

**Riverside City College Academic Senate Meeting  
September 11<sup>th</sup>, 2017 - 3:00-5:00pm - Hall of Fame**

I. **Call to Order** – 3:05pm

II. **Roll Call**

***Academic Senators and Representatives***

President: Mark Sellick

Vice President: Kevin Mayse

Secretary-Treasurer: Mary Legner

***Departments:***

Applied Technology: Stephen Kennedy

Art: Rhonda Taube

Behavioral Science: Marc Wolpoff

Business Admin/IST: Mark Lehr

Chemistry: Daniel Bernier

Communication Studies: Micherri Wiggs

Cosmetology: Peter Westbrook (not present)

Counseling: Scott Brown

Dance and Theatre: Jodi Julian

Early Childhood Education: Debbie Whitaker

Economics/Geography/Political Science: Ward Schinke

English: Tammy Kearn

History/Humanities/Philosophy: Rom Masterson

Kinesiology: Jim McCarron

Library: Linda Braiman

Life Sciences: Virginia (Ginger) White

Math: John Grenfell

Music: Kevin Mayse

Nursing: Lee Nelson

Physical Science: James Cheney

World Languages: Dorothy Gaylor

***Associate Faculty Senator:*** Mark Carpenter

***Ex-Officio Senators:***

EPOC: Kathleen Sell

ASC: *vacant*

IE Representative: Debbie Cazares (not present)

RDAS: Paul O'Connell (not present)

SAS: Eddie Perez (not present)

Curriculum: Greg Burchett (not present)

***Faculty Association:*** Rhonda Taube

***Administrative Representatives:***

College President: Wolde-Ab Isaac

***ASRCC Representative:***

Student: *vacant*

ASRCC Senate: *vacant*

***Guests:***

Chip West: Director, Facilities, Maintenance and Op.

Wendy McKeen, Chemistry

Sal Soto, Counseling

FeRita Carter, Student Services

Hayly Ashby, Library/Assessment

Daniel Slota, Outreach Librarian  
**Recorder of Minutes:** Amanda Vazquez

**III. Approval of Agenda:**

- Motion to approve: by consent

**IV. Officer and Liaison Reports**

**A. President (Sellick)**

- Attended Curriculum Institute with several other faculty. The main theme of the meeting regarded how curriculum decisions are being moved from to the local level.
- Provided update on strategic planning and noted that RCC is currently ahead on Pathways, something the state is adopting.
- Fall Plenary for ASCCC is November 2<sup>nd</sup>-4<sup>th</sup>. Please RSVP to Sellick, Legner, or Mayse if you wish to attend. You do have the option to attend on Saturday only.
- Faculty Association is urging members to support point and click for Housing Solution in regards to DACA.
- Board of Trustees did not meet in July. The next meeting will be held on Tuesday. Chancellor Burke is retiring December of this year. Sellick will be a member of the Search Committee.
- ACCT will be the search firm
- Budget for RCCD will be approved in the next board meeting. Conservative budget at district level.
- COLA has been added this year
- Bookstore RFP will be addressed at district level. It will be made sure that enforceable sanctions will be included in the new contract for the bookstore.
- ATM vendor will be decided on at district level. Open to hear any preferred vendors to consider during the potential change.
- HR director finalists have been decided and pushed forward to Terri Hampton, who will notify once selected.
- Dr. Farrar is leading Team B for Strategic Planning. Sellick is working on the external scan with VP Jones from Moreno Valley.
- LaTonya Parker is now acting as District Academic Senate President.
- District Enrollment Management Committee needs an Academic Senate representative. Meetings are held Thursdays and it is important that we have good representation.
- (*Braiman*) Introduction for Daniel Slota, new hire as Outreach Librarian.
- Education Plan Oversight Committee met last Thursday to address suggested changes to the Strategic Plan.
- Hiring process will be further addressed by Dr. Isaac
- Sellick will be attending meetings on Wednesday mornings to work on accreditation matters.

**B. Vice President (Mayse)**

*-no report*

**C. Secretary-Treasurer (Legner)**

- Membership cards from ASCCC are now available for senators.
- Faculty Recognition Committee Form is available and will be sent out via email.
- *A moment of silence held for those lost on September 11<sup>th</sup> and the current hurricane disaster victims.*

**D. College President (Isaac)**

- Over 150 Faculty were in attendance at Fall Flex, making for a very good turnout.
- Budget sustainability and enrollment management needs to be further

addressed.

- Welcome Day for students had more than 1,600 students attend and was successfully enjoyed by both students and parents.

- Disappointment in the Faculty hiring prioritization has been expressed. However, given that few proposals aligned with the expectations (e.g., articulated pathways, aligned with the educational master plan), Isaac tried to be fair regarding allocations.

- Leaders in Guided Pathways have been established but more resources are necessary in order to continue. A clearer plan will be shared in the future.

- September 17<sup>th</sup> and 19<sup>th</sup> is the delegation of RCC Guided Pathways. Norco and RCC have been selected as one of the twenty. Additional attendees can be added and Moreno Valley will be included as well.

- Last week the College Promise was held in Sacramento. State Chancellor Oakley and company are hoping to soon launch the College Promise. The BOG waiver is looking to be renamed the "College Promise Grant". RCC had the largest contribution of approximately 1,037 students. Thank you for everyone's input in getting RCC to the forefront.

- Dr. Mills and Isaac will be presenting RCC Guided Pathways for the College Promise at the meeting in Las Vegas as well as at the Board of Trustees meeting being held in October.

- During Fall Flex presentation the budget was presented. 85.6% for salary and benefits, now closer to 88% due to new hires to replace "Golden Handshake" retirees. Senators and Department Chairs should be mindful of their budgets.

**E. Vice President of Academic Affairs** (*Mills on behalf of Farrar*)

- Dr. Farrar sends her apologies for being unable to attend today's meeting.

- RCC is 7% below target

- September 22<sup>nd</sup> is the Basic Skills/College Readiness summit from 8am-12pm in Bradshaw Hall of Fame.

- September 29<sup>th</sup> is the Department Chair Meeting. Location to be determined. First half of meeting is planning; second half of meeting is addressing.

- October 27<sup>th</sup> is the Strategic Planning Retreat.

- November 3<sup>rd</sup> Joint Councils meeting from 9am-11am. This is an informational meeting to bring up questions

- Dean of Grants application is closed, hopefully a selection will be made soon.

- Substitutes have been approved for Math and English during their basic skills retreat.

**F. ASRCC Representative** (*vacant*)

- no report

**V. Council and Curriculum Reports**

**A. EPOC and ASC** (*Sell*)

- During the retreat changes for each council member was discussed. Major work group priorities should be addressed as well as adjustments to the committee structure to avoid duplication. A proposal is on its way.

- Please encourage faculty to attend the College Readiness retreat. Everyone will be in one space to discuss multiple initiatives.

- Retreat on September 23<sup>rd</sup> will be working on a better way to prioritize hiring. Clear communication and a more accessible website will also be addressed. We will be looking at how to avoid duplication of efforts. A newsletter will go out at the end of this month. (*White*) Program review is working on changes for the hiring process.

**VI. New Business**

**A. Choice of RCC Parliament (Sellick)**

- Motion to nominate Lee Nelson for RCC Parliament 2017-2018: M/Mayse S/Soto –by consent

**B. Discussion of changes to Council Committee Structure (Sell)**

- Council and Committee handout was provided and discussed.
- IE: would like a name change and an additional group for governance. Should be brought together for clearer communication.
- SAS and ACTPIS: Triple S, Basic Skills, and additional grants are being pulled under the same umbrella. Equity is more than a grant. Guided Pathways group and other faculty members brought together to monitor the College Promise.
- Scaffolding for Pathways needs to be created.
- Basic Skills/College Readiness must continue.
- Adult education needs to be revived.
- McCarron would like to be able to bring a copy to division with contact information and address.
- “Welcome Back” has a link showing when committees meet.
- Motion to discuss governance committee and changes to structure at next meeting: M/Carpenter S/Lehr C/-by majority with the exception of Kennedy, Schinke, Julian, Mayse, Brown.
- Motion to accept changes to the structure: Consent by all with the exception of Wiggs; abstained by Carpenter and Gaylor.

**C. Discussion and consideration of proposed reporting forms and proposed sanctioning guidelines. (Carter/Sellick)**

- The RCCAS will consider changes made by the Vice President of Student Services to the forms for student conduct and behavioral intervention.
- The form will be a fillable PDF and locked from edits once submitted. It should be addressed as to whether or not vaping will be included with no smoking on campus policy.
- Patrick Pyle suggested having a blank fillable form for conduct, which would need to go to all three departments. Others would go to each individual department.
- One person will receive and evaluate all of the forms. If identified as both an academic and non-academic issue it is that individual’s responsibility.
- The form was pulled from another school and is in the process of being tailored for RCC.
- Disciplinary actions should be listed.
- Hearing officer will have guidance with this form to provide uniformity with sanctions. The library should be added. This is after due process has been followed by the group. Group is currently Cecilia Alvarado & Greg Ferrer.
- If there is an appeal by the student other members of institution are brought in. Faculty cannot appeal if they do not agree with the results.
- Motion to postpone further discussion and add to agenda for meeting on October 16<sup>th</sup>: M/Schinke S/Nelson-by consent
- Motion to have SAS further address and verify completion: M/Lehr S/Cheney- by consent.
- Motion to amend Oct. 16<sup>th</sup> discussion to November 6<sup>th</sup>: M/Wolpoff S/Gaylor- by consent
- Motion to extend meeting time by five additional minutes: M/Wiggs S/McCarron- approved by majority vote.

**D. Discussion of Accreditation Steering Committee (ASC) Chair position.**

*(Sellick)*

-An email will be sent out for election of new ASC Chair position. Hayley Ashby is currently operating as ASC chair.

**E. Discussion of letters of recommendation** *(Sanchez/Legner/Sellick)*

-The RCCAS will discuss the matter of faculty sitting on hiring committees when they have written letters of recommendation for applicants.

-Sellick believes it should be left up to the department if the letter of recommendation should be dropped or if the person that recommended them should be dropped from the hiring committee. It is legally not mandatory.

-HR recommended getting rid of letter of recommendation.

- Motion to postpone further discussion for October 16<sup>th</sup> meeting. M/Schinke S/Cheney –by consent.

**VII. Open Hearing**

-nothing to report

**Adjourned: 5:10pm**