

Riverside City College Academic Senate
September 30, 2024 • 3:00 - 5:00 PM • Hall of Fame

3:00 I. Call to Order at 3:00 pm, quorum met

Roll Call

Academic Senate Officers (Term ending 2026)

President: Jo Scott-Coe

Vice President: Ajené Wilcoxson

Secretary-Treasurer: Micherri Wiggs

Department Senators (Term ending 2025)

Applied Technology: Patrick Scullin (not present)

Behavioral Science: Eddie Perez

Business, Law & CIS: Skip Berry (4:24pm departure)

Communication Studies: Lucretia Rose

English: Christine Sandoval

History/Philosophy/Humanities/Ethnic Studies: Daniel Borses (not present)

Library & Learning Resources: Sally Ellis

Life Sciences: Lisa Thompson-Eagle

Mathematics: Evan Enright

Music: Steve Mahpar

World Languages: Araceli Calderón

Department Senators (Term ending 2026)

Art: Will Kim (not present)

Chemistry: Leo Truttmann

Cosmetology: Rebecca Kessler

Counseling: Sal Soto

Dance and Theatre: Jason Buuck

Economics/Geography/Political Science: Kendralyn Webber

Kinesiology: Jim Elton

Nursing Education: Lee Nelson

Physical Science: James Cheney (3:12pm arrival)

School of Education & Teacher Preparation: Emily Philippsen

Associate Faculty Senator

Lindsay Weiler

Ex-Officio Senators

TLLC: LaShonda Carter (not present)

ASC: Jacquie Lesch

EPOC: Wendy McKeen (not present)

GEMQLC: Wendy McKeen (not present)

RDASLC: Patrick Scullin (not present)

SAS LC: Vacant

Curriculum: Kelly Douglass

Parliamentarian: Sal Soto

RCCD Faculty Association

Emily Philippsen

Administrative Representatives

College President: Claire Oliveros (not present)

VP Academic Affairs: Lynn Wright

VP Business Services: Kristine DiMemmo (not present)

VP Planning and Development: Kristi Woods (not present)

VP Student Services: Vacant

ASRCC Representative

Vacant

Recorder of Minutes

Sydney Minter

Guests

Heather Smith, Distinguished Professor, Life Sciences & Distance Education
Committee Chair

Shari Yates, Dean, Career & Technical Education

3:01 II. Approval of the Agenda

- Approved by consent

3:03 III. Approval of the Minutes – September 9, 2024

- M/S/C (Barry/Nelson) Senator Weiler abstained

3:05 IV. Public Comments

- No public comments

3:09 V. Liaison Reports

A. RCCD Faculty Association

- Acknowledged efforts to have bond measure passed in November but indicated there is no real plan for outreach – Bond is for infrastructure which is very expensive
- Institutional Service plan form has been updated
- AB2227 - Vetoed by the governor. It affects faculty directly, especially part-time/retiring faculty
- Retiring faculty should identify December 31st as their last day of employment. Look on the website for the forms to use.

B. College Vice President

- Enrollment is steady. We have almost all census. Our FTES is 7,700 which puts us at 105.5% of our target.
- We are in the evidence college phase of the Institutional Self Evaluation Report (ISER) process for accreditation. This phase needs to be completed by the end of the academic year so that the writing process can begin in January.

- RCC sent a team to San Jose for the ESCALA event which is focused on servingness as a Hispanic Serving Institution. The group who attended hopes to bring back some cultural introductions to communities here on campus.

C. ASRCC- not present

VI. Committee or Council Updates

A. RCC Distant Ed (DE) Chair Heather Smith will provide a brief committee update
Dr. Smith

- Congratulations to the POCR team that was led by Janet Lehr- all academic requirements have been met to join the CVOEI as a teaching college. POCR training is 60+ hours; POCR reviewers have been getting a special project (SPR) for their work. The challenge now is to secure funds to make sure that it is institutionalized.
- Reminder that the faculty association issued a cease and desist on the DE camp. Negotiations are currently happening; stay tuned for more information. "Ask it" hours are still available for faculty who need help in Canvas. One-on-one appointments can be scheduled on district website.
- Distance Education (DE) Committee is seeking senate clarification on the role of the committee:
 - Does senate want DE to remain advisory?
 - Does senate want DE to be a standing committee?
 - NOTE: Before Covid, RCC offered about 5% of courses online. Since Covid, RCC is offering about 55% online.

B. Accreditation Faculty co-chair Jaqueline Lesch will provide a brief update about the Institutional Evaluation Report (ISER) evidence gathering form and timeline information

- Evidence collection form available; Microsoft Forms is the platform
- 4 revised standards
 - Institutional Mission and Effectiveness
 - Student Success
 - Infrastructure and Resources
 - Governance and Decision Making
- In evidence collecting and identification phase, through the frame work of each leadership council a standard has been assigned
 - GEMQ = Institutional Mission and Effectiveness, Governance and Decision Making
 - TL = Institutional Mission and Effectiveness
 - RDAS = Infrastructure and Resources
 - SAS = Student Success
- In November we will reconvene to sort through the evidence and data that has been collected
 - Jaqueline would like to make Wendy McEwen, Institutional Effectiveness, co-owner of the evidence to ensure backup access to materials

VII. Ongoing Business

A. President Scott Coe or designee will facilitate a second discussion regarding the faculty replacement form and guidance memo recommended by the RCC Department Leadership Committee (DLC)

- M/S/C: (Thompson-Eagle/Calderon) to approve the faculty replacement form and guidance memo as recommended by the RCC DLC. Approved unanimously.
- Questions/Discussion:
 - Does MVC or NC have a similar form? Yes. Our form used MVC's as a starting point for development.
 - Can historical replacement positions be documented? Yes. Form utilized to document positions that were not filled.
 - Is it always the department chair who should send in the form? Yes. Discipline leads can feed the information to the Department Chair for them to submit.

B. The RCCAS leadership team will introduce the RCAs Bylaws for annual review and update

- When bylaws were reviewed last year, the goal was to ensure that they accurately reflected our current status with changes focused on clarifying and synching (e.g., election cycles).
- In this review cycle, we have the opportunity to reflect on how things are working and consider how the Brown Act differs from Robert's Rules of order or parliamentary procedure.

C. RCCD counsel Keith Dobyns will present an introductory overview of The Brown Act

- Brown Act assures transparency and public access to legislative bodies.
- Ad Hoc-committees formed for a particular purpose- (NO BROWN ACT requirements)
- Any gathering of a majority of the members (13 or more, for RCCAS) of the legislative body (i.e., senate) is subject to Brown Act. There are a few specific exceptions.
- Conducting the meeting using established Parliamentary Procedure (e.g., Robert's Rule of order) is good practice but not included in law. Do not conflate Robert's Rules w/ Brown Act.
- Teleconference Rules (not just casual options)
 - Agenized, Just Cause, and Emergency Circumstances rules vary.
 - Must allow public to participate remotely by Zoom call or voice call if members of the body itself have remote access
 - Location of any member of the body who is teleconferencing must be published so the public can attend at that location if desired/needed.
 - Just cause still requires quorum being met in person and can only be used 2x times per year individually.
 - Emergency circumstance limited to not more 3 consecutive months in one year. Still requires quorum being met in person.

- See slides for additional details.

M/S/C: (Berry/Soto) to extend the discussion by 5 minutes – Approved unanimously

VIII. New Business

- A. Senator Lisa Thompson-Eagle or designee will share faculty concerns related to academic integrity and student conduct processes
- Bringing forward concerns collected in the Life Science Department regarding the lack of faculty support for cases of student misconduct. There are cases where students have lied, cheated, and disrupted class when confronted, cussed at faculty. Despite witnesses (e.g., students reporting the cheating) and email documentation of aggression toward faculty, there seem to be zero consequences. Faculty who reported the incidents have felt unsafe and unsupported, impacting their ability to maintain a safe space for teaching and learning. Moving forward, how do we hold students accountable for their actions?
 - Ensuing Discussion Points Made:
 - Senator from another department shared experience of similar kinds of aggressions from a student in a classroom, and echoed lack of administrative follow-up after reports were made.
 - The concern extends beyond a single faculty member and across departments.
 - We also have students who feel that faculty members are not being held accountable for their actions. Let's be mindful of that as we continue this conversation.
 - As a body, what can be done moving forward?
 - These things need to be handled on the administrative side.
 - We need clarification on form location for student misconduct; existing form is obsolete/out of date. Existing forms seems to contradict the Administrative Procedures (AP) that exist.
 - Provide guidelines that are followable for student misconduct.
 - Links on website are not active or available for reporting these concerns.
 - Could a flow chart be provided which outlines the process that occurs when faculty report an incident to student discipline? Faculty would like to more fully understand the student discipline process. Suggestion that Dean Cruz-Soto could come to senate to discuss.
 - There is a need for a central location to document serious student misconduct concerns. Need a repository of procedure, policies, and forms currently on file.
 - Can faculty be informed that a process is being followed even if they cannot legally know the details of the process so they are not in the dark about what happens after submitting a concern?
 - General consensus about a need for continued discussion at Senate.

- B. President Scott-Coe or designee will share information about faculty nominees for the phase II CCN convenings as well as surveys for impacted disciplines
- Phase 1 included 5 disciplines, 6 classes.
 - Next phase will include 23 courses across 12 disciplines in 3 groups: (A) History, English, Economics, Art History; (B) Biology, Math, Chemistry, Astronomy; (C) Anthropology, Comm Studies, Sociology, Child Development. 2 of the courses do not have a CID which will be a new experience in this CCN process.
 - Surveys for group (A) disciplines due by this Sunday, October 6.
 - Representatives for upcoming convenings will need to be to President Scott Coe by October 3, November 3 and December 3 respectively. Preference is to have them all by October 3 so they can be submitted together well in advance of the first deadline.
 - State will decide which representatives ultimately get to participate in the convenings. This is different than Phase 1 because in that phase we knew that who was submitted would participate.
- C. Ratification of new and ongoing appointments: President Scott-Coe will present candidates
- Ongoing vacancy for Faculty Co-chair of Student Access & Support (SAS)
 - Vacancy in RCCD Global Learning & Study Abroad Committee (GLSAC)

IX. Officer Reports

A. Vice President

- Senate Spotlight coming up in November. If your department has an impactful program we can celebrate, we want to hear about it!
- This is RCC's year for Distinguished Faculty Lecturer. Notice has been sent out via Academic Senate email. We will talk about the process for selection on Oct.
- Budget Town Halls are CANCELLED due to unforeseen circumstances. We hope to reschedule and will keep you posted.

B. Secretary

- You received an "all call" recruitment for GLSAC (someone to finish a term through the end of this academic year, so spring 2025). This is a committee of the district academic senate with 3 representatives from each college. Please encourage faculty who have a global lens to nominate themselves.
- You'll notice in our minutes that we have included names as well as TERMS for all senators. Would like to suggest doing this at councils/committees—we will continue to encourage about this so that committees/councils can take more direct responsibility for their membership rosters.

C. President

- District 25 year plan: Two productive meetings in Sept.; feedback gathered to qualify "the living" nature of the document. Dr. Bishop recognized the idea of overlapping the RCCD 25-year plan with the 3 college plans. At the most recent meeting, the workgroup paid a great deal of attention to connecting specific goals to college needs and plans, really calling that out intentionally. There remains a high level of concern about the IETTC. Another meeting next Friday.

- Security audit survey came out September 18. If you haven't already, please make sure to complete it. Also share the student link with your students. We are hoping for an update from Director Beiwei Tu about the faculty focus groups.
- Cross-district equivalency workgroup met to discuss and work on drafting updates and for our procedure. Workgroup meets again Oct. 11.
- DLC letter to President Isaac and HRER Task Force about concerns with HR and impacts on departments, disciplines, and programs—to be sent early this week. These are impacts on 10+1 areas, as we have been discussing here since Spring 2024. Potential next step may be taking comments to the board in coordination with colleagues across district, but this is being kept in reserve.
- District Academic Senate (DAS) has concerns about Distance Education (DE) needing to be seen as an academic area. Discussion about how to keep DE connected to Academic Senate, esp. at the district level.

X. Open Hearing

- Calderon – Prices at the bookstore is higher than the publisher's prices (e.g., publisher charging \$60, bookstore charging \$90). This is an equity issue. These increases are hitting the students who most need support (e.g., support programs that provide book vouchers which can only be used at the campus bookstore).
- CMAC has tried to have a sit down with the bookstore managers to discuss how much they are charging for books, laws related to pricing, and OER. The meeting has not happened despite several attempts.

XI. Learn, Share, Do

- Bylaws are up for review and faculty should look carefully at them.
- Remind faculty we are in the evidence gathering phase of the ISER process. Please help by providing evidence when requested.
- Remind our faculty about the upcoming CCN survey and convenings.
- Need faculty member for RCCD GLSAC.
- Need faculty co-chair for SAS.
- Distinguished faculty lecture belongs to RCC in Spring 2025. Encourage faculty to nominate.
- RCC is up for senate spotlight. Does our department have a success story that the Board of Trustees (BOT) should hear?
- Security audit is underway. Please encourage department members to complete survey that was emailed and to encourage their students to complete the student security audit survey as well.
- Ask department members for their experiences with student conduct in anticipation of ongoing discussion at senate, including possible visit from Dean Cruz-Soto to discuss process and procedures of student conduct.
- Think about the Brown Act as it relates to our committees and structures.

XII. Adjourn at 4:33 pm
M/S/C: (Perez/Calderon)

Next meeting will be Monday 7 October 2024

Glossary:

M/S/C = Motion Seconded and Carried

Approved