

Riverside City College Academic Senate



Agenda

Monday, 18 November 2024 • 3:00 - 5:00 PM
Meeting Location: The RCC Hall of Fame Room

YouTube link for viewing:

<https://www.youtube.com/channel/UC9tCDF4RDXCqzrUS0QfO09A/featured>

- 3:00 I. **Call to Order**
- 3:05 II. **Approval of the Agenda**
- 3:05 III. **Approval of the Minutes:** Oct. 21 and Nov. 4
- 3:10 IV. **Public Comments**
- 3:20 V. **Liaison Reports**
- A. RCCD Faculty Association
 - B. College President or designee
 - C. ASRCC Representative
- 3:30 VI. **Committee or Council Updates and Reports**
- A. Curriculum co-chair Kelly Douglass will provide an update about timely curriculum items (information)
 - B. RDAS Faculty Co-Chair Patrick Scullin will provide a second update on the RCC/RCCD faculty List Serv proposals (discussion + action)
- 3:50 VII. **Ongoing Business**
- A. VP Wilcoxson and the Senate Nominating Committee will lead a vote on replacement for RCCAS Vice President (term of Spring 2025-Spring 2026) (action)
 - B. EPOC faculty co-chair Wendy McKeen will review the committee's proposed updates to Tiger Pride Values and a proposed tri-chair model (second read, discussion, + action)
 - C. VP Wilcoxson will share a report about ASCCC Fall 2024 Plenary (information + discussion)
- 4:15 VIII. **New Business**
- A. President Scott-Coe or designee will share an update about faculty Emeritus status procedures under AP 2000 (see Section 2 G) for faculty who are planning their retirements (information + discussion)
 - B. Ratification of new and ongoing appointments: President Scott-Coe or designee will present candidates (action)
 - a. CCN Phase II Convenings: Additional Faculty Nominees if needed
 - b. Faculty Guide/Handbook Team (so far) for Winter SPRs
 - c. Faculty Co-Chair for SAS
- 4:30 IX. **Officer Reports**
- A. Secretary
 - B. President
 - C. Vice President
- 4:45 X. **Open Hearing**
- 4:55 XI. **Learn, Share, Do**
- 5:00 XII. **Adjourn**

Next RCCAS Meeting: Monday 9 December 2024

Agenda items due Tuesday 3 Dec. 2024 at noon

Title 5 §53200 and RCCD Board Policy 2005
Academic Senate "10+1" Purview Areas

1. Curriculum, including establishing prerequisites and placing courses within disciplines* 2. Degree and certificate requirements* 3. Grading policies* 4. Educational program development* 5. Standards or policies regarding student preparation and success* 6. District and college governance structures, as related to faculty roles** 7. Faculty roles and involvement in accreditation processes, including self-study and annual reports** 8. Policies for faculty professional development activities* 9. Processes for program review** 10. Processes for institutional planning and budget development** 11. Other academic and professional matters as mutually agreed upon between the governing board and the Academic Senate**

* The RCCD Board of Trustees relies primarily on the recommendations of the Academic Senate

**The RCCD Board of Trustees relies on recommendations that are the result of mutual agreement between the Trustees and the Academic Senate

Consistent with Executive Order N-29-20 and Government Code sections 54953.2, 54954.1, 54954.2, and 54957.5, the Riverside City College Academic Senate will swiftly provide to individuals with disabilities reasonable modification or accommodation including an alternate, accessible version of all meeting materials. To request an accommodation, please contact Office of Diversity, Equity, & Compliance at 951-222-8039.

Riverside City College Academic Senate
October 21, 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

Behavioral Science: Eddie Perez

Business, Law & CIS: Skip Berry

Communication Studies: Lucretia Rose

English: Christine Sandoval

History/Philosophy/Humanities/Ethnic Studies: Daniel Borses

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

Chemistry: Leo Truttmann

Cosmetology: Rebecca Kessler

Counseling: Sal Soto-present

Dance and Theatre: Jason Buuck

Economics/Geography/Political Science: Kendralyn Webber

Kinesiology: Jim Elton

Nursing Education: Lee Nelson (arrived at 3:15pm)

Physical Science: James Cheney (not present)

School of Education & Teacher Preparation: Emily Philippsen (not present)

Associate Faculty Senator

Lindsay Weiler

Ex-Officio Senators

TLLC: LaShonda Carter (not present)

ASC: Jacquie Lesch

EPOC: Wendy McKeen- present

GEMQLC: Wendy McKeen

RDASLC: Patrick Scullin

SAS LC: Vacant

Curriculum: Kelly Douglass (not present)

Parliamentarian: Sal Soto

RCCD Faculty Association Emily Philippsen

Administrative Representatives

College President: Claire Oliveros

VP Academic Affairs: Lynn Wright (not present)

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

Shari Yates, Dean CTE

Kevin Mayse, Music

Scott Brown, DRC

Eric Bishop, Interim VC Educational Services

Virginia White, Life Sciences & Program Review

3:02 II. Approval of the Agenda

- M/S/C: Approved by consent

3:04 III. Approval of the Minutes September 30th and October 7th

- **M/S/C: (Perez/Thompson-Eagle)** To approve minutes for September 30th meeting. Passed with 1 abstention (Will Kim).
 - **Revision- New Business page 6-** Request to document Senator Rose's response to Elisabeth Thompson-Eagle's statement about misconduct in the classroom and the lack of follow up from administration after it being reported. Senator Rose had experienced some of those same types of aggressions from a student in their classroom demonstrating this concern extends beyond more than one faculty member and across departments.
- **MSC: (Borses/Weiler)** To approve minutes for October 7th meeting with corrections noted below. Passed unanimously.
 - **Clarification:** There was a question about why the moment of silence for Oct. 7 was not included in minutes. This moment was not included in the minutes because it was observed prior to official call to order and was not agendized.
 - **Revision- page 12-** Request to document in the minutes a question that was asked about "Is RCC going to pay someone to moderate the email list serve?"
 - **Revision-** Suggestion to remove the personal notes that were accidentally included in the document related to Algorithms of Oppression which were sent for the agenda by Senator Ellis due to lack of relevance.

Information that was included in the minutes was verbatim and suggestion to remove first bullet point in the minutes regarding the 11 resources for algorithms which had a typo and the parenthetical phrase “(and one of GA’s).”

- **Revision- Page 17 Open Hearing-** Request to include the comment made about the limited lactation spaces currently available as part of the discussion to incorporate changing tables.

3:06 IV. Public Comments

- No public comments

3:10 V. Liaison Reports

A. RCCD Faculty Association

- Evening classes for finals week – start thinking about FINALS!!! 4:30 and later is considered evening, so take that into consideration when scheduling your finals
- Trying to discern how short-term substituting is defined. Conversations are being had to resolve this since there is no clear definition in the contract.
- Anthology designers cannot figure out how to make the conversions for 54 hours to equal 0.2 FTE. This has become a problem for the faculty workload because it doesn’t allow for faculty to accurately earn a 1.0 FTE for the term. Frustration expressed about the expectation from anthology designers to have the college accommodate the imperfect math rather than re-coding the software to do the necessary math. This issue is affecting special projects, lab, and overload.
- Benefits Bridge portal is going away and we are shopping for a new software.
- Please read Faculty Association minutes and join them for their meetings on Tuesdays at 1pm.
- **Clarifying question:** At what point do we realize that the anthology product is not the right solution for us? Is there a person in charge of all of this?

B. College President or designee

- New Senior Public Affairs officer, Jessica Villera, joins us from Norco College and brings with them a wealth of experience from CSUSB.
- Leslie Vargas is transitioning to Morena Valley College (MVC) and has contributed to the strategic planning newsletter, as well as assisting the Office of the President with branding, reporting, and the tracking of events. We will still see Leslie on Tuesdays!
- Strategic planning newsletter will continue bi monthly, usually on Fridays. The external newsletter will also go out monthly.
- VP of Academic Affairs is out at an Institute for Chief Instructional Officers.
- VP Business Services is out on leave. For immediate needs regarding Facilities and/or business services, please reach out to President Oliveros, Robert Beebe, or Elia Blount.
- Hoping everyone saw the latest issue of the SPN. Thank you to those that participated and were involved in hosting the Latino Youth festival on Saturday. There was a Latino Network Board members and Riverside Unified School District (RUSD) board members that participated in workshops, panels, and helped to moderate through volunteering. Honorable Supreme Court Justice

Lucy Armendarez was the keynote speaker and she talked about growing up in East Los Angeles as a foster youth, having to deal with the juvenile justice system and going on to attend UCLA. Her speech was very inspiring!

- Upward Bound also had a weekend event. Thank you to all faculty, classified professionals, and administrators for volunteering in supporting the recruitment, retention, and success of our Latine students at our college.
- ASRCC leadership hosted an open forum. Many thanks to them.
- Thank you to ASRCC and Black Faculty & Staff Association (BFSA) for hosting Tiger Tuesdays and “Get out the Vote” events. Remind students to work their ballot from the bottom to the top.

C. ASRCC – No report

- Noticing the absence of an ASRCC representative, President Oliveros shared information on the GET OUT THE VOTE campaign. Thank you to Associated Students of Riverside City College (ASRCC) and Black Faculty and Staff Association (BFSA) for their efforts with Tiger Tuesdays and open forum with our elected officials who are running.
- There are only a few more days to complete your ballots. Please make sure to complete your ballots from bottom to the top
- There was a 3-hour open forum to raise awareness for voting matters- Students have brought awareness to the importance of voting.

VI. Committee or Council Updates – No reports this meeting

VII. Ongoing Business

- A. President Scott-Coe or designee will facilitate the RCCAS hearing for faculty nominees submitted for the 63rd RCCD Distinguished Faculty Lecturer, followed by discussion and voting (action)
 - Welcome to Vice Chancellor Bishop. Thank you for joining us.
 - 4 nominations came forward.
 - Paul O’Connell asked to be withdrawn, expressing his sincere gratitude for the nomination.
 - As discussed at previous meeting: Each nominee will receive 2-5 minutes to openly discuss their topics, including Q&A time.
 - Three nominees were introduced in alphabetical order by last name:
 - Dr. Scott Brown- Counseling Department
 - Kevin Mayse- Music Department
 - Eddie Perez- Sociology Department
 - Dr. Scott Brown--nominee from the Counseling Department: shared topic of the intersection between disability rights, civil rights, and human rights
 - He wrote about this subject in his dissertation and presented on the topic at conferences.
 - Introduced historical figure Judy Human, known as the mother of the disability rights movement who is most famously known for leading the disability rights movement in the late 1970’s.

- The disability rights movement was supported by Black Panthers from Oakland, California who crossed the police line in support of this movement.
 - Supreme Court rulings through history show intersections between civil rights movements on multiple fronts.
 - Civil Rights can be in danger and can be taken away from anyone or any person.
 - Clarifying question- What took you down the path of Civils Rights in pursuing a Phd? Answer: Dr. Brown started working with people who had disabilities while completing his undergraduate degree and it was not his plan to go into this field, but it was something he enjoyed because he loves to work.
 - Clarifying question: How long has he been in the district doing this type of work? Answer: 24 years and before that he was in K-12 special education as a school psychologist.
- Kevin Mayse--nominee from the Music Department: presented on the topic of cultivating a sense of belonging through a music
 - Been with RCC 29 years as a music faculty member
 - Prof. Mayse stated that when he was applying for college, he was told that there was no future in music and he is still hearing and seeing that same discouraging story from students.
 - Mayse does visits 35 high school campuses a year to recruit for the music department. Students often do not want to come to a community college because they think it is beneath them (a notion coming from their high school counselors), despite evidence to the contrary in our own program.
 - Huge diversity of cultural and economic populations here at RCC, and he would love the opportunity to talk more about the benefits of music for our students.
 - Clarifying question: What made you go into music? Answer: Mr. Mayse was going to go into the Navy because his father was military, but then went to Cal State Fullerton and his father finally recognized his talent. Mayse always knew he was going to do something in music. He just wanted the opportunity to share his love for music with his students.
 - Clarifying question- How does RCC facilities, staffing, and resources compare to other junior colleges in music and is that a part of your recruiting? Answer: There are 380 music majors here at RCC. The music program here at RCC is bigger than the music program at UCLA of 290 students.
- Eddie Perez- candidate and senator from the Sociology Department: presented on the topic about troubles faced by boys and men in society, especially related to violence, gun laws, and mental health.
 - What is going in in society with masculinity? Why are men more likely to experience violence, homelessness, mental health issues, and experience or commit suicide?

- Working with Men of Color here at RCC, Perez sees that the students are falling behind due to societal changes and shifts, and because of this our men are responding in unhealthy ways.
 - Men have a hard time asking for help. The question is, what can we do to educate and elevate our young men?
 - Education matters for our boys and men to adapt. Perez will dive into research on education, mental health, and violence because our rigid gender roles have contributed to the problem.
 - Clarifying question: In reference to the statement that “Nobody is taking about the construction of masculinity?” From where is this information being sourced? Who are we pulling from? Women’s Studies scholars have been working on this a long while. Answer: When we hear about situations going on in the news (i.e., school shooting or roadside violence) the conversation gets directed towards mental health and access to guns. But what about what is going on with our boys?
 - Clarifying question: As far as the scholarship, will women’s studies and gender studies be included? Answer: Yes, gender studies, sociology, criminology, and deviant behavior are all field of studies that Perez will utilize as resources. Also, pulling information from Durkheim’s enemy strain, Robert Burton’s strain theory, and Gerhard Bensky.
 - As society evolves and cultural values and ideas change, Perez notices that men are utilizing online platforms to connect and create a brotherhood that is anonymous. Time online and on the phone can breed depression, which can also be very problematic.
- Clarifying Question: Would it be a written vote? Votes of RCCAS are public, not secret ballot. Only senators are voting, and it is a simple majority vote.
 - Vote for Candidates (1 abstention Lindsay Weiler)
 - Dr. Scott Brown- 8 votes
 - Professor Kevin Mayse- 5 votes
 - Dr. Eddie Perez- 9 votes
 - Congratulations and thanks were shared to the candidates. The district will be notified of our selection of Eddie Perez. Stay tuned for schedule dates of talks in Spring 2025.
- B. The RCCAS leadership team will facilitate a review of the ASCCC guidance document, “Participating Effectively in District and College Governance” (information + discussion)
- Faculty have a key role in strategic planning. We would like updated ASCCC guidelines on participatory governance to be shared through our leadership councils and EPOC.
 - Calling attention to the first page of each RCCAS agenda to note some information in the small box at the bottom of the page in relation to 10+1. The single asterisk (*) means the board *relies primarily* on recommendations from Academic Senate. The double asterisk (**) means that the board relies on recommendations as a result of a *mutual agreement* between the trustees and Academic Senate.

- *Rely primarily vs. mutual agreement* are important for us to distinguish.
 - Faculty need to consider with district initiatives during growth/change: When/where exactly is the senate on-ramp to conversations? When does Academic Senate get involved when a proposal moves from the conceptual stage? All faculty need to understand in regards to their role within the district.
 - Language in the document: It appears that education code is lagging in the language of “staff” rather than “classified professionals.” We need to be aware/understand.
 - Question: Given the ASCCC resolution from last year about part-time faculty, it is notable that reference to PT faculty is missing. Suggestion that there be more inclusion and discussion on that in the new update of this guidance, with ASCCC now offering a resolution.
 - One highlight in the paper: faculty senate can request items to go on the Board of Trustees (BOT) agenda if necessary. In terms of process, we will continue to think about when/how senates elevate items to the district. A faculty member stated that 15-20 years ago there was a more clear process wherein the board had committee meetings and there were more open discussions among faculty and board members.
 - It is important in strategic planning conversations to understand how rules/developments/guidelines are separate from individual personalities.
- C. President Scott-Coe or designee will lead a second discussion to record feedback about the draft faculty guide on AI (second read + discussion)
- As a reminder: This guide was put together by faculty at Norco College. Moreno valley College provided some feedback. What would faculty like President Scott-Coe to report to District Academic Senate?
 - Comments:
 - Concern about making this document any official policy because AI is constantly changing.
 - Suggestion to have the document presented as official *guidance* rather than an official guide.
 - Language currently used in the document is evolving. Suggestion to lose specific branding like ChatGPT and instead use “generative AI,” since there are so many other programs out there.
 - ASCCC is hosting faculty workshops in February for AI. Might be a good idea for attendance across the district.
 - Questions about which websites have credible information.
 - Perhaps AI work could be put in the hands of a specific distinct committee that already exists, but also don’t let things reside entirely in district so we don’t lose control.
 - We need to get our students input on AI and where they stand because this generation is technologically savvy.
 - Include Associate faculty in the conversation regarding AI because there is misconduct going on in the classroom in regards to plagiarism with AI, and they would like support from the institution.

- When there are questions, it is not clear who faculty should go to; faculty do seek guidance/help.
- Questions about the suggestion that faculty should have a statement about AI in their syllabus. Would that be district wide language or college specific language? Will that confuse students if getting different statements?
- Questions:
 - Who would create any guide for RCC? Answer: Unclear. At RCC, TLLC did have some discussion and suggestions about AI. Do we need to agree as a district on any guidelines for AI in our classrooms/syllabus?
 - Norco professional development is working on an examination process and detection piece.
 - Could there be special projects funding for ongoing work on AI?
 - In some classes AI use may be required and in other classes AI use may be forbidden. How do we explain that to students?
- President Scott-Coe will represent these questions and comments at District Academic Senate.

VIII. New Business

- A. Senator Lucretia Rose will present a report on her experience at the NANDI Conference Oct. 3-4 (information)
 - Took 6 students to a conference for Black women; there were 250 participants in attendance. An amazing fulfilling experience for students.
 - Senator Rose presented a workshop on advocacy and mentorship.
 - The theme was to focus on our softness because there is a stigma placed on Black women that we are very hard. The Sapphire Caricature portrays Black women as being rude, loud, malicious, and/or stubborn; it weighs on Black women heavily, and it is tiresome.
 - A variety of workshops were offered such as yoga & art therapy. The group networked, and shared in personal knowledge.
 - This meeting was the 2nd annual conference.
 - Professor Rose plans to take students again next year in October.
- B. Ratification of new and ongoing appointments: President Scott-Coe or designee will present candidates (action)
 - 1. CCN Phase II Convenings: Additional Faculty Nominees
 - i. Clarification. We previously ratified faculty for 6 or 7 courses.
 - ii. 2 nominee names for the Math Department came in after our agenda due-date but still in time for forwarding to ASCCC: Professors Mary Legner and Veasna Chiek. Those nominations were submitted to the state for the October 9th deadline. MSC (Thompson Eagle/Perez) to approve Mary Legner and Veasna Chiek. Passed unanimously.
 - 2. Faculty Co-Chair for SAS – Discussion about why no one has been interested.

- i. How is information being disseminated to fill those position?
- ii. There is a mechanism in place to elect someone who is interested but not currently a member of SAS.
- iii. Workload is a heavy lift! (SAS, EPOC, and other meetings). The compensation for the amount of work that is involved for this position is not in line with the duties and could contribute to the vacancy.
- iv. Clearly defining the reassign time and committee responsibilities in the recruitment process could be beneficial in filling the position.

IX. Officer Reports

A. President

- Regional Manager Stacey Weidner from Barnes & Noble will be joining us on November 4th to address concerns over the prices of books that are popping up across all three colleges.
- There will be some discussion at the November 4th ASRCC meeting in regards to academic honesty and student conduct processes. Thank you, to Senator Thompson-Eagle, for initiating this conversation.
- DLC Chair Kathleen Sell received a receipt of acknowledgment from Dr. Isaac regarding HRER concerns. Moreno Valley College (MVC) Senate is putting together their chairs' HRER reports, too. The HR Task force has been convened by the Chancellor to include DAS President, FA president, College VPAA, HR, CSEA, and legal counsel. They are scheduled to meet October 31st. The group is heavily weighted by administrators. We are requesting at least one department chair from each college to be included and/or invited to the task force meeting to be able to provide some context or clarification. There are systemic repairs and sustainable changes that need to be addressed that are repeatedly laid out by our chairs since last May, and the delays are frustrating.
- The ASCCC Area D virtual meeting was held on October 18th. President Scott-Coe, Vice President Wilcoxson, and Senator Weiler were in attendance. A full packet will be provided at our November 4th ASRCC meeting so that we can get feedback before Plenary. Two highlights so far from Area D: one resolution asked ASCCC to provide support for the right to peaceful protest at community colleges; Senator Wilcoxson introduced a resolution that he will highlight.
- The district 25-year plan will be coming to local senates for feedback and discussion following the Chancellor's review. Date TBD, likely sometime in November.
- President Scott Coe will be meeting with the Interim Chief of Police. All senate presidents have been invited. The meeting will take place on Monday, October 28th. Let President Scott-Coe know if there are items you'd like to be included in her discussion with the Chief.
- Strategic planning has entered a new cycle, our work in updating our bylaws will carry over into the spring. Jo Scott-Coe will be pulling together an ad-hoc workgroup for senate bylaws to address strategic planning considerations as well as clarifications in relation to the Brown Act. We

need 4-5 individuals, so please let her know if you can assist in this process.

- There is a cease and desist on the Perris Skills Center and it will be on DAS agenda next week unless a demand to bargain is issued.
- Senator Scott-Coe wants to remind everyone that this time of year is very busy for us all as we enter into Comprehensive Program review, strategic planning, and gathering accreditation evidence. The National, County, City, and State election is coming up in two weeks. We also have a very high number of faculty retiring this year, so please practice care and patience with your students and please encourage other colleagues in practicing these qualities amongst each other.

B. Vice President

- Attended the Area D meeting—such a great idea for senators to attend future Area meetings if available. Was able to be part of discussion on challenging topics. A resolution to advance “servingness” was submitted in support of California Community Colleges Hispanic Serving Institutions (HSI). The resolution was overwhelmingly supported, though some suggestions to adjust language were offered. Revised resolution will go in front of the state body in two weeks.
- Wilcoxson is resigning as Vice President of Academic Senate because he is retiring at the end of this semester. Working with Secretary Wiggs and President Scott-Coe has been a pleasure. Each one of us took the time to get to know one another and established a relationship so we could work as a unit. VP Wilcoxson has been at RCC for 27 years and feels like he has done his best to make a difference in students’ and his colleagues’ lives and is appreciative of everyone’s support.
- The person coming into this position next needs to be able to blend well with other leadership team members so that they can continue to work as one unit.

C. Secretary

- RCCAS Constitution does provide a contingency situation when a senate officer does not finish their term.
 - Any nominee selected will complete the current term as Vice President (VP). The new term will start in January and end in spring of 2026 and the VP comes with a 0.1FTE of reassigned time.
 - In Article II, Section One of our bylaws, we are redirected back to the constitution for Article VIII which lays out the process for regular elections. In Article V, Section 2 and Article VIII, Section 9 of our constitution contain references to filing vacancies in elected positions. Only the Senate body itself votes to appoint a replacement for a vacant officer seat, whereas in regular elections on the regular 3-year cycle, all of the faculty vote.
 - Our existing VP will pull 4 senators together for a nomination committee to honor the process laid out for the regular election process, even though this is not a standard election.
 - Email will be sent to faculty tomorrow, 10/22/2024, to announce the opening of the nominations.

- Nominations window will close Sunday November 3rd at midnight, with voting at a subsequent meeting.
- Any full-time faculty is eligible to run as Vice President of the senate.
- December 9th will be a retirement celebration from 5-6:30pm. Please save the date and spread the word.
- Encourage students to vote on November 4th.
- Friendly nudge/reminder: Have you been to a District Academic Senate (DAS) meeting and an athletic event yet for this semester?
- Round of applause for Eddie Perez, chosen as the 63rd Distinguished Faculty Lecturer.

X. Open Hearing

- Senator Soto – Let's acknowledge VP Ajené Wilcoxson for his service to the college and celebrate him prioritizing his health. Everyone in attendance stood and applauded. Thank you to him for giving so many years to students and all of us.
- McKeen – Grateful to the mentorship Ajené Wilcoxson has provided. Also, we need to think about academic calendar for spring because if the different graduation ceremonies continue, some of those students may have a final scheduled at the same time as their ceremony.
- Senator Rose – Students are concerned about reporting misconduct of faculty members. Recent examples include homophobic statements and derogatory comments about Indigenous Peoples' Day. A safe place for students to report this misconduct should be considered. Students don't feel comfortable coming forward about misconduct from a faculty member when a chair has retorted back negatively. Perhaps an anonymous drop box or creative space where they feel comfortable expressing their concerns.
- Senator Elton – Thank you to Ajené Wilcoxson. I feel healthier for knowing him.

XI. Learn, Share, Do

- After the meeting, we need 4 senators to volunteer to be on the nomination committee.
- Remind faculty to read association minutes every Tuesday.
- Please distribute the shared governance document with Leadership Councils, EPOC and other governance committees to get faculty involved.
- Let President Scott-Coe know any discussion topics for her meeting with the Chief of Police on October 28th
- Please extend patience and care for one another during this time of year!
- Please notify all faculty within your departments about the VP election happening in a few weeks.
- Please consider attending a District Academic Senate meeting. There is one next Monday, October 28th and there is a Zoom link available.
- Please consider attending an athletic event.
- Please save December 9th from 5-6:30 for a retirement celebration.

XII. Adjourn at 4:40pm

M/S/C: (Perez/Berry)

Riverside City College Academic Senate
November 4, 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

Behavioral Science: Eddie Perez (not present)

Business, Law & CIS: Skip Berry

Communication Studies: Lucretia Rose

English: Christine Sandoval

History/Philosophy/Humanities/Ethnic Studies: Daniel Borses

Library & Learning Resources: Sally Ellis

Life Sciences: Lisa Thompson-Eagle (not present)

Mathematics: Evan Enright

Music: Steve Mahpar

World Languages: Araceli Calderón (not present)

Department Senators (Term ending 2026)

Art: Will Kim

Chemistry: Leo Truttmann (departed 4:35pm)

Cosmetology: Rebecca Kessler (not present)

Counseling: Sal Soto

Dance and Theatre: Jason Buuck

Economics/Geography/Political Science: Kendralyn Webber (arrived 3:03pm)

Kinesiology: Jim Elton

Nursing Education: Lee Nelson (not present)

Physical Science: James Cheney

School of Education & Teacher Preparation: Emily Philippsen (arrived 3:05pm)

Associate Faculty Senator

Lindsay Weiler-present

Ex-Officio Senators

TLLC: LaShonda Carter (not present)

ASC: Jacquie Lesch

EPOC: Wendy McKeen

GEMQLC: Wendy McKeen (departed 3:58pm)

RDASLC: Patrick Scullin

SAS LC: Vacant

Curriculum: Kelly Douglass (not present)

Parliamentarian: Sal Soto

RCCD Faculty Association Emily Philippsen

Administrative Representatives

College President: Claire Oliveros (departed 4:25pm)

VP Academic Affairs: Lynn Wright (departed 4:25pm)

VP Business Services: Kristine DiMemmo (not present)

VP Planning and Development: Kristi Woods (not present)

VP Student Services: Thomas Cruz Soto (arrived 3:09pm; departed 3:42pm)

ASRCC Representative

Vacant

Recorder of Minutes

Sydney Minter

Guests

Virginia White, Professor, Life Sciences & Program Review

Wendy McEwen, Dean, Office of Institutional Effectiveness

Kristine Clark, Barnes & Noble Bookstore Manager

Stacy Weidner, Barnes & Noble Regional Manager

Natalie Halsell, Professional Development Coordinator

Arya Parsa, Assistant Professor, Life Sciences

Courtney Carter, Assistant Professor, Counseling (arrived 3:12pm)

3:0 II. Approval of the Agenda

- M/S/C: (Weiler/Borses) Approved by consent

3:0 III. Approval of the Minutes – Tabled for Nov. 18

3:0 IV. Public Comments

- Wendy McEwen, Dean of Institutional Effectiveness, shared a public comment about bullying in emails.

3:0 V. Liaison Reports

A. RCCD Faculty Association

- The cease and desist for the Distance Education Camp (DE) is still in effect and negotiations are ongoing; therefore, full details cannot be shared at this time.
- Faculty Association asks chairs and schedulers to be mindful to not punish FT and PT faculty who do not have their DE certifications yet. Associate faculty are concerned that they will not receive courses to teach in the winter and spring semesters, and would just like to move forward until the negotiation is set.
- Faculty Association open forum will be Friday, November 9 in Kane 140 from 12 – 2pm. This is an in person meeting.

B. College President

- Let's center on kindness and care for all that has been going on here on the RCC campus. It has been an intense fall semester. We do not know what it is going to be like after the election but would like for everyone to lean on the principles and values of

kindness and care through dialogue and discourse that is productive with civility. There is a lot of angst and anxiety going around due to the elections and we know the results will take time to be revealed. Please center yourselves around self-compassion, compassion for others, and kindness and care.

- Resources and support team will be meeting Wednesday 11/6/24 to debrief and discuss how best to support Student Psychological and Health Services. Also, thinking more intentionally about the types of support that is available/unavailable to employees.
- Continuing the coffee chat series that started last year. We started out the coffee chat last week and next week a coffee chat will be in the LHSS engagement center, tentatively November 13th at 9:30am.
- Today, a few administrators will be leaving the meeting early to participate in the UCR-RCC Celebratory MOU signing for the historic intersegmental partnership that offers housing to RCCD and UCR students. On track to open Fall of 2025. Thrilled to be at this juncture. Currently identifying students for priority housing opportunities. There will be 360+ units or bed units available to support our RCC students in their housing needs also while supporting their transfer pathways.

C. **ASRCC:** Not present. No report

VI. Committee or Council Updates – None at this meeting.

VII. Ongoing Business

- A. President Scott-Coe or designee will facilitate a review and discussion of “Instruction-Related Details” in the RCC Faculty Guide, related to Academic Honesty and BP 3500 (information + discussion)
- Dr. Thomas Cruz Soto and Lynn Wright are in attendance to help clarify some parts of the Faculty Guide/Handbook and address concerns that were brought forward early in the semester by Elisabeth Thompson-Eagle. The faculty guide needs to be updated and so there are a lot of things that need to be looked over. We wanted to offer some time and room for people to bring their concerns back to their departments in relation to procedures processes or questions they may have about the faculty guide. The guide is about 4 years old, so there are items within the document that are not in place anymore.
 - Thomas Cruz Soto: Interim Vice President of Student Services (VPSS) and also the Dean of Student Services. He explained that AP 3500 and 3500A are crucial to his role. AP3500 outlines the standards of student conduct and 35000a is utilized as a guide for discipline procedures. VPSS is held accountable for consultation with other conduct officers, the district, and legal counsel. Due process is very important to this process and students are not guilty until proven innocent. Students are ours when they are at their best and when they are at their worst.
 - Senate reviewed BP3500, page 5. which is the delegation of responsibilities. Who do we go to for clarification with student conduct versus academic dishonesty, vs. Title IX?
 - Lynn Wright: Vice President of Academic Affairs (VPAA). In AP3500c the California Ed Code says that faculty grades stand unless it falls under 4 criteria (fraud, bad faith, incompetency, and/or a mistake). We have procedures for

students to follow. Their first point of contact is the faculty member in the course. A student's second point of contact is department chair; this is still part of the informal process. The final part, still categorized as informal, but is now entering the formal stage, is to contact the Dean. If students don't get satisfaction from the Dean, then they can write a letter to the College President. If further action is needed, the President can then decide if a committee needs to be formed to dive deeper into the issue.

- Academic Affairs lately rarely see cases of misconduct; however, they always check to see if the student is a repeat offender. If a faculty member comes across academic dishonesty, they can fill out a form that should be submitted to Lynn Wright, VPAA. The form highlights the situation, name of the student, and other pertinent information. The form comes to the Academic Affairs office because they keep a list of reported incidents to keep track of repeat offenders. Legal counsel has been made aware of the need to update the administrative procedure to ensure academic dishonesty issues come to Academic Affairs earlier in the process.
- Senator expressed the vague guidelines for faculty, especially dealing with AI and Chat GPT. Concerned about what percentage of source matching would be considered plagiarism. Should 35%-50% be reported?
- VPSS indicated that faculty are managers of their classrooms and therefore have the right to fail a student, if deemed necessary. So, reporting to VPAA is helpful, especially if this is the second offense, because then a student can then be up for suspension.
- PT Senator indicated that one reason for fewer reports of academic dishonesty is because some associate faculty may fear that speaking up could impact future teaching assignments. Can associate faculty be investigated if they make multiple reports about student academic dishonesty?
- Senator asked if we are talking about misconduct in relationship to academic dishonesty only, or does student misconduct also include behavior? The senator reported that she was stalked and stated she was very open to the whole campus about the situation, even sharing screenshots of the notes and nothing was done about it.
- VPSS indicated that situations like this go to the district office's Title IX officer. Title IX cases can take 90+ days. If a perpetrator is not clearly determined to be a student, VPSS does not discipline classified professionals or faculty. VPSS will update about the status if requested.
- Senator summarized that it sounds like we need to look into processes so there is clarity about what happens when misconduct is reported, including estimated timeframe and follow-up protocol so that reporting faculty understand status.
- Senator asked if there is a team on campus that can de-escalate situations. The library has frequent misconduct situations with students and general public, but faculty don't want to have to call the police as a first option. When a person is not allowed back on campus, how can faculty be notified as to what was said to the student, so those responsible can adhere to stipulations provided?
- VPSS clarified that in the past there was a grant in position for a mental health practitioner who accompanied college police when responding on campus to de-escalate situations. VPSS will clarify with Dean of Student Health and

Psychological Services and the mental health supervisors to see if the grant still exists.

- Senator asked what the Academic Senate can do to help with these conversations, institutionalize a mental health behavioral intervention team, and find feedback loops and resources because with a grant the money is going to run out. Collectively a discussion needs to be had.
 - Senator asked where are we at with respect or lack of respect and not treating one another well? We were supposed to hire someone at the district to resolve matters of disrespect, an ombudsman, which the district used to have. Concerns were brought to the district and the Board of Trustees (BOT) and it seems like nothing has been done. We are far from a culture of care, and it is very tiring and overwhelming.
 - Looking again at the handbook, page 14: President Scott-Coe pointed out the issues Senator Thompson-Eagle had brought to RCCAS earlier this semester: under the academic honesty portion, the file is not linking to AP3500; it is linking to something else. There are other items that are simply outdated.
 - Handbook needs an overall update with targeted input from TLC, FDC, DLC, DE, and FA. Faculty Association representative reinforced this is a necessary project to take on and is interested in assisting. Perhaps we can organize representation from each stakeholder group to work on an update over the winter semester.
 - If anyone has questions, they can reach out to Lynn Wright or Thomas Cruz Soto. VP Cruz Soto suggested people reach out to him on his work cell rather than email and the phone number was provided to President Scott-Coe.
- B. Stacy Weidner Regional Manager & Christine Clark local manager of Barnes & Noble College bookstore, will address faculty questions about bookstore pricing and markups (discussion)
- Book adoptions update:
 - Winter is at 86% submitted
 - Spring is at 76% submitted
 - Still missing 466 book orders for class sections.
 - Senators had questions/comments for bookstore representatives:
 - Question: Who is it that comes up with the pricing for books? Is it contractual? The answer was yes, it is contractual with RCCD and they have an industry standard which is 25% of the margin for operating expenses, payroll, and freight to maintain the bookstore.
 - Concern expressed about pricing of OER textbooks according to that formula. OER textbooks do have a non-commercial copyright license, so a profit is not allowed to be made. Faculty need more transparency to confirm this copyright license is being honored. The bookstore representatives will follow up on this question.
 - Question: If a student presents a price to a faculty member that is outside of the margin, who is the point of contact that this information can be shared to for cause of concern? The manager of the college bookstore would be the best first point of contact.
 - Question: If there is a pre-made arrangement with Cengage or Pearson, for example, how do faculty ensure that the campus bookstore represents/honors

the same price agreement to students? Representatives said that price matching with any publisher would need further investigation.

- Clarification requested about what constitutes overhead costs for the bookstore. A commission is paid to be on campus and there are overhead costs to have a brick a mortar store to help cover salaries, freight, book returns, and other day to day operations.
 - Where do the funds go to for the contract—to RCC or the district? They go to the district because the contract is with the district.
 - For the after-hours and the students who come in and have questions, there is no chat feature or space for students to refer to when they have questions.
 - Does the campus Book store price match? Yes, with Amazon, as long as it is the same format (print to print, used to used, etc.—and no second or third party sellers)
 - Comment & Question: Bookstore hours are not matching up with classes in the evenings. Is this due to staffing levels or is a contractual agreement? The bookstore closes at 4 and the library closes at 8. The bookstore hours are extended the busy periods, the first couple weeks of the semester and then during finals, and the bookstores hours are not contractual and can be revisited to come up with a solution.
 - Suggestion of a possible vending machine for supplies needed after hours.
 - Is the contractual margin the same across all three colleges? Yes.
 - Question: What is the process of price matching? What do students have to do if they are using a book voucher? Students can bring a in a screenshot of their voucher and the bookstore would look up that information to make the confirmation.
- C. VP Wilcoxson and President Scott-Coe will provide an overview of ASCCC Resolutions for Fall Plenary (information + discussion)
- We have the resolutions; look at the the table of contents to try and get a sense of anything that seems to land in a particular discipline area of concern. We have already sent out targeted inquiries and welcome any notes or questions.
 - Note that resolution 105.03 (page 9) encourages transparency about language for automatic billing practices for vendors of course materials. This resolution cuts right into what Senator Ellis shared last fall about the use of cynical phrases like “inclusive” or “equitable” access. This is a state level concern and the idea is asking book vendors to be honest about automatic billing.
 - VP Wilcoxson is looking for two more sponsors for his resolution. The first deadline passed but he will get it submitted as soon as possible for the final resolutions packet.
 - President Scott-Coe would like to look at another item,101.01 as she has had conversations with the curriculum chair Kelly Douglas in relation to common course numbering. There is caution about standardizing SLOs (Student learning Outcomes) in Course Outlines of Record across the state, because of concerns about preserving local control on assessment; we want to recalibrate and reword if the state is giving us those outcomes.
 - FA representative: il state is determining/assessing our SLOs, what about forms of retaliation?

- President Scott-Coe: This raises questions about the cycle for assessing the whole system and who would be doing those assessments. Reminiscent of No Child Left Behind (NCLB) in K-12.
- PT Senator reflected on different types of schools within our district, and how across the whole state the differences, needs, and innovations in service areas could be ignored or washed out in standardization.
- Senator mentioned that CSU and the UC systems do not use CORs. Is this proposed standard of SLOs going to be a living document versus a COR which is state and are they going to require them to have it?
- Senator suggested that the resolution's language could be cleaned up to clarify that the key is differences between objectives and SLOs.
- More concern expressed about going the path of NCLB because it was tied to funding, presenting huge problems for K-12 schools nationwide; could become a huge problem in higher ed.
- Part of the issue is meant to untangle confusion about terminology in CCN templates which could be useful at the state level. But there are colleges that do not have SLOs, they use the language of "objectives" instead.
- Resolution 105.04 The establishment of guidance for course syllabi was also discussed. Even if we might agree with a best practices recommendation, we do need to be vigilant about the purview of instructor of record within Ed Code. If we accept mandates related to faculty purview even when they seem innocuous or positive, we are facilitating a mechanism that can be weaponized in the negative (i.e. faculty cannot use this book, etc.).
- Remember that ASCCC resolutions provide a sense of CC direction/consensus, momentum, and debates/disagreements. Passed resolutions are not binding law.

VIII. New Business

- A. President Scott-Coe will share proposed syllabus language shared at District Academic Senate regarding Credit for Prior Learning (CPL) (information + discussion)
 - At District Academic Senate, the recommendation came from Norco to add this language about Credit for Prior Learning (CPL) to our course syllabus as a requirement. One question at DAS was asked about whether the syllabus was a bit late as a source for this information considering students have already been exposed to counseling and other services.
 - Norco College is presently putting this language on syllabi and they were surprised by the number of students who stepped into CPL due to information on the faculty syllabus.
 - Where do we draw the line? Secretary Wiggs said that this question was pointed out in DAS, and the response was that this intervention was not the only one being used (there are also pop-ups on EduNav).
 - Do we like this as a recommendation? Would we accept such a mandate? The question needs to be brought back to our departments for consideration, and DLC/chairs.

- Clarifying question: So, this is a recommendation, not a mandate? Answer: The recommendation is that we all agree that this information *will be required* on our syllabi within the district.
 - Discussion ensued. Who determines the prior credit? In a course such as Organic Chemistry, for example, how would that work? Secretary Wiggs clarified that the syllabus language was meant to be a general alert/marketing of CPL opportunities in any class, not simply the class we might be teaching.
 - There was consensus that students need to be informed about CPL opportunities, and that this aligned with the State Chancellor's vision 2030 for getting working adults more credit for what they have already done in their lives.
 - Questions remained about any mandated of this syllabus message. Including on Canvas was discussed. In wanting to make many resources readily available, faculty struggle to find the right balance between providing comprehensive details and overwhelming students so that information ends up buried.
- B. EPOC faculty co-chair Wendy McKeen will present the committee's proposed updates to Tiger Pride Values and a proposed tri-chair model (first read + discussion)
- Tiger Pride Values were brought to senate last semester and there have been updates to language.
 - EPOC is trying to keep these short so that they can be recited. GemQ did the rewrite and it went through EPOC already and was approved, and it is now being brought to Academic Senate for final approval.
 - Daniel Borses asked if it was too late to change the language because he felt that the last sentence should read underserved, marginalized, or minoritized, so it is not all 3. Wendy suggested that if everyone is okay with this adjustment, she will make that change.
 - Senator Rose suggested that the language should read "historically excluded" to avoid euphemism, and suggested if the change cannot be made then perhaps some notes can be taken for future updates.
 - Wendy reiterated that specific grants call out this type of language and so they must be intentional about matching the language because it is also a part of the strategic planning process. There are no limitations the wordage can be changed in the future.
 - EPOC proposed tri-chair model. The committee wanted to include a classified professional as co-chair so that they can get the perspective to all constituency groups.
 - Anything that relates to 10+1 comes to Academic Senate.
 - We should not exclude stakeholders who are important to the work that we do as a college.
 - Senator asked whether classified professionals are allowed to do institutional work, and whether there is concern about conflict or with trying to avoid grievances.

- Clarification offered that if there is any type of conflict or grievance then the appointment would go back to CSEA.
- Wendy clarified that Norco College and Moreno Valley already have a classified professional as a tri-chair and have for a while now.

These two items will be voted on at the next RCCAS meeting on November 18, 2024.

C. VP Wilcoxson and the Senate Nominating Committee will sunshine nominees for completing the current term of Vice-President (Spring 2025-Spring 2026) (information)

- The nominating committee sent an email approximately two weeks ago requesting recommendations for individuals who want to run for the Vice President of Academic Senate.
- One nomination was proffered, a self-nomination, for Star Taylor. Professor Taylor is the nominee to finish Wilcoxson's term 2026-2026,
- According to our process, RCCAS will vote at the next ASRCC meeting. Thank you to the nominating team for assisting with this process.

D. Ratification of new and ongoing appointments: President Scott-Coe or designee will present candidates (action)

- CCN for communication Studies
 - CCN Phase II Convenings: Additional Faculty Nominees
 - Comm. Studies Dept. nominee: Professor Joanie Gibbons-Anderson (MSC: Sandoval/Borses) Unanimously approved.
- Faculty Co-Chair for SAS (vacant)

IX. Officer Reports

A. Vice President

- If there are any concerns or notes about resolutions, please get them to Ajeneby Friday, 11/8, before 9am. Be sure to add resolutions in the subject line because he is the delegate at Plenary for the votes, and if there are any concerns he needs to know.
- Ajené will be presenting with a team on ESCALA at the Senate Spotlight on November 19th.

B. Secretary

- At the District retreat our new Vice Chancellor Bishop shared an interesting note that if you are not in the right head space to be here, take a day off. Get yourself right before you come here and do damage to our students or to our colleagues. The statement was very profound and resonated with her and she just wanted to share that bit of information.
- Thank you for the grace with our processing of minutes for the back-to-back meetings, and thank you for allowing them to be tabled.
- There are two events coming up: AI training supported by ASCCC in San Diego, February 20-22. This is a great opportunity to send delegation so

that they can bring back vital information. If you know someone who is interested, please send their information our way.

- CBC has announced POCR training for Spring 2025, there will be sessions going on February to March, March to April, and April to May. This information can be found on the Academic Senate website.
- After discussion with EPOC leads from our leadership councils, there will be a pause and/or stall on the rewriting our bylaws to see how things evolve with the rewrite of the strategic plan. We want these to sync up rather than needing to re-write them twice.
- Senate leadership and faculty leads of EPOC had a productive meeting and came away with three important goals that she would like to share- 1.) Organize agendas and minutes for any committee meeting anywhere at this college—to include names/roster with term dates so that all know this information, 2.) Create clear job descriptions for leadership council co-chairs, 3.) Continue to engage SAS faculty co-chair subject to see how things evolve with the strategic planning update.
 - Clarifying questions: Senator mentioned confusion as to why individuals are continuing with the POCR training when there still a Cease and Desist. Answer: We cannot go into a full discussion on this topic; however, we can clarify the difference. POCR is a completely different system from the DE Camp; POCR is utilized so that our classes can be badged and put on the California Virtual Exchange. Senator asked for clarification about whether associate faculty can be included in the AI training delegation? The understanding is that the training is open to all.
- Remember that we need to reach quorum on November 18th to ensure we can conduct the vote to elect a new Vice President for Senate, thereby ensuring we do not go into the spring semester without a VP.
- Please remember December 9th is our last possible senate meeting for final business.
- Also on Dec. 9 after the usual senate meeting time, RCCAS is co-hosting a faculty retirement celebration alongside the Faculty Association from 5-6:30 pm here in the Hall of Fame.

C. President

- Dr. Mary Rankin sent an email on the theme of mental health to “Know the Signs.” It is a zoom meeting November 7th from 2-4pm
- As a followup to our discussion today about Academic Honesty and Student Conduct, Mental Health might be coming to speak to Academic Senate on November 18th. Confirmation pending
- There has been some progress related to Student Health & Psychological Services. We heard a presentation about the District Standard of Care last year and were invited to provide feedback. However, President Scott-Coe notice that no one from Student Health & Psychological Services was present on the District Safety and Security Committee. She raised the question at District Academic Senate, and Dr. Bishop has now said that

that there is in fact room for Student Health Services to participate in the district-wide discussion, with a rep. from each college. That is good news.

- As mentioned at last meeting: Chancellor has created a HRER task force, and there was a significant absence of chair voices on that task force. The chancellor shared last Friday that the task force will be able to include leads from dept. chairs committees at each college—we hope this can be lead or designee, if possible. Chairs will also be able to liaise with IDCs for operational feedback and input on systemic solutions.
- There is a security audit that we have known about since May. There has been lack of follow through in assembling faculty focus groups and President Scott-Coe is trying to figure out where the ball got dropped. At the beginning of August or September some dates were provided and we had people recruited and notified them to be ready, but there was some lag time. In early October some individuals received a note asking if they could attend different dates but it very short notice. President Scott-Coe expressed our frustration to the Chancellor and will followup. Not yet known if something happened to the auditor/vendor, or if we were just too organized.
- In relation to emeritus status questions which have come through Senator Nelson's department. Once a faculty member retires, they can ask for emeritus status, but reasonably some faculty are trying to get ahead of the process now. DAS President Bell is working to get more clarity. More to come, hopefully soon.
- Eddie Perez was announced as Distinguished Faculty Lecturer at District Academic Senate and district office is now working with him on publicity and dates. Stay tuned for the dates. Dr. Perez will be going to MVC and Norco as well.
- IETTC Inland Empire Trade Technical Center- two weeks ago they held a workshop. President Scott-Coe and Paul O'Connell from CTE were in attendance. Many questions and concerns because the language in relation to programs and disciplines were academic vernacular, but used by consultants. All three Senate presidents are working finding the right place for a more targeted forum for faculty input. One encouraging thing is that Vice Chancellor Bishop is now involved which has moved it over to the academic side. There is an IETTC survey coming to all faculty for input—please be candid.
- Due to illness, President Scott-Coe rescheduled meeting with Chief Dimaggio for Wednesday, November 13th on campus. If anyone has any concerns, send your information to President Scott-Coe.
- Revised 25-year Ed plan: Dr. Isaac has indicated he needs more time to review, so and we will likely see it again in early spring.
- RCCAS President's remarks: With the recent incident on campus and the election around the corner, there is a great deal of tension and anxiety. We have to look out for each other. Keep an eye on our reactivity and impatience, look for hope and grow it. Make room for difficulty. Thank you for the representation you provide here and in your departments; let's keep rising to the challenge and stay together.

- FA Representative comment: Reminder about the Faculty Association Town Hall meeting Friday, 11/8 from 12-2pm. Face to face only. This is the perfect time for faculty to come together and speak on the importance of being a stakeholder here on campus.

X. Open Hearing

- Senator expressed concern that President Oliveros has not yet assembled her advisory council on diversity, equity, inclusion, accessibility, antiracism, and belonging for social and economic justice. It was supposed to be put together last semester but has not assembled or met yet.
- Senator raised an equity issue related to printing. The fact that we don't have free printing on campus is bothersome. There is no printing in the writing center and many students do not have a tablet that they can annotate on.
- RDAS Faculty Co-chair: One thing that has come up again recently is that faculty cannot get keys for their classrooms. They are doing some investigation and asking a lot of questions to try and figure out the inconsistency applied here on campus. There needs to be a process to help figure out a solution.
- Senator expressed concern about Dr. Bishop's statement to "take the day" because she feels like it is coming from a place of privilege. When her father died two weeks ago, she could not take five consecutive days off for bereavement. There are faculty workers on this campus that work in public spaces along with classified professionals who don't feel they have that privilege.
- Senator shared that there is an open house for Cyber Security program Friday evening from 6-8pm for the new building. There will be a tour as well as talks about the program. We will also get to see projects that students have worked on and they will get to demonstrate the capture the flag competition that they developed themselves.

XI. Learn, Share, Do

- Please communicate to faculty that the bookstore will do price matching with Amazon as long as the book is the same format—e.g. new to new, rental to rental, and digital to digital, etc.
- Send comments or concerns about ASCCC for Plenary to Ajene Wilcoxson by 9am on Friday, 11/8.
- Please stay alert for possible ASCCC Resolutions that may come in late on Friday and relate to your department or discipline because you might get outreach from VP Wilcoxson.
- Please take Tiger Values back to your departments with tri-chair model.
- Please let faculty know about the AI conference in February.
- Please notify faculty about the POCR training.
- Take note and do not forget about the retirement celebration December 9th 5-6:30.

XII. Adjourn at

M/S/C: (Wiggs/Phillipsen) all in favor

RCC-FACULTY-ALL-DL Listserv Guideline

(Moderated)

Communications to/from RCC-FACULTY-ALL-DL@rcc.edu email will be distributed to every faculty employee with a physical location assignment of Riverside City College (RCC) or nearby satellite location (RCC, Centennial Plaza, Rubidoux Annex, etc. - Riverside region).

Messages are intended to communicate to or address college faculty in the RCC area. All new, current, or transferred employees that have a physical location assignment of RCC or nearby satellite location will be automatically added to this list.

Messages sent to RCC-FACULTY-ALL-DL@rcc.edu go through a moderator, within the college before they are posted. Messages sent during a regular business day are generally posted the same day before close of business, however, allow up to 48 business hours for review. Items sent after the regular business day, or on holidays or weekends, may be posted on the next regular business day.

Commented [RV1]: Who moderates this list?

- 1) Messages must be composed for, or relevant to, all RCC faculty.
- 2) Messages can be sent from *members of the District's Executive Cabinet or District Departments that serve all District personnel (i.e.: Human Resources, Risk Management and Safety).*
- 3) Messages should not disparage or defame any District/college personnel, employees, or students.
- 4) Messages may include embedded images in the emails. Larger documents or images can be uploaded and shared as an accessible link.
- 5) *Messages that are directed to specific colleges, departments, offices, groups, or individuals should not be sent via RCC-FACULTY-ALL-DL, another more appropriate listserv or other distribution method should be used instead.*

Commented [RV2]: Who can send messages?

If a message does not meet these guidelines, [Board Policies](#), and is not released, a moderator will send an email to the original sender with the reason for the denial and if applicable, the alternative Listserv server.

Commented [RV3]: Needs to be updated

Responses to RCC-FACULTY-ALL-DL@rcc.edu messages may only be sent to the original author of the messages. "REPLY TO ALL" messages will not be released.

Commented [RV4]: Only if moderated

(Unmoderated)

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All messages must follow [APs and BPs](#). If a message does not meet these guidelines and is released, _____ will happen.

Responses to messages RCC-FACULTY-ALL-DL@rcc.edu may be sent to the original author of the sent message or you can "REPLY TO ALL" for all members of the Listserv to view and respond, if they desire.

Commented [RV5]: Needs to be updated

Commented [VJ6]: What is the consequence if they do not listen

DRAFT

RCC-FACULTY-FT-DL Listserv Guideline

(Moderated)

Communications to/from RCC-FACULTY-FT-DL@rcc.edu email will be distributed to every full-time faculty employee with a physical location assignment of Riverside City College (RCC) or nearby satellite location (RCC, Centennial Plaza, Rubidoux Annex, etc. - Riverside region).

Messages are intended to communicate to or address college full-time faculty in the RCC area. All new, current, or transferred employees that have a physical location assignment of RCC or nearby satellite location will be automatically added to this list.

Messages sent to RCC-FACULTY-FT-DL@rcc.edu go through a moderator, within the college before they are posted. Messages sent during a regular business day are generally posted the same day before close of business, however, allow up to 48 business hours for review. Items sent after the regular business day, or on holidays or weekends, may be posted on the next regular business day.

Commented [RV1]: Who moderates this list?

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- 2) Messages can be sent from *members of the District's Executive Cabinet or District Departments that serve all District personnel (i.e.: Human Resources, Risk Management and Safety)*.
- 3) Messages should not disparage or defame any District/college personnel, employees, or students.
- 4) Messages may include embedded images in the emails. Larger documents or images can be uploaded and shared as an accessible link.
- 5) *Messages that are directed to specific colleges, departments, offices, groups, or individuals should not be sent via RCC-FACULTY-FT, another more appropriate listserv or other distribution method should be used instead.*

Commented [RV2]: Who can send messages?

Commented [RV3]: Needs to be updated

If a message does not meet these guidelines, [Board Policies](#), and is not released, a moderator will send an email to the original sender with the reason for the denial and if applicable, the alternative Listserv server.

Responses to RCC-FACULTY-FT-DL@rcc.edu messages may only be sent to the original author of the messages. "REPLY TO ALL" messages will not be released.

Commented [RV4]: Only if moderated

(Unmoderated)

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- 4) *Messages that are directed to specific colleges, departments, offices, groups, or individuals should not be sent via RCC-FACULTY-FT, another more appropriate listserv or other distribution method should be used instead.*

All messages must follow [APs and BPs](#). If a message does not meet these guidelines and is released, will happen.

Responses to RCC-FACULTY-FT-DL@rcc.edu messages may be sent to the original author of the sent message or you can "REPLY TO ALL" for all members of the Listserv to view and respond, if they desire.

Commented [RV5]: Needs to be updated

Commented [VJ6]: What is the consequence if they do not listen

DRAFT

RCC-FACULTY-PT-DL Listserv Guideline

(Moderated)

Communications to/from RCC-FACULTY-PT-DL@rcc.edu email will be distributed to every part-time faculty employee with a physical location assignment of Riverside City College (RCC) or nearby satellite location (RCC, Centennial Plaza, Rubidoux Annex, etc. - Riverside region).

Messages are intended to communicate to or address college part-time faculty in the RCC area. All new, current, or transferred employees that have a physical location assignment of RCC or nearby satellite location will be automatically added to this list.

Messages sent to RCC-FACULTY-PT-DL@rcc.edu go through a moderator, within the College, before they are posted. Messages sent during a regular business day are generally posted the same day before close of business, however, allow up to 48 business hours for review. Items sent after the regular business day, or on holidays or weekends, may be posted on the next regular business day.

Commented [RV1]: Who moderates this list?

- 1) Messages must be composed for, or relevant to, all RCC part-time faculty.
- 2) Messages can be sent from *members of the District's Executive Cabinet or District Departments that serve all District personnel (i.e.: Human Resources, Risk Management and Safety)*.
- 3) Messages should not disparage or defame any District/college personnel, employees, or students.
- 4) Messages may include embedded images in the emails. Larger documents or images can be uploaded and shared as an accessible link.
- 5) *Messages that are directed to specific colleges, departments, offices, groups, or individuals should not be sent via RCC-FACULTY-PT, another more appropriate listserv or other distribution method should be used instead.*

Commented [RV2]: Who can send messages?

Commented [RV3]: Needs to be updated

If a message does not meet these guidelines, [Board Policies](#), and is not released, a moderator will send an email to the original sender with the reason for the denial and if applicable, the alternative Listserv server.

Responses to RCC-FACULTY-PT-DL@rcc.edu messages may only be sent to the original author of the messages. "REPLY TO ALL" messages will not be released.

Commented [RV4]: Only if moderated

(Unmoderated)

Communications to/from RCC-FACULTY-PT-DL@rcc.edu email will be distributed to every part-time faculty employee with a physical location assignment of Riverside City College (RCC) or nearby satellite location (RCC, Centennial Plaza, Rubidoux Annex, etc. - Riverside region).

Messages are intended to communicate to or address college part-time faculty in the RCC area. All new, current, or transferred employees that have a physical location assignment of RCC or nearby satellite location will be automatically added to this list.

Messages sent to RCC-FACULTY-PT-DL@rcc.edu do not go through a moderator and are released to all enrolled immediately.

- 1) Messages must be composed for, or relevant to, all RCC part-time faculty.
- 2) Messages should not disparage or defame any District/college personnel, employees, or students.
- 3) Messages may include embedded images in the emails. Larger documents or images can be uploaded and shared as an accessible link.
- 4) *Messages that are directed to specific colleges, departments, offices, groups, or individuals should not be sent via RCC-FACULTY-PT, another more appropriate listserv or other distribution method should be used instead.*

All messages must follow [APs and BPs](#). If a message does not meet these guidelines and is released, _____ will happen.

Responses to RCC-FACULTY-PT-DL@rcc.edu messages may be sent to the original author of the sent message or you can “REPLY TO ALL” for all members of the Listserv to view and respond, if they desire.

Commented [RV5]: Needs to be updated

Commented [VJ6]: What is the consequence if they do not listen

DRAFT

Professor Star Taylor: Candidate Statement for VP of RCCAS (SP25-SP26)

I would love to be as the next Vice President of our Academic Senate to continue to serve RCC in a role that is dedicated to the teaching and learning aspect of our faculty duties and responsibilities. This role affords me the opportunity to work alongside my colleagues in a way that is influential to what we do in the classroom that might prove to provide our students with a more just, fair, and accessible experience while they're with us. As I work closely with our senate president, Jo Scott-Coe, and secretary, Micherri Wiggs, I will continue the hard work to advance a more collegial culture they have worked diligently to promote. I will also continue the work VP Wilcoxson has done in order to serve as a bridge between student and faculty governing bodies. I have already served RCC as faculty co-chair of TLLC, Umoja faculty coordinator, and presently in my role as Assistant Chair of the department of English and Media Studies; I share that job with Jo Scott-Coe. My appointment as VP of Academic Senate is a great opportunity for me to learn another essential and intimate aspect of RCC that enables me to better serve my students and colleagues.

October 14, 2024

PROPOSED: TIGER PRIDE VALUES

TRANSPARENCY: We are committed to open communication and decision-making processes that foster trust and understanding among all members of our community.

INCLUSIVITY: We honor the rich traditions of our diverse community. We celebrate diversity and actively cultivate an environment where every individual feels welcomed, respected, and valued, regardless of their background, identity, or experiences.

GROWTH: We believe in the transformative power of education to inspire individuals and communities, providing innovative opportunities for personal and academic growth for all students.

EQUITY: We are dedicated to dismantling barriers to success and creating a college community where equity is not just a goal but a reality for all, with a focus on those who have been historically underserved, marginalized, and minoritized.

RESPECT: We honor the dignity and worth of every person, regardless of their background, identity, or lived experiences by fostering a culture of mutual respect, empathy, and understanding.

STUDENT-CENTEREDNESS: We place students at the heart of everything we do, prioritizing their needs, goals, and well-being with a holistic approach to our policies, programs, and decision-making processes.

DRAFT

Proposal: Addition of a Classified Professional Co-Chair to EPOC.

Info: Motion to add a Classified Professional Co-Chair to EPOC 10/14/24. Motion passed: 10 members voted. 9 in favor 1 against.

Rationale: Decisions are more informed and well-balanced with input from all relevant stakeholders, resulting in a more inclusive strategic planning process. Diversity of experience at the institution can better identify risks and opportunities, increase collaboration and communication between stakeholders, and build trust. In addition, classified professionals sit on and co-chair several committees, including all RCC's leadership councils. A classified chair on EPOC would support classified professionals who sit on these councils and committees. Lastly, classified professionals more closely reflect the cultural and racial demographics of our student population, whereas admin and faculty do not. Many classified professionals are RCC alumni and bring a unique perspective to our strategic planning structures. RCC is striving towards a more inclusive environment, and the addition of a Classified Co-Chair to EPOC is a major step towards inclusivity.

BP 2000 ACADEMIC RANK

References:

No references

As an institution of higher education, the Riverside Community College District will award to the faculty, the ranks of Instructor, Assistant Professor, Associate Professor, Professor, Distinguished Professor, and for those individuals who earn these titles by meeting specific requirements. For retiring faculty, the rank of Emeritus may be granted and would reflect the rank held at the time of retirement.

Criteria and procedures to achieve these ranks will be developed jointly by the Academic Senate and the Administration.

[Also see BP/AP 6210 Academic Employees.](#)

Date Adopted: August 19, 2008

Revised: January 25, 2011

Revised: April 17, 2012

Revised: June 21, 2022

(Replaces RCCD Policy 3092)

Formerly: 4000

AP 2000 ACADEMIC RANK

References:

No references

This plan involves no additional expense to the Riverside Community College District. It is not attached to salary, nor is it a merit plan for salary increases.

I. Procedural Guidelines

- A. A faculty member who joins the Riverside Community College District in a full-time teaching capacity and who held academic rank in his/her previous teaching position shall have equivalent rank, provided the requirements in Section II (below) have been met.
- B. Each academic rank shall be identified in a subject area.
- C. The subject area in which the title is granted must be one in which there is a sequence of course offerings of the College, and the subject title must be on the master list of subject areas as established in the most current catalog.
- D. A faculty member holding rank in accordance with the provisions of this section may request a change in subject area title at such time as he is qualified.

Faculty transferring to an administrative role, including any supervisory capacity or counseling administrators, may retain such rank as had been conferred upon them during their tenure in the classroom, but will not be considered faculty while serving in an administrative capacity.

II. Academic Ranks

- A. Associate Faculty
The rank of Associate Faculty is applied to non-contract faculty paid on a per course basis.
- B. Instructor
An individual who does not have a Master's degree, but who fulfills the work experience requirement to serve as career and technical education faculty shall receive the rank of Instructor when appointed to a full time, permanent position. If the position is not permanent, the rank will be visiting instructor.
- C. Visiting Assistant Professor
The rank of a full-time faculty member who is on a non-tenure track appointment will be Visiting Assistant Professor if he/she has a Master's degree from a regionally accredited institution.

D. Assistant Professor

The rank of a faculty member who is on a tenure track appointment, and holds a Masters' degree from a regionally accredited institution, shall receive the rank of Assistant Professor.

After having served for four years and achieving tenure, an individual who does not have a Master's degree, but who fulfills the work experience requirement to serve as career and technical education faculty, shall receive the rank of Assistant Professor, Career and Technical Education.

E. Associate Professor

A faculty member who has served as an Assistant Professor for four (4) years, achieved tenure, and holds a Master's degree from a regionally accredited institution, shall receive the rank of Associate Professor.

F. Professor

Persons wishing to apply for the rank of professor should submit a letter of application with supporting documentation establishing achievement of the criteria to the Professional Growth and Sabbatical Leave Committee (PG & SL) by October 31 of each academic year. The Committee will review the applications and make a recommendation based upon the criteria listed below.

Advancement to the rank of Professor is not, and should not be, considered automatic. While criteria for years of service and education are clear, service to the institution as listed below must be established. When submitting an application, it is best to include specifics about the applicant's involvement, not just a list of committee, clubs, department and/or discipline involvement.

Minimum Criteria:

- Years of Service: A faculty member who has served the district for a minimum of ten (10) years, in a full time faculty position.
- Educational criteria: Master's degree from a regionally accredited institution
- Service to the Institution: Consistent and continual service per contractual obligations, as well as consistent involvement and contributions to shared governance, organizational development, and/or student organizations. Examples of such involvement and contribution may include, among others, Senate service, CTA leadership service, and advising student affairs clubs, and organizations, etc. PG&SL may ask for a letter of evaluation from the faculty member's College Vice president of Academic Affairs or the College Senate President demonstrating fulfillment of these requirements.

Plus one of the following:

- Education: A degree from a regionally accredited institution that qualifies the applicant for placement on column H of the approved faculty salary schedule.
- Scholarship: Peer reviewed publications or creative activities (such as major gallery exhibits or performances), patents, or other indicators of excellence in discipline related activities.

- Exemplary service to the institution and/or the community for at least fifteen (15) years. This service level must clearly exceed what is contractually expected of a faculty member. PG&SL may ask for a letter of evaluation from the faculty member's College Vice President of Academic Affairs or the College Senate President demonstrating fulfillment of these requirements.

Individuals seeking to use the above criteria must provide evidence that the service level clearly exceeds what is contractually expected from a faculty member. PG&SL may ask for verification and evidence.

Procedures for the granting of the rank of Professor:

- The PG&SL Committee will examine the files of each applicant and by a majority vote will make a determination as to whether or not the applicant meets the requirements for the rank of Professor.
- If the majority of the PG&SL Committee members agree the applicant has met the criteria, the file is sent to the College President. If the Committee does not agree the applicant has met the criteria, it may request additional information per the criteria listed above and then send the file, including any additional information, to the College President informing the President of the committee's decision.
- The College President will review the file. If his/her recommendation is positive, the file is sent to the Chancellor. If the decision is negative, he/she may ask the candidate to provide additional information which then is included in the file sent to the Chancellor.
- The Chancellor will review the applicant's file, the recommendations of PG&SL and the College President. If the Chancellor agrees that the criteria have been met, the faculty member's name is sent to the Board of Trustees for affirmation. If the Chancellor does not agree, he/she will inform the District Academic Senate (DAS) of his/her decision, including the reason(s) for the decision. The District Academic Senate will review the file and may request clarification from the applicant. The DAS, working with the Chancellor, will then make a decision. If the DAS agrees that the applicant has indeed met the criteria, the faculty member's name is forwarded to the Board of Trustees for affirmation. If the DAS does not agree that the applicant has met the criteria, they will so inform the applicant, in writing, including the reasons for denial.
- The decision by the District Academic Senate for that academic year's applications for the rank of professor is final.

G. Emeritus

The rank of Emeritus may be granted to any faculty member who has earned retirement and will be based on the academic rank the faculty member held at the time of retirement (e.g., Instructor Emeritus, Assistant Professor Emeritus, Associate Professor Emeritus, and Professor Emeritus). The rank of Emeritus may be awarded posthumously.

The rank is bestowed upon the affected faculty member by the District Academic Senate to ensure the uniformity of standards, which should include consistently positive service to the institution during that faculty member's employment. The District Academic Senate may ask for a letter of evaluation from the retiring faculty's College President, Vice President of Academic Affairs, or Academic Senate President, as appropriate. The District Academic Senate will inform the Chancellor who will forward the names to the Board of Trustees for affirmation.

H. Distinguished Professor

RCCD faculty must be nominated for the rank of Distinguished Professor by two people, one of whom is a full professor and the other an administrator, both from RCCD. The nomination shall address the candidate's qualifications. Nominations may not occur more than once in an academic year and should be submitted to the PG&SL Committee by October 31 of that academic year. The PG&SL will review the nominations to ensure that the nominees meet ALL of the requirements listed below:

- Nominees must have held the rank of full professor at RCCD for a minimum of four (4) years.
- Education: A degree from a regionally accredited institution that qualifies the applicant for placement on column H of the approved faculty salary schedule.
- Scholarship: Peer reviewed publications or creative activities (such as major gallery exhibits or performances), major patents, and/or other indicators of excellence in discipline-related activities.
- Exemplary service to the institution and/or the community for at least 20 years. This service level must well exceed what is contractually expected of a faculty member.

Procedures for granting of the rank of Distinguished Professor:

For the rank of Distinguished Professor, the PG&SL Committee will examine the files of each nominee and by a majority vote will determine if any of the nominees meet the minimum qualifications. The files of those who do meet the minimum qualifications are forwarded to the committee below. Those who do not meet the minimum qualifications will be informed accordingly by PG&SL, in writing, and the decision is final.

Chancellor
Senate President, Moreno Valley
Senate President, Norco
Senate President, Riverside
Distinguished Professors (if any)

The above committee will review the files forwarded by the PG&SL and may make a decision by majority vote to grant the rank of Distinguished Professor to no more than ONE of the applicants. The name of that nominee is forwarded to the Board of Trustees for affirmation. However, the committee may choose to NOT forward any nominee to the Board of Trustees for that academic year. Any and all candidates not selected, will be informed in writing by the committee.

The committee may also make a decision NOT to grant the rank to any of the nominees for that year.

The decision of the committee is final for that academic year.

Office of Primary Responsibility: Vice Chancellor, Educational Services and Strategic Planning

Administrative Approval: December 8, 2008

(Replaces RCCD Regulation 3092)

Revised: August 16, 2011

Revised: October 17, 2011

Revised: December 5, 2011

Revised: June 18, 2012

Revised: April, 2014 (job titles only)

Revised: August, 2014 (job titles only)

Formerly: 4000