Naming of Facilities, Events, and Programs. Information Item (Pyles)

Policy brought forward by district legal counsel at last DAS meeting to be discussed and voted on by the three academic senates. Discussed at MVAS and NAS.

4:00 VII. New Business

- RCCDAS Resolution 2018-01 Naming of Academic Programs. Action Item. (Campo).

Assertion that naming academic programs should be decided by the academic senates.

- BPAP3950 Naming of Facilities, Events, and Programs. Discussion Item. (Sellick)

Modified version of BPAP3950 approved unanimously by the RCCAS.

- BPAP3950 Naming of Facilities, Events, and Non-Academic Programs. Discussion Item. (Campo)

Discussion of a modification of counsel's BPAP3950 for consideration.

- Request for Inclusion of SLO's from Curricunet Meta onto Canvas. Discussion Item. (Campo)

NC Assessment committee requests to upload SLOs from Curricunet Meta into Canvas and the use of Canvas rubric tool be set from 0-4.

4:35 VIII. College and Liaison Reports

- Moreno Valley College – Jennifer Floerke
- Norco College – Peggy Campo
- Riverside City College – Mark Sellick
- RCCD Faculty Association-

4:50	IX.	Open Hearing
5:00	X.	Adjourn

Next meeting Monday, October 22, 2018

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
Monday, October 22, 2018**

Minutes

The meeting of the Riverside Community College District Academic Senate was called to order by Senate member, Dr. Peggy Campo at 3:06 p.m. at the RCCD District Office, Room 334A, 3801 Market Street, Riverside, CA 92501.

Members Present:

Peggy Campo
Jennifer Floerke
Wolde-Ab Isaac
Brian Johnson
Susan Mills
Patrick Pyle
Mark Sellick

Staff Present:

Michelle Davila

I. Call to Order

II. Approval of the Agenda – Sellick/Floerke moved to approve the agenda of the RCCD Senate meeting dated October 22, 2018. Motion carried (3 ayes)

III. Approval of the Minutes – Sellick/Floerke moved to approve the minutes of September 24, 2018 with revision – change first name to last name throughout minutes. Motion carried (3 ayes)

IV. Administrative Reports

- Chancellor's Report (Isaac)

The Presidential search for Riverside is almost coming to a close. The final interview was conducted this morning at 7 am. Isaac is collecting all information/assessments from the constituencies. Isaac will be away the rest of this week so a decision will be made next week.

The District is analyzing what RCCD has done with FTEs. Currently we are considering borrowing 800 FTEs and cashing it in now. 18/19 is a period of hold harmless. We would have to make up any difference if we are below in 20/21. A decision has to be made by October 31st. If we cash in the money would be split based on the FTEs generated from the old model. Campo thought the State Assembly bill for the new budget model was not approved. Isaac said the new budget model will start in for 2021. Isaac said 18/19 is hold harmless. Isaac said he was appointed to serve as the Region 9 Community Colleges budget representative.

We are in the process of updating all the board policies. Isaac would like Pyle to have a

weekly meeting with him until all policies are updated. The time line should align with the accreditation timeline. Sellick asked if 2020 the timeline we are looking at Isaac agreed 2020 is the timeline.

Campo asked Isaac if the senate needs to move quickly on BPAP3950. The naming we are talking about is if someone wants to give money and wants to be affiliated with the sciences or the mathematics etc. The School of Engineering is the name but Bourns is there due to their donation. There is an ethical component of naming a classroom or building. The faculty voice needs to be heard. Sellick said in addition to buildings there are academic programs such as the Model United Nations program – what if Ray Maghroori wanted to donate and name the MUN the Ray Maghroori MUN how will this work? The naming request will follow policy and be presented to all constituencies. The board has final approval. Isaac mentioned the only thing on the horizon is the naming of the Nursing Simulation Lab for Parkview's donation of \$250,000.

- Vice-Chancellor of Academic Affairs (Mills)

Mills informed those present that PG&SL has created a workgroup to review/update AP7160a. Meeting dates have not been confirmed at this point. Mills mentioned the deadline to submit a request for the rank of professor or distinguished professor is Oct. 31st.

Mills said the District Accreditation timeline is to have a first DRAFT by the second week of November and final DRAFT by December. There was discussion related to the new accreditation standards for the District.

V. Committee and Liaison Reports

- Associate Faculty – No report
- Curriculum (Johnson) – No report
- District Program Review (Grey) – No report
- Professional Growth & Sabbatical Leave (Campo):

Campo said the deadline for applying for the rank of professor is October 31st. Is there a deadline for distinguished professor? It is the same deadline. In order to receive distinguished professor an administrator and a full professor needs to submit the request.

- District Study Abroad (Campo):

The committee will be meeting to review applications for the summer and fall Study Abroad proposals on November 30th.

VI. Ongoing Business

- Discipline Facilitator List 2018-2019. Discussion Item. (Campo)

Will incorporate updates brought forward by the three senates to the discipline facilitator list.

Floerke reached out to the Department chairs but hasn't had any responses. Campo felt that Mills and the Curriculum chairs need to meet to see if the District Facilitators are doing their designated work. The facilitator list is used to update curriculum, as well as equivalencies. The Discipline Facilitator appoints the faculty member for an equivalency. Sellick said in AP7211.2.e.4 it states "One member will be appointed by the relevant district discipline representative". Johnson feels curriculum needs a facilitator for recommended equivalencies. The problem can be that the department chair isn't in the discipline where the equivalency is being requested. We want representatives across all colleges to review the equivalencies. If there is a problem the discipline sends an email to the curriculum committee and seeks their assistance. Sellick said there are two choices: 1) we can rewrite the policy or 2) compensation made to the Discipline Facilitators. Either way the senate should look into revising the bylaws. Campo said we need to be consistent and ensure the list is maintained and works for everyone involved. Mills feels the list should reside with Rebecca, who works in Educational Services and does the curriculum side for the department. There was additional discussion concerning equivalencies and where those requests should reside. Each college needs to reaffirm who is serving as the District Facilitator. Campo will update the list she currently has and send out to Floerke and Sellick for their updates.

- BPAP3950 Naming of Facilities, Events, and Programs. Information Item (Pyle)

Policy brought forward by district legal counsel at last DAS meeting to be discussed and voted on by the three academic senates. Discussed at MVAS and NAS. Sellick made several updates. Since modifications were presented on a Sunday night it did not give the 72 hours notice needed for her to send out to the senates. After going to the Faculty Association on Tuesday they were very concerned about the Coil School of the Arts had no faculty addressing the naming of the building. Sellick suggested contacting Charlie Richard or Kevin Mayse, he believes they were involved. Pyle stated that Richard is currently on the Naming committee. Sellick will contact Richard to see if he was on the committee at the time the building was named. Johnson thought the concern might be the school is a school of Music not the School of the Arts.

VII. New Business

- RCCDAS Resolution 2018-01 Naming of Academic Programs. Action Item. (Campo). Campo would like each senate to read the Resolution.

Sellick finds this resolution purposeless. As far as problematic, Sellick asked if this policy has changed. The senate has to approve the naming, if there is an Academic program involved the discipline facilitator becomes part of the committee. Pyle and Floerke both mentioned there is no development to the program, the program already exists. Pyle felt the people who would have the best insight about this are the faculty within the division. Pyle thought the revisions Sellick made were fine. Campos' concern that we are saying we are not relying exclusively on faculty purview to name a program. Pyle said this isn't the naming of the Academic Program it is just adding the name of the donor to the program.

Pyle said we want to capture the breadth and depth of the naming of the program, not the substance of the program. If the faculty don't agree with the choice of the name the faculty can veto the naming. Ultimately the board makes the decision. The board knows the faculty are very knowledgeable of their areas and why a certain donation would be made to said department/division/building.

- BPAP3950 Naming of Facilities, Events, and Programs. Discussion Item. (Sellick)

Modified version of BPAP3950 approved unanimously by the RCCAS.

Forward item B to NC and MVC senate for approval. Sellick said RCC's senate has already approved the changes. Pyle said once he hears from the senate he will need to forward to the other contingences involved and go through all stakeholders.

- BPAP3950 Naming of Facilities, Events, and Non-Academic Programs. Discussion Item. (Campo)

Continued discussion of a modification of counsel's BPAP3950 for consideration.

- Request for Inclusion of SLO's from CurricUNET Meta onto Canvas. Discussion Item. (Campo)

There was a great deal of discussion concerning the possibility of uploading SLOs from CurricUNET Meta into Canvas for assessment purposes. Sellick thought Grey and Adams could reach out to faculty and see if a retreat could be scheduled to discuss the possibilities. Johnson said there are concerns in Math if SLO's are changed now will this be a problem for Accreditation. Floerke thought that TracDAT keeps an archived list of all SLO's and when they were assessed. Campo said she will request that the information concerning the possibility of uploading SLO's be sent to Floerke and Sellick for review.

VIII. College and Liaison Reports

- Moreno Valley College – Jennifer Floerke

- MVC is making headway with Guided Pathways through regular workgroup meetings that include faculty, staff, students and administrators.
- On Nov. 16th at 1 pm the ADJ discipline will be hosting a SWAT team demonstration at BCTC. The demonstration is open to the public.
- Dr. Nollette, professor of EMS at BCTC received a Lifetime Achievement Award at the National Association of EMS Educators Annual Symposium and Trade Show. There have only ever been nine such awards presented.
- Art Professor, Amy Balent was invited to show her painting “Later” at the Arts Club of Washington DC. Her work was selected to be part of an installation celebration the career of William Woodard, professor at GWU. She is a former student of his and was honored to be a part of the prestigious event.
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- Norco College – Peggy Campo
- NC is hosting a Harvest event at the end of the month.
- There is an upcoming part-time hiring event.
- NC has several initiatives in the process right now: Dual Enrollment, Photonics, Prison, and Veterans initiatives.
- Riverside City College – Mark Sellick
- RCC recently held there Fall Strategic Planning meeting. There was good attendance. The SPC process and how it connects to Accreditation was explained and good discussion was held.
- DBAC meetings have been meeting regularly to discuss the new funding formula for the colleges.
- RCC has also held a Faculty prioritization meeting.
- RCCD Faculty Association- None

IX.	Open Hearing - None
X.	Adjourn 4:55 pm

Next meeting Monday, November 26, 2018

Riverside Community College District District Academic Senate

Monday, September 24, 2018
District Office, 3801 Market St. Riverside, CA, Room D334
3:00-5:00 PM

Link: District Academic Senate Web Page

3:00 I. Call to Order

II Approval of the Agenda

III. Approval of the Minutes: May 30, 2018

3:15 IV. Administrative Reports

- Chancellor's Report (Isaac)
- Vice-Chancellor of Academic Affairs (Mills)

3:30 V. Committee and Liaison Reports

- A. Associate Faculty
- B. Curriculum (Johnson)
- C. District Program Review (Grey)
- D. Professional Growth & Sabbatical Leave (TBD)
- E. District Study Abroad (Campo)

4:00 VI. Ongoing Business

4:00 VII. New Business

- BPAP4230 Revision: Grading and Academic Records Symbols. Discussion Item (Pyles)
- BPAP3950 Revision: Naming of Facilities. Discussion Item (Pyles)
- Discipline Facilitator List 2018-2019. Discussion Item. (Campo)

4:35 VIII. College and Liaison Reports

- Moreno Valley College – Jennifer Floerke
- Norco College – Peggy Campo
- Riverside City College – Mark Sellick
- RCCD Faculty Association-

4:50	IX.	Open Hearing
5:00	X.	Adjourn

Next meeting Monday, October 22, 2018

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
Monday, September 24, 2018**

Minutes

The meeting of the Riverside Community College District Academic Senate was called to order by Senate member, Dr. Peggy Campo at 3:09 p.m. at the RCCD District Office, Room 334A, 3801 Market Street, Riverside, CA 92501.

Members Present:

Quinton Bemiller
Peggy Campo
Jennifer Floerke
Brian Johnson
Susan Mills
Patrick Pyle
Mark Sellick
Rhonda Taube

Staff Present:

Michelle Davila

- **Call to Order**

- **Approval of the Agenda** – Sellick/Floerke moved to approve the agenda of the RCCD Senate meeting dated September 24, 2018. Motion carried (3 ayes)

- **Approval of the Minutes** – Sellick/Floerke moved to approve the minutes of May 30, 2018. Motion carried (3 ayes)

- **Administrative Reports**

- **Chancellor (Mills for Isaac)** - Susan said we are moving ahead with the Region 9 Guided Pathways Summit. We have a meeting on October 17th for planning. The District received a grant to assist with the planning and the summit. The summit will be February 28th and March 1st.

- **Vice-Chancellor of Academic Affairs (Mills)** – Susan inquired about the BOT monthly planning calendar item that reads: Faculty Emeriti – month of October. Mark said it might be the case that people are requesting to be Emeritus status. Mark also mentioned that October 31st it is the deadline for full Professorship. Peggy suggested that the Faculty Emeriti and Full Professorship be combined and the deadline for both be October 31st.

Mark thought we may want to look at those who retired in the summer. He mentioned David Nelson and Charlie Wyckoff retired after June. Peggy believes it is simply a recognition on the board report, no presentation is made. Mark said there isn't a formal form for Emeriti status as well as Rank of Professor. Mark volunteered to work on a form for Emeriti status and Rank of Professor.

Peggy mentioned we need to look at the faculty retired at the end of spring or summer and ensure they are recognized. Mark thought the May board meeting would be a good time to recognize those retiring since the meeting is prior to graduation.

- **Committee and Liaison Reports**

- **Associate Faculty** – no report

- **Curriculum – (Johnson)** – The Math discipline is currently working on AB705 support courses. Brian said one of the changes this fall is all course outlines submitted must have the objectives fields completed. The objectives line in the past wasn't always a completed.

Due to early enrollment for fall 2019 the committee would like to have the catalog out in March. If a course needs to be in the catalog then it must be submitted to the committee by December.

Mark asked if there were or are any AB705 issues. Brian said not at this point. Peggy asked Brian how to handle courses that have pre-requisites for Math that no longer exist. Brian spoke with Bob Prior concerning this issue. Bob said the pre-requisites need to stay with the course. Peggy inquired would the student be blocked in the system if the pre-requisite is an old Math course that is no longer valid? Brian said the removal of a pre-requisite is a major modification. Currently Moreno Valley is looking at doing major modifications with English pre-requisites and objectives submitting them together to the committee.

- **District Program Review** – no report

Peggy said program review and the process is done differently at each college. Alexis Marquis, from Moreno Valley is the new Program Review liaison for the senate. Mark felt the finalized District Strategic Plan could help drive the program review documents/process.

- **Professional Growth & Sabbatical Leave (PG&SL)**

There was a lengthy discussion regarding the PGSL committee approval process. There was an issue concerning faculty who have been approved to start an educational program but they must enroll in specific courses before the PGSL meets to approve the courses. There were four faculty

members who were not approved for their courses due to the PGSL committee not meeting until after these programs began. The committee denied credits due to fact that these courses started prior to the committee meeting. This means those credits are lost along with a step advancement. The DAS will submit suggested language to modify AP7160 to properly address the needs of the faculty and bring forward to the Chancellor for review.

Additionally, the thought is for the district to pay PGSL committee members when there is a need to meet outside the academic calendar to review completed requests. Once the request is submitted to Educational Services PGSL must meet to discuss the requests.

Motion to amend the decision of the PGSL committee for the four faculty members that submitted the PGSL requests before the submission deadline be credited units completed between the time of submission and the committee meeting. The District Academic Senate will consider all preceding cases on a case by case basis. Sellick/Campo Motion carried (3 ayes)

- **District Study Abroad (Campo) –**

Study abroad had a meeting last Thursday. Peggy was unable to attend the meeting. However, Rhonda attended the meeting provided an update:

- Study Abroad will be offering one program in the summer considered to be a Travel Abroad to Egypt. This Travel Abroad will be used as a fundraiser for the students.
- The Study Abroad Program for spring 2019 will be in Barcelona Spain.
- Chancellor Isaac is concerned about the stipend that has been/is being paid to the participating faculty in the Study Abroad Program. The thought/suggestion is to pay faculty a \$100 a week which is approximately \$1200 for the length of the program. The stipend is typically used for shipping books, international phone plan, and teaching preparation. The final decision has not been made, there will be continued discussion.

Mark asked about term limits on the Study Abroad committee. There are no term limits for the committee.

- **Ongoing Business** – no report

- **New Business**

- **BPAP 4230 Revision (Pyle)** – This revision is mandated Title 5. EW symbol, and military withdrawals. Discussion on how will the EW affect the system. Mark said this technically this exist as already exists under the extenuating circumstances form a student can submit. Does the EW mean we get to keep the

FTEs. Patrick said he doesn't know if we keep the FTEs, however this is a requirement under Title 5. There was a brief discussion about the current process extenuating circumstances/hardship form. Mark will get the form from A&R to send out to DAS. Patrick said our internal process will remain the same. The BPAP will be brought back to each senate for review and forwarded to DAS for final review/approval.

- **BPAP 3950 Revision (Pyle)** – The senate and faculty are concerned about the revisions. How will non-academic vs. academic programs be addressed. There was discussion on how the policy could be revised. Patrick said he would revise BPAP 3950 and send out the senate president's for their review once again. The revisions will be brought back to each senate for review at their next senate meeting.
- **Discipline Facilitator List 2018-2019 Discussion item (Campo)** - The list has not been updated for years. The District doesn't really recognize the discipline; would discipline facilitator be best served by department chairs? After discussion it was agreed that there is a need for a discipline facilitator. Peggy will send out the list to all disciplines asking for updates. Once received it will then be brought back to the senate for approval. Quinten thought the discipline facilitators list should be posted on the curriculum website (CurricUNET). Heather Edberg and/or Steven Schmidt must receive the information in order to have it posted on the website.

- **College and Liaison Reports**

Motion to move agenda item VIII.d (RCCD Faculty Association) before Moreno Valley College Report. Sellick/Campo Motion carried (3 ayes)

- **RCCD Faculty Association (Taube)**
- The Association is working diligently on the elections informing the college and community members on the subject of the candidates.
- Rhonda is working on an MOU for the Association addressing the Employee Assistance information. They are requesting the removal of the word "consecutive" for bereavement.
- Rhonda reported once a month a faculty member will be highlighted for the Faculty Association newsletter. They will alternate colleges. If you have faculty in mind for such a highlight please send her the name(s).
- Working to bring forward to each senate a resolution in support of maintaining our academic standards.
- Peggy said it is very important to become a member of the Association in light of the Janus decision. Solidarity is very important.

- **Moreno Valley College – (Floerke)**

- Continued their work on the integrated strategic plan and the guided pathway plan.

Motion made to suspend the rules. Sellick/Campo Motion carried (3 ayes)

Motion to bring the rules back into session Sellick/Campo Motion carried (3 ayes)

Motion to extend meeting for 15 minutes Sellick/Campo Motion carried (3 ayes)

- **Norco College – (Campo)**

- Peggy sent out an email regarding the Photonics Planning meeting on September 27, 2018.

- **Riverside City College – (Sellick)**

- RCC continues to meet regularly on the Guided Pathways Program.
- RCC continues to have resource allocations meetings with their Leadership Council.
- No RCC Senate business to discuss at this time.

- **Open Hearing - none**

- **Adjourned – 5:05 p.m.**

Riverside Community College District District Academic Senate

Wednesday, May 30, 2018
Downtown Riverside District Offices, Conference Room 334A
3:00-5:00 PM

Spring 2018 Meeting Dates: 2/26/18, 3/26/18, 4/23/18, and 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: April 23, 2018**
- 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)
- 3:40 VI. **Ongoing Business**
 - A. AP 7120c Clarification
 - B. Curriculum Process
 - C. Accreditation Standards Clarification/College Reports
 - D. Educational Assistance Positions **Action Item**
- 4:10 VII. **New Business**
 - A. Canvas Shell for All Courses Taught at Norco College
- 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**

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Riverside Community College District District Academic Senate

Monday, April 23, 2018
Downtown Riverside District Offices, Conference Room 334A
3:00-5:00 PM

Spring 2018 Meeting Dates: 2/26/18, 3/26/18, 4/23/18, and 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: March 26, 2018**
- 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)
- 3:40 VI. **Ongoing Business**
 - A. AP 7120b update
 - B. Curriculum Process Local Versus District
 - C. Accreditation Standards Clarification/College Reports
- 4:10 VII. **New Business**
- 4:35 VIII. **College and Liaison Reports**
 - a. Moreno Valley College – LaTonya Parker
 - b. Norco College – Peggy Campo
 - c. Riverside City College – Mark Sellick
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Riverside Community College District District Academic Senate

Monday, March 26, 2018
Downtown Riverside District Offices, Conference Room 334A
3:00-5:00 PM

Spring 2018 Meeting Dates: 2/26/18, 3/26/18, 4/23/18, and 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: February 26, 2018**
- 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)
- 3:40 VI. **Ongoing Business**
 - A. 58th Distinguished Faculty Lecturer Updates
 - B. Sabbaticals – P. Campo
 - C. Salary Reclassification –Course(s) Approval & Resubmission for Approval Process (Regulations for Board Policy 3080, Faculty Professional Growth)
 - D. Resolution in Support of Riverside Community College District Joining Online Education Initiative [Resolution Doc.](#)
- 4:10 VII. **New Business**
 - A. Addressing Mental Health Issues
 - B. Functional Map Committee
 - C. Administrative Procedure 2712 [AP 2712 Conflict of Interest Code Doc.](#)
 - D. Faculty Association Memorandum of Understanding – Improvement of Instruction [MOU Doc.](#)
- 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
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**Riverside Community College District
District Academic Senate
Monday, March 26, 2018**

Minutes

The meeting of the Riverside Community College District Academic Senate was called to order by Senate member, Dr. LaTonya Parker at 3:08 p.m. at the RCCD District Office, Room 334A, 3801 Market Street, Riverside, CA 92501.

Members Present:

Peggy Campo
Wolde-Ab Isaac
LaTonya Parker
Ann Pfeifle
Mark Sellick
Fernando Valero

Staff Present:

Jeanie Fortin

I. Call to Order

II. Approval of the Agenda – Sellick/Campo moved to approve the agenda of the RCCD Senate meeting dated March 26, 2018. Motion carried (3 ayes)

III. Approval of the Minutes – Campo/Sellick moved to approve the minutes of February 26, 2018. Motion carried (3 ayes)

IV. Chancellor's Report

- District has sent a letter of support for SB 1009; the District would collect apportionment funding for tutoring students in all subject areas.
- AB 705 – accurate placement of students entering community college from high school, reducing the number of students being placed in remedial courses. Will need serious discussion on the level of support offered to students. P. Campo asked that ESL and Reading faculty be included in the planning.
- March 15th – college presidents, VP of Academic Affairs met with College Futures to discuss regional guided pathways. College Futures has agreed to support a planning grant and funds for implementation.
- Enrollment – District will provide service and support to the colleges regarding enrollment. System will be created to make student registration seamless across all three colleges. Tracking system to capture students who have completed the degree and/or certificate requirements.
- Washington, D.C. – Congress has passed a \$1.3 trillion spending bill where more than \$3.9 billion to go to the Department of Education.
- Dr. Isaac has been enjoying his college visits where he meets with faculty, staff and students.

V. Committee and Liaison Reports

A. Associate Faculty – no report

B. Curriculum – (Ann Pfeifle) – Moving forward with sorting materials as it comes through with inclusions and exclusions in the catalog. Goal is to produce catalogs earlier to attract more students. Frustrated with META; suggested to work with C. Blackmore for possible integration with EduNav. Need to create more State approved programs that offer livable wages, but keep in mind budget implications and must match the District Strategic Plan. The Work Experience program has an issue regarding the submittal of district versus State approved courses and hours. Looking into how it effects faculty service hours, faculty load and repeatability.

C. District Program Review – no report

D. Professional Growth & Sabbatical Leave (PG&SL) (TBD) – no report

VI. Ongoing Business

A. 58th Distinguished Faculty Lecturer Updates

Ann Pfeifle has been chosen as this year's distinguished faculty lecturer and is looking forward to the opportunity.

B. Sabbaticals –It was questioned the purpose behind the bond required for those on sabbatical leave. Possibly protecting the District in the event the faculty accepts another position before returning from sabbatical leave. Dr. Isaac would like the process changed to access how the sabbatical leave will help the college/district. M. Sellick would like to see a more rigorous process in approving the leaves. Not all three colleges have the same process. Suggested each candidate give a presentation on their proposal and another when they return on what they accomplished.

C. Salary Reclassification-Course(s) Approval & Resubmission for Approval Process (Regulations for Board Policy 3080, Faculty Professional Growth) – Correction AP 7160A – Salary Reclassification – Need to revisit the process for salary advancement. Somehow the submitted plan needs to be reviewed to verify the faculty's actual plan was completed before advancement. The process should have the capability of being completed online. PG&SL Committee should follow-up on this issue.

D. Resolution in Support of Riverside Community College District Joining Online Education Initiative –Resolution supporting the online education initiative was reviewed. Discussion continued regarding the actual need, since funds will not be withheld without the resolution. M. Sellick to rescind the resolution in support of participating in this years cohort of the OEI course exchange.

VII. New Business

- A. Addressing Mental Health Issues** – A committee has been formed and has met to address safety concerns and the communication process regarding safety incidents. The safety aspect will be directed through Student Services and communication through Vice Presidents, Police and HR.
- B. Functional Map Committee** - Committee not meeting regularly. Decided to wait until the District Strategic Plan is rewritten. If written appropriately, will run itself.
- C. Administrative Procedure 2712** – Revised list of positions was approved. List was rejected at recent Cabinet meeting. Will be revised and sent out again for approval.
- D. Faculty Association Memorandum of Understanding – Improvement of Instruction** – CTA has an approved MOU regarding the involvement of the Senate and Faculty Association when a faculty member wants to change his/her improvement of instruction (IOI) administrator.

VIII. College and Liaison Reports

- a. Moreno Valley College – LaTonya Parker**
 - Endorsed the guided pathway plan
 - Commencement notifications have been sent out. Keynote speaker has been selected.
- b. Norco College – Peggy Campo**
 - Approved guided pathway plan
 - In process of accreditation, updating master plan, education and strategic plan
 - Huge college reorganizational process going on. Senate has been involved in discussions of the upcoming changes.
 - Meeting on Wednesday to discuss implementation of AB705. Are checking with General Counsel on the legal implications.
- c. Riverside City College – Mark Sellick**
 - Approved the guided pathway implementation plan.
- d. RCCD Faculty Association**
 - Faculty Association has been invited to attend our meeting, as well as, LaTonya has been invited to attend theirs.
- e. District Administration**

IX. Open Hearing

X. Adjourned – 5:05 p.m.

Riverside Community College District
District Academic Senate
Monday, February 26, 2017
Downtown Riverside District Offices, Conference Room 334A
3:00-5:00 PM

2017-2018 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: October 23, 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. Administrative Procedure (AP) 7120b
 - B. Board of Trustees Committee Restructuring and Local Senates Responsibilities
 - C. Online Education Initiative/OER/CANVAS - Resolution
 - D. 58th Distinguished Faculty Lecturer Update
 - May 3 — Presentation at Moreno Valley College, 12:50 pm (SAS 121)
 - May 8 — Presentation at Norco College, 12:50 pm (Board Room in Davis Center)
 - May 10 — Presentation at Riverside College, 12:50 pm (DL Auditorium)
 - E. Part-Time Local Senate Representative Voting Process
- 4:10 VII. New Business**
 - A. High School Concurrent Enrollment / Resolution
 - B. Marginalized Students
- 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
District Academic Senate
Minutes for Monday, February 26, 2018**

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:

Quinton Bemiller
Peggy Campo
Wolde-Ab Isaac
Fernando Nahon
LaTonya Parker
Ann Pfeifle
Mark Sellick
Mario Vega

Staff Present:

Heidi Gonsier

I. Call to Order

II. Approval of the Agenda - Campo/Sellick moved to approve the agenda of the RCCD Senate meeting dated February 26, 2018. Motion carried. (3 ayes)

III. Approval of the Minutes: Campo/Sellick moved to approve the minutes of October 23, 2017. Motion carried. (3 ayes)

IV. Chancellor's Report

- On target to revamp technology for IT; process of creating a shared governance team to navigate and position IT (after strategic planning service).
- Safety is a high priority; major concern to find ways of mitigating impact at campuses. There is a request for safety department (Mike Simmons & Chief Gunzel) to prepare a proposal for a rapid response electronic system. The proposal will go to District Safety Committee as soon as possible; with training to be provided at all facilities. P. Campo asked about safety and police; if police will return to the department of Educational Services. Dr. Isaac said placement will be reviewed.
- New funding model; performance is more in absolute numbers. When data is put in model; close to thirty-three million short. Not capturing our own successes. 30-40% are not being captured; not applying for degrees. Should be automatic and set up this way.
- Board committee meetings; do not reflect what occurs at the colleges. Will tie in report system to accreditation standards. Each committee will be connected to the standards. The college presidents will provide an accreditation update at the

April Board/Teaching and Learning committee meeting. Norco and Riverside have completed three of the guided pathways. Function map will show the degree of alignment between District and colleges. An update on the District strategic plan will be provided at the May Board/Committee meeting. No governance date as of yet. Methodology and scope will need to be presented. Student advising is part of the impact.

V. Committee and Liaison Reports

A. Associate Faculty - no report

B. Curriculum (Ann Pfeifle) – Moving forward with implementation of META; Programs are not offered online; currently have Colleague and Catalog. Not a complete District comprehensive list. No programs in curriculum database. Dr. Isaac said we have the guided pathways structure. A lot of planning underway, need to be assured it will occur. Should have a master list for the District. For CSU transfers, will be negotiated between departments. Need to create more transfer paths. Transfer rate will double in five years. Would like students from colleges to be more successful who transfer. Would also like senates to speed up the path of guided pathway. Dr. Isaac said clarification is needed in relation to the overall District mission. A. Pfeifle said Heather Edberg's group will need to enter programs. Need one year to guide process.

C. District Program Review (TBD) – no report

D. Professional Growth & Sabbatical Leave (PG&SL) (TBD)
no report

VI. Ongoing Business

A. Administrative Procedure (AP) 7120b – M. Sellick discussed the Principal Human Resources analyst position; the required, minimum qualifications are being reviewed. This position would require that stakeholders would have a role in the hiring. RCC Senate reviewed 7120B. A faculty member had concerns with staff in her area being resistant to the idea of the job description being formulated in a way that requires additional training. RCC Senate agreed that CSEA review the position regarding the process; faculty need to provide input in the process. 7120B should mirror 7120A. M. Sellick will follow-up with G. Segura and send update to P. Campo and L. Parker.

7120A was passed last year by the three senates and needs to be posted to the web site; there is no process in place. Needs to go to Executive Cabinet for approval.

B. Board of Trustees Committee Restructuring and Local Senates Responsibilities –

L. Parker provided a handout regarding senate's response to committee restructuring. M. Sellick said leadership council structure is set up according to accreditation standards; M. Sellick will provide the Leadership Council structure to P. Campo and L. Parker for review. Dr. Isaac offered to sponsor a senate retreat to discuss the structure issues.

C. Online Education Initiative/OER/CANVAS – Resolution

L. Parker forwarded to R. Regino for review. Will require senate support. M. Sellick suggested writing a resolution, currently at stage two. Reaffirm what senate is already doing. Dr. Isaac suggested the resolution should include a cut-off date from Blackboard to Canvas. All courses will be in Canvas by Fall 2018. Deadline is March 26, M. Sellick and L. Parker will prepare a draft (self-assessment resolution) prior to the next Senate meeting.

D. 58th Distinguished Faculty Lecturer Update

Venue discussed. Request was submitted to use the Coil Center. There are conflicts with music performances. Dr. Isaac suggested using the CAADO rooftop.

- **May 3 — Presentation at Moreno Valley College, 12:50 pm (SAS 121)**
- **May 8 — Presentation at Norco College, 12:50 pm (Board Room in Davis Center)**
- **May 10 — Presentation at Riverside College, 12:50 pm (DL Auditorium)**

E. Part-Time Local Senate Representative Voting Process – reminder of payment form (faculty being paid for their service by their local senate).

VII. New Business

- A. High School Concurrent Enrollment / Resolution** (from Faculty Association) – L. Parker said Faculty Association is seeking support for Senate to write a resolution. M. Sellick suggested faculty association write the resolution.
- B. Marginalized Students** – P. Campo discussed DACA and marginalized students. Need to provide a united front supporting students who feel marginalized. Would like to prepare a resolution; reaffirming district's values. Dr. Isaac suggested team of shared governance committee, including a student committee. Team would be able to present to Chancellor – then to Board of Trustees.

VIII. College and Liaison Reports

a. Moreno Valley College – LaTonya Parker

- 1st meeting on March 5
- Continuing plans for diversity summit on April 27
- English collaborative on March 1
- Flex day was a success
- Looking at development of integrative strategic plan, vision of success

b. Norco College – Peggy Campo

- 1st meeting today
- Discussion regarding safety notifications
Faculty are concerned with lack of communication, very fearful. How much information is too little. Students were also very concerned and upset. Need accurate information.

c. Riverside City College – Mark Sellick

- Will be presenting on Monday – rationale on initiatives/Guided Pathways
- Chip West will discuss safety

d. RCCD Faculty Association

e. District Administration

IX. Open Hearing

X. Adjourned – 4:50 p.m.

**Riverside Community College District
District Academic Senate
May 30, 2018**

Minutes

The meeting of the Riverside Community College District Academic Senate was called to order by Senate president, Dr. LaTonya Parker at 3:28 p.m. at the RCCD District Office, Room 334A, 3801 Market Street, Riverside, CA 92501.

Members Present:

Peggy Campo
LaTonya Parker
Mark Sellick
Jennifer Floerke
Ann Pfeifle
Fernando Valero
Chancellor Isaac

Staff Present:

Heidi Gonsier

Call to Order

- **Approval of the Agenda** – Sellick/Campo moved to approve the agenda of the RCCD Senate meeting dated May 30, 2018. Motion carried (3 ayes)

- **Approval of the Minutes** – Sellick/Campo moved to approve the minutes of April 23, 2018. Motion carried (3 ayes)

- **Chancellor's Report**
 - New Programs at the District level; budget allocation will be connected to the plan.
 - Discussion regarding approvals through District Strategic Plan.

 - Upcoming curriculum institute; several Educational Services staff will attend.
 - Dr. Regino will be retiring.
 - Current positions being recruited; Dean of Grants, OED position
 - Committed to scaling up of Guided Pathways

- **Committee and Liaison Reports**

- **Associate Faculty** – no report

- **Curriculum – (Ann Pfeifle)** – There is a need to re-evaluate the reassigned time for tech review chair; would need to be requested via Faculty Association. Perhaps a stipend or MOU can be arranged. Need to have a back-up in place. Dr. Isaac stated that the issue can be brought to the Vice Chancellor of Educational Services; can provide two years of re-assigned time. Dr. Isaac will work with Dr. Mills to provide re-assigned time; Faculty Association should be involved. Expectations for position should be clearly stated.

- **District Program Review** – no report

- **Professional Growth & Sabbatical Leave (PG&SL) (TBD)** – no report

- **Ongoing Business**

A. AP 1720c Clarification – P. Campo asked the following questions regarding searches/hiring. Two candidates were forwarded as finalists. Both were offered and declined position. Human Resources instructed hiring committee to go forward with 3rd and 4th candidates, although these individuals were not sent forward originally. Questions regarding the policy and the definition of extension or prolonging the recruitment. L. Parker suggested there be clarification on the policy and operational guidelines.

B. Curriculum Process – P. Campo discussed the last District Enrollment Management workgroup/One-Year Scheduling. Will be enrolling for 2020, in October 2019. Need to insure that all the curricular steps and year round scheduling are synchronized; a timeline is created. Steps need to be streamlined.

C. Educational Assistance Positions
 Applicants unanimously approved:

Moreno Valley College

Sheryl Honore
Sperry Macnaughton
Frankie Moore
Jennifer Escobar
Stephen Wagner
Abel Sanchez

Norco

Quintin Bemiller

James Finley (2)

Riverside City College

Mark Hanes

Rita Chenowith

Charlie Richard

Kathy Kelly

Sherie Richards

- New Business

- A. Canvas Shell for All Courses Taught at Norco College**

- P. Campo stated the Norco College Academic Senate is requesting that all courses be provided a canvas shell. The faculty at Norco feel the provision of shells is similar to being provided an email address. Once the district is switched entirely over to Canvas, will bring back for approval.

- College and Liaison Reports

- **Moreno Valley College – LaTonya Parker**

- New academic senate members
Diversity Summit April 22, 2018
UCR Summit May 11, 2018
Leadership Institute June 13-18, 2018

- b. Norco College – Peggy Campo**

- c. Riverside City College – Mark Sellick**

- d. RCCD Faculty Association**

- e. District Administration**

VIII. Open Hearing

IX. Adjourned – 5:01 p.m.