Riverside City College Academic Senate
October 19, 2026 • 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 2029)
President: Patrick Scullin
Vice President: Megan Bottoms
Secretary-Treasurer: Kayla Henry

Department Senators (Term ending 2027)
Applied Technology: Daniel Eini
Behavioral Science: Eddie Perez
Business, Law & CIS: Jennifer Corr- Not present
Communication Studies: Lucretia Rose
English: Christine Sandoval
History/Philosophy/Humanities/Ethnic Studies: Deborah Brown
Library & Learning Resources: Sally Ellis
Life Sciences: Gregory Russell
Mathematics: Mary Legner
Music: Steve Mahpar
World Languages: Huda Aljord

Associate Faculty Senator (Term ending 2026)
Virginia McKee- Leone

Department Senators (Term ending 2028)
Art: Will Kim
Chemistry: Leo Truttmann
Cosmetology: Rebecca Kessler
Counseling: Sal Soto
Dance and Theatre: Kristin Nemecek
Economics/Geography/Political Science: Sean Pries
Kinesiology: Jim Elton
Nursing Education: Lee Nelson -Not present
Physical Science: Aaron Sappenfield
School of Education & Teacher Preparation: Kayla Henry

Ex-Officio Senators
TLLC: Lashonda Carter- Not present
ASC: Jacquie Lesch
EPOC: Wendy McKeen – Not present
GEMQLC: Virginia White

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RDASLC: Tucker Amidon- Not present
SAS LC: Melissa Harman – Not present
Curriculum: Kelly Douglass – Not present
Parliamentarian: Sal Soto

RCCD Faculty Association
Araceli Calderon

Administrative Representatives
College President: Eric Bishop
VP Academic Affairs: Lynn Wright- Not present
VP Business Services: Elia Blount – Not present
VP Planning and Development: Kristi Woods – Not present
VP Student Services: FeRita Carter- Not present

ASRCC Representative
Aleida Hill

Recorder of Minutes
Sydney Minter

Guests
Shari Yates, Dean of CTE

3:05 II. Approval of the Agenda Oct. 19

M/S/C: (Brown/Rose) approved by consensus with 1 abstention- to amend the agenda and change "Ongoing Business" to "New Business" for items VIII. A/B as well as moving Senator Brown's discussion item A. from "Open Hearing" to item VIII. C

3:05 III. Approval of the Minutes Sept. 21 and Oct. 5

M/S/C: (Elton/Sandoval) approved by consensus/1 abstention Sept. 21
M/S/C: (Soto/Elton) approved by consensus Oct. 5

3:10 lV. Public Comments

- Shoutout to RCC Football team for being #1 in the state. Please give the students in your class who are on the football team some grace as they are very excited.

3:20 V. Officer and Liaison Reports

A. President

- On October 7th President Scullin attended the EPOC meeting and he thought that it was very fruitful discussion related to our program review and resource requests. There were some different ideas presented about how our resource request are made which could make the process easier for us here on campus.

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Separating resource request from program review is important overtime because, especially for replenishing or replacing equipment or materials and supplies.

- There will be an open forum for Faculty Prioritization, this Thursday, Oct. 22nd and a Zoom invite was sent out. There is also a training provided for faculty who serve on councils to help them understand how the request are put in and how the numbers are generated.
- President Scullin also attended the Marketing Committee meeting which is now a part of the GEMQ leadership council as opposed to RDAS. President Scullin feels that the committee can engage in better coordination with marketing resources for the entire campus.
- There was an Accreditation Townhall on October 12th and the accreditation team visited with many faculty members on Zoom where comments were encouraged. A few senators and others were there sharing good news about our campus.
- The Chancellor's retirement event was on October 15th and it was quite a presentation. Congratulations to Dr. Isaac on his well-deserved retirement. They also announced a new STEM scholarship in the chancellor's name as well as the intention of naming a building in his honor at the Inland Empire Trade technical center (IETTC).
- On Thursday, October 15th, President Scullin attended the District AI council and that is something that he will present on later in the meeting.
- There will be an accessibility training on Oct. 23rd. with Professor Sui and is really beneficial, so if faculty in your departments are struggling or need assistance, please encourage them to attend the training.

B. Vice President

- Vice President Bottoms wanted to follow up on Senator Ellis's item from our last meeting on textbooks that are out of compliance in the library and the effort to digitize them. Academic Senate leadership did meet with the VP and at this time there is no funding available to digitize these textbooks. There was a suggestion to begin using OER textbooks. The CCCCO Teaching and Learning Cooperative Newsletter (TLC Connect) is providing professional learning, resources, and opportunities from across our system in one place and there is a good portion that centers around OER and accessibility. In conversation with Dr. Greene who is the Faculty Development Coordinator, it was determined that these opportunities can count as FLEX, however equity FLEX would be on a workshop-by-workshop basis and faculty will need to notate that in the evidence section in the Faculty Portal.
- The resolutions for Plenary are now available on the ASCCC website. Typically, the process has been that the senate leadership team will meet to discuss the resolutions and if they identify any earmarked ones, they will bring it to Senate. If leadership finds that the resolution relates specifically to a department it will be forwarded to that department for consideration. At our next senate meeting leadership will bring the resolutions forward for any discussion or consideration. Please see the resolutions packet link for more details. 2026 Fall Plenary Resolutions
- District Academic Senate is moving to standardize the Distance Education (DE)

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Committee as a standing committee of District Academic Senate. This would need to include updates to the bylaws, but it would standardize the campuses and the processes to ensure more continuity in how things are passed up and down the chain. We will share more information as we learn how this process will be initiated at District Academic Senate.

- If you have not seen it in your email, there is an employee well-being survey that was emailed to us all, please spend a couple minutes on the survey. The idea is that Human Resources (HR) can provide more wellness benefit opportunities for us and perhaps it can assist the Faculty Association later on when it comes to benefits. The survey closes on Wednesday, Oct. 21st.

C. Secretary Treasurer

- Secretary-Treasurer Henry wanted to follow up to let everyone know that she and Vice President Bottoms attended the last Faculty Development Committee meeting. They attended the meeting to hear, discuss, and flush out questions on what counts as FLEX and what counts as institutional service. Currently the committee is working through the steps to make a subgroup, and they will essentially create a decision tree on what counts as FLEX and what is considered institutional service. Academic Senate will see this at a future meeting and faculty will be able to provide comments and suggestions.
- Senator Henry wanted to follow up on Senator Rose's concern about the survey monkey issue and she noticed that in the Faculty Association minutes they reached out to IT and it noted that they had resolved the issue, however, the issue is that there is a new system that IDC's have not worked with before, so please give them some grace as they learn this new system.

D. RCCD Faculty Association

- Vice President Calderon of the Faculty Association received an email about the annual Cyber Security training and did not know if everyone had received the email as well, but if you did, please complete the training before the deadline.
- Thank you for those that participated on the data collection survey regarding the issues we were having with Keenan. Dariush and VP Calderon will be presenting their findings at the board meeting on Tuesday, October 20th. Point of clarification, the Faculty Association is not solving any issue and they are in conversation with the district, and the district is going to communicate with Keenan to get these issues resolved.
    - Issue with a code- in that the charges exceed reasonable and customary allowance
    - Individuals are having to pay their deductible multiple times
- VP Calderon encourages faculty to read the RCCD Establishment and Modification of Course Caps. The document was passed through Academic Senate and the Faculty Association and was vetted. The document is added here in the minutes in case any departments or anyone in your discipline is interested in changing the course caps for their course. Please refer to the link for further details Establishment and Modification of Course Caps document
- The Faculty Association is very excited about their mixer. They want to see

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everybody join them and participate. It is going to be an evening of great company, conversation, and music from our jazz students. There will be food, beer, and wine. The mixer will take place at the district roof top on Thursday, Nov. 5th from 4pm-7pm.

- There is a discrepancy in the FTEs for non-mirrored and noncredit courses. The district is aware of this as they are trying to grow non mirrored and non-credit courses. Our administration is working to resolve the issue.

E. College President or designee

- This Friday, October 23rd. Dr. Wright, Dr. Bishop, and one of the writers have a meeting with the ACCJC team and they will be in their session reviewing all of the documents that have been submitted. There will be a 30-minute read with them via Zoom and it is anticipated that this is a big work session and so we will see what will come out from this session.
- President Bishop wanted to touch on an item that VP Bottoms brought up a few meetings back about the new legislation in regards to bachelor's degrees. The chancellor's office has had a couple of webinars/meetings with the CEO in respect to what that means. The new laws go into effect January 28th. In what they have said is they have cycles 9, 10, and 11 that they are rolling out before those laws go into effect which are actually 10 and 11 by January of 2027 and August of 2027. During that time the Board of Governors still has purview to approve up to 15 additional bachelors' degrees before we go into the tier system.
- As we move into the faculty prioritization and into the hiring for next year, we currently have 16-17 existing positions not including the 6 new positions that are result of either searches that did not finish last year or just did not happen. So, we are looking at 22-23 new faculty next year not including any retirements that may happen between now and then.

F. ASRCC Representative

- ASRCC had a successful homecoming week, they held a tailgate party, ginger bread building competition and they did a cake walk as well with a pretty good turnout. They also held a pep rally which ASRCC Representative Hill thought was very cool and the theatre came out to perform which was nice.
- Thank you to Dr. Bishop for his help with the pep rally!
- Halloween Town is coming up this Friday, October 23rd. Please come out and participate
- Representative Hill attended the SCCC meeting and they met with the other colleges to discuss and finalize their negotiations with RTA. They finally decided that they are going to go with the U-pass proposal, where students will be charged a discounted rate versus paying a flat overhead fee for the whole year.

3:40 VI. Committee or Council Updates and Reports

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- **N/A**

3:45 VII. Information

A. Juan Lopez or designee will share Copy Center and Printing Services instructions for color printing.
- The Copy Center has two locations which everyone is familiar with and then there is the district printing. The main purpose of the copy center here on campus is to support classroom instruction and they only offer black and white copies because budgeting is limited. If there is a need for color copies a request to printing services can be submitted and a budget code is needed in order to process the request(s).
- Juan walked faculty through the process of requesting color copies and how to submit their orders on the district website.
- The printing and copy centers have a request in that there is only one person working in the center, so please submit your request early and allow at least 3 days for processing. For the print shop, please allow for 3-5 days for processing because their team provides service for the entire district. For promotional items they ask for 3-4 weeks because they are dealing with outside vendors.
- If copies are for classroom instruction, they are free. If you need color copies, they are 8 cents a page.
- For certain disciplines and the cost of materials for courses can be prohibited where color copying or printing is necessary for instruction.

B. President Scullin and Secretary Treasurer Henry will provide tips for facilitating course accessibility tasks
- At our last meeting DJ Hawkins came in and talked to us about the 5 steps for course accessibility. Secretary -Treasurer Henry put together a step-by step guide in finding the 5-accessibility step guide for Distance Education on Canvas
  - Step 1 go to Canvas and click on your DE instructor resources and then click on the accessibility guide which is the blue tab. Then go to the page that says either enroll in the course or go to course. You should then see the 5-steps to improve accessibility in that you will find 5 steps Accessibility Cleanup Work Flow
  - Step 2 click on the 5 steps to the Accessibility Cleanup Workflow.
- In step 1, if you use the tidy up tool, you can find broken links and broken pages and remove them. Try using Poketech to look for errors. This makes a big difference in your accessibility score and there are warning that appear, some of them cannot be fixed and even if they are fixed the system will still give you a warning.
- Something faculty have been learning is that you can set up a sandbox course and you can use that course to create your next semester course so that you are not having to go back in and revise and old course. You can also wipe and replace items in your course
- Does the sandbox have to be 100% fully accessible? It just depends on what you are using it for

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C. Vice President Bottoms will explain the Professor Emeritus status, submission deadlines and approval process

- Over the summer and over the last couple of semesters several of our retired faculty have reached out about how they could get emeritus status.
- According to board policy the faculty requesting emeritus status has to actually have earned retirement, and they have to be retired and separated before they can get emeritus because it is based on the rank at the time of their retirement. In moving forward there needs to be a more streamlined process and procedure of the criteria for emeritus status.
- In looking though past practices VP Bottoms found that there were two mechanisms either a faculty member initiated the status or the department initiated the status on behalf of the faculty. Then either the faculty member or the department would bring the request to local senate. Senate would then discuss the request and then vote on it. Next it would go to District Academic Senate, they would vote and then DAS would take all of those that were approved to the trustees for approval.
- VP Bottoms is working with faculty who have asked for the emeritus status. Several of you senators might have gotten those faculty who have recently separated and some may have trickled over from the golden handshake, so if you have faculty that have reached out to you, you can let them know that they or either their departments can initiate the emeritus status. This can also be done for faculty who have passed away or someone can write it on their behalf.
- There is no appeal process that we know of and the process has been very informal and some people were missed
- Request to agenized emeritus status at a future meeting to be further discussed.

4:15 VIII. New Business

A. President Scullin will report on attending the RCCD Artificial Intelligence Council

- This is district information regarding the districts proposed policies for AI and they are looking to identify the areas and the different purview for each area regarding the use of AI within the district.
  - How it is used in the district
    - Teaching and learning- (faculty purview)
    - Employee and work conditions- (bargaining unit at the district)
    - Technology and data- (district and ITSC)
    - Policy and procedure (which goes back to the board)
- No decisions have been made this is just how the district is presenting information to us and they have attached department policies which departments have taken it upon themselves to write which is completely in their purview.
- In the document there is an attachment from Norco College on their polices and President Scullin encourages everyone to read it. There is also a draft of board policy that the district is writing and they are looking for feedback.
- Discussion item- The basic function of the council is to recommend board policy administrative procedures that establish clear principled guardrails for

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the safe, ethical, and responsible use of artificial intelligence which is the proposal that has been brought to the committee and within the document is the council membership which the district has proposed and adopted.
    - The makeup of the council in that out of its 17 members 9 of them are administrators or managers and there are only 4 faculty that sit on the committee.
    - There is a lot of information within this document and President Scullin encourages everyone to share and read. Also included in the document is legislative decisions.
    - As a senate we have an opportunity to decide how we want to interface with our portion of this which is the teaching and learning section as it relates to anything regarding 10+1.
        - There is no equitable representation for shared governance
        - It seems more like a consultation body
        - When was the council formed?
        - The group met once last spring and once this fall

B. President Scullin will present a proposal for an Ad Hoc Committee that will assist the Senate in matters regarding Artificial Intelligence.

a. Proposed action: Establish a Senate Ad Hoc Committee on Artificial Intelligence with a representative membership including defined scope and responsibilities.
    - Do we need a standing committee?
    - Can we write a report for the spring semester regarding Senate's role? Is this meant to be a temporary committee to decide and determine the Senates role in AI?
    - This is an opportunity for Senators to take this back to their department and disciplines to determine if this is a reasonable thing for us to start.

b. Proposed action: Adopt a charge with deliverables for the Senate Ad Hoc Committee on Artificial Intelligence defined by the RCCAS 10+1 responsibilities.
    - What would this adhoc group do different then what is already being done?
    - Will the working group be able to make recommendations?
    - Will there be more student representation?
    - Do we actually have a group or forum that discusses, researches, and gives us council on what to do?
    - There is no language around full time or associate faculty representation.

C. Professor Brown will share a draft resolution entitled "Faculty Governance and Equitable Review of Artificial Intelligence Technologies at Riverside City

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College" and highlight additional draft resolutions written for ASCCC Fall 2026 Plenary Session

- To give the group a little background so this is a sister resolution to a resolution that has moved forward statewide through ASCCC that is worded similarly. The statewide resolution is Faculty Governance and Equitable Review for Artificial Technologies in California community colleges and it will be circulated along with the other 35 resolutions moving forward. Senator Brown has another resolution that we are not going to touch on today but we will at a future meeting about Supporting the Autonomy, Cultural Foundations and Development of the Autonomous Disciplines of African American Black Studies, Asian American Studies, American Indian, Native American Studies, and Chicano AWICS and Latina OEIC Studies, referred to as ethnic studies.
- Both of these resolutions as mentioned have moved forward to fall Plenary which is the first week in November. The resolution was written for a local audience, and highlights that over 80 % of our population is black and brown and there needs to be some intentional conversation about the role that they play and how they are impacted. In addition to how not only our students, but faculty and classified professionals and all of our stakeholders are being impacted as well.
- The resolution references our 2030 vision and there are some amazing scholarships that Senator Brown encourages faculty to look at. A lot of the resolution is focused on transparency and also ensuring that these items are educational appropriate and not harmful to our students, especially our black and brown students.
- Senator Brown read a resolve statement to the group and it is as follows
    - The Riverside City College Academic Senate affirm that artificial intelligence technologies affecting academic and professional matters, including AI functionality embedded within existing instructional, student support, enrollment, and institutionally supported platforms, should be subject to transparent, equitable, ethical, and inclusive faculty governance processes. Before implementation and throughout continued use, with meaningful participation by faculty and students from communities disproportionately affected by these technologies and resolved that the Riverside City College Academic Senate establish, through its existing governance procedures, a temporary faculty-led artificial intelligence technologies review workgroup accountable to RCCAS, with appropriate representation from faculty possessing disciplinary, curricular, pedagogical, technological accessibility and equity expertise. Including faculty whose scholarship addresses the historical, racial, cultural, and social implications of emerging technologies, and that the workgroup collaborates with appropriate participatory governance bodies and institutional experts while preserving the Academic Senate's responsibility for academic and professional matters and resolved… that

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the artificial Intelligence Technologies Workgroup, a review workgroup, identify and examine artificial intelligence technologies and functionality that are licensed, enabled, embedded, piloted, recommended, or otherwise institutionally supported at RCC, including functionality within Canvas and other instructional student support, enrollment, and administrative platforms and recommend transparent evaluation criteria addressing educational necessity, intended and unintended consequences.

Equity, accessibility, environmental sustainability, racial and algorithmic bias, student privacy, safety and agency, responsible data governance, academic freedom, faculty authority over curriculum and pedagogy, faculty intellectual labor, and intellectual property. Accuracy and known limitations, secondary use of student and faculty content, model training or improvement and mechanisms for identifying, reporting, reviewing, and addressing harmful, inaccessible, inaccurate, discriminatory, or inequitable outcomes and resolved that the Riverside City College Academic Senate support community-informed evaluation processes that meaningfully include Africana, Black, American Indian, Native American, Asian American, and Pacific Islander, Chicanx, Latinx, Multiracial, female, LGBTQIA2+, Disabled, low-income, first-generation, multilingual, and other historically minoritized students and faculty, particularly those most likely to experience disproportionate harms. Recognize their lived experiences and disciplinary expertise as essential evidence, and ensure that their perspectives inform recommendations concerning the adoption, modification, restriction, suspension, or discontinuation of artificial intelligence technologies and resolved that this workgroup, in collaboration with appropriate institutional research and participatory governance partners, recommend methods for assessing student and faculty experiences with artificial intelligence and algorithmically mediated technologies, including educational benefits and harms. Privacy and surveillance concerns, accessibility barriers Effects on academic freedom and faculty workload, and experiences involving inaccurate, biased, stereotypical, or culturally inappropriate outputs and that such assessment was methodologically appropriate and consistent with applicable privacy protections examined with aggregated experiences so that aggregate institutional measures do not obscure varied experiences and outcomes and resolved that the AI Technologies Review Group report its findings and recommendations to RCCAS for deliberation and appropriate referral through established college and district governance processes. That the establishment of the workgroup shall not itself constitute endorsement or approval of any artificial intelligence technology. Nor substitute for appropriate institutional action concerning identified risks. That institutional licensing or technical availability of artificial intelligence shall not by itself require faculty to incorporate such technology into their curriculum or pedagogy, that RCC and RCCD provide appropriate institutional expertise. For

privacy, cybersecurity, accessibility, contractual vendor procurement, and data governance review, and then matters involving workload, compensation, work conditions, evaluation, intellectual property rights, and other rights governed by the collective bargaining agreement be addressed consistent with the respective responsibilities of the Academic Senate and the Faculty Association.

M/S/C: (Elton/Bottoms) to extend the meeting by 5 minutes- approved by consensus

4:35 IX. Action Items

A. Ratification of new and ongoing appointments: President Scullin or designee will present candidates for the following committees or councils
   a. N/A

4:40 X. Open Hearing

- Shoutout to RCC Football team for being #1 in the state. Please give the students in your class who are on the football team some grace as they are very excited.
- Senator Sandoval along with a group of concerned faculties across 10 disciplines decided to come together and write a lengthy letter that will be sent to Dr. Bishop to express their concerns over the speed at which the college and district have procured, adopted and encouraged generative AI implementation. The group spent about 50 hours of combined labor and research that went into this letter.
- The letter basically outlines the material, cognitive, and social costs of investing in generative AI. The letter also goes over social justice, equity issues, social and cognitive implications and material realities, such as climate impact and environmental racism. The document is about 9 pages with link to all the research that supports every claim.
- Senator Sandoval asks that everyone reads the letter regardless of where you stand right now, pro or con. The letter will be emailed to everyone but she wanted to give the group a hard copy so that they can annotate and write their questions down.
- The group plans on moving the letter forward to the district so if you would like your name added, please email Wendy Silva by October 30th. There are already 32 names across 10 disciplines.

4:45 XI. Learn, Share, Do

- Accessibility Training on October 23rd from 10am-12pm
- Access 5-sptep guide for accessibility
- FA mixer

5:00 XII. Adjourn at 5:02pm

M/S/C: (Bottoms/Perez) approved by consensus

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