

**Riverside City College Academic Senate**

May 18, 2020 • 3:00 - 5:00 PM / Zoom

3:00 I. **Call to Order 3:01 pm**

3:00 II. **Roll Call – sign-in**

President: Mark Sellick  
Vice President: Kevin Mayse  
Secretary-Treasurer: Mary Legner

**Departments:**

Applied Technology: Stephen Kennedy  
Art: Will Kim  
Behavioral Science: Marc Wolpoff  
Business Admin/IST: Mark Lehr  
Chemistry: Stacie Eldridge  
Communication Studies: Cliff Ruth  
Cosmetology: Peter Westbrook  
Counseling: Sal Soto/Scott Brown  
Dance/Theatre: Jodi Julian  
Early Childhood Education: Emily  
Phillippsen (Not Present)  
Economics/Geography/Political Science:  
James Hayes  
English: Jan Andres  
History/Humanities/Philosophy: Kirsten  
Gerdes  
Kinesiology: Dennis Rogers  
Library: Linda Braiman  
Life Sciences: Lisa Thompson-Eagle  
Mathematics: Evan Enright  
Music: Kevin Mayse  
Nursing: Lee Nelson (Not Present)  
Physical Science: James Cheney  
World Languages: Huda Aljord (Not  
Present)

**Other:**

Associate Faculty Representative: (Not  
Present)

**Ex-Officio Senators:**

EPOC: Kathleen Sell  
ASC: Hayley Ashby  
TLLC: Mary Legner  
GEMQ: Debbie Cazares (Not Present)  
RDAS: Tucker Amidon (Not Present)  
SAS: Eddie Perez (Not Present)  
Curriculum: Kelly Douglass  
Faculty Association: Rhonda Taube/Emily  
Phillippsen  
VP, Academic Affairs: Dr. Carol Farrar  
College President: Dr. Gregory Anderson  
ASRCC (Student Representative): Tyrese  
Blue (Not Present)  
Parliamentation: Sal Soto

**Recorder of the Minutes:**

Jess McDermott

**Guests:**

Erik Galicia, Viewpoints (student)  
James McCarron, Kinesiology  
Sheri Yates, Early Childhood Education  
Alicia Berber, Kinesiology  
Monique Greene, Counseling and Guided Pathways  
Jacqueline Lesch, Digital Library  
Emily Spencer, Chemistry  
Kristine Di Memmo, Dean of Instruction (CTE)  
Jo Scott-Coe, English  
Paul O'Connell, Applied Technology  
Debbie Whitaker, Early Childhood Education

3:05 III. **Open Hearing 3:09 pm**

- **Question:** Senator Thompson-Eagle – Update on Canvas shell splitting issue? Real issue.
- **Answer:** VP Academic Affairs Farrar – Haven't come up with anything yet that supports the way the courses are built.
- **Question:** Senator Thompson-Eagle – Curriculum or input change if add lab and course codes? It was this way in the past. Reduce FTEs?
- **Answer:** VP Academic Affairs Farrar – If lecture and lab became its own course and became co-requisites, it should be a curriculum change.
- Senator Thompson-Eagle – Academically, they were not separate in the past.
- RCCAS President Sellick – Need to speak to counterparts as this must be an issue at other institutions. Need to find a solution as there are content issues and FERPA concerns. Will add to District Academic Senate Meeting agenda, so it can be addressed.
- Senator Douglass – Hate to see a technology issue drive a curriculum change.
- Senator Eldridge – Set up in courses/labs on Canvas changed because students signed up for lecture thinking lab was included, and it wasn't. Had to sign up separately using two numbers. To solve this issue consolidated to what it is now.
- RCCAS President Sellick – Saw that others have questions about labs. Inform about best way to construct this discussion at District Academic Meeting and hold a meeting about this issue specifically to give updates. Don't want substantive issue hanging when we leave for the summer. If don't want to come, it

could be an information session for those who need it to have concerns properly addressed.

3:20 IV. **Approval of the Agenda 3:02 pm**

Approved by unanimous consent.

3:20 V. **Approval of the minutes: April 6, April 20, May 4, 2020 3:05 pm**

Suggested changes added to chat. Approved by unanimous consent.

3:25 VI. **Officer and Liaison Reports**

A. President – Mark Sellick

- Lots happening at all three levels. At State level, Gov. Newsom sent budgetary information and shortfall near 44 billion dollars. Potential impact on system may be drastic. On Tuesday, May 19, Vice Chancellor Aaron Brown will be presenting revised budget projections at board meeting around 6 pm. Please attend if you can. Can also share link, so you can watch and tell department members what we see coming. Will continue to update.
- New ASCCC leadership elected and curriculum institute will be held online. ASCCC will hold all institutes online, so you can go to their website to sign up. Can also email RCCAS President and ask about institutes offered.
- Remember deadline for EW or grade change to P/NP is July 15. Students have one year after this to request a change. For summer, the date is August 15.
- Should have received email from Vice Chancellor's Office about caps for classes in 30-39 or 40-49 range. May be tinkering, depending on courses in STEM. Will bring changes to members of this body as soon as informed. This is preliminary. Understanding is 39 and below capped at 35 and 40-49 capped at 45.
- **Question:** VP Mayse – All lecture classes were to be capped at 45. Who makes this decision? This has not been done district wide. Most classes at MoVal and Norco capped at 45. And some have changed to 45 at RCC, but many have not and are still at 42, etc.
- **Answer:** RCCAS President Sellick – Has to do with historical cap on these classes. Talk with VP Academic Affairs and RCCAS President offline to discuss this inconsistency.
- ERP – Want to change Web Advisor. Initial agreement fell through, but we secured a new one. People who use this system should have been made aware of this change and been a part of the discussion because it affects them. Needs to happen at front end not back end. Not acceptable.
- Under impression that District Star Planning Council charge is to accept work product from colleges unless there is a reason to get involved. We are charged by title 5 with oversight and obligated to step in if need to. Not the case for District Strategic Planning Council. Authority not granted.
- DE support one of the things trying to do is get assistance for instructors who need direct help in DE environment. Faculty Association made a demand to bargain to get folks on the ground to help. These folks should

be hired soon to help with these particular issues. Still working out where they will be, whether district or based at a college.

- District level task force convened last week to discuss how re-opening the college might take place. College presidents taking lead on this.
- DE blanket addendum and DBAC meetings to talk about budget and how to deal with it. Prior to COVID happening, we wanted to create a model for allocation to colleges. But now have to do this in context of changes that are taking place. RCCAS President will bring back information to senate.
- PRT report rolled out what District wanted feedback on. Main question is how deal with data storage, usage, and integrating into documents. Created proposal to get money back to use more effectively at district and college levels.
- The college strategic plan will go to board and be finalized tomorrow. Thanks to those who assisted with this. College will reap benefits of your work tomorrow when it passes.
- RCCAS President and senators are in process of hiring new athletics director to oversee athletics department who can take amazing programs further.

B. Vice President – Kevin Mayse – No updates.

C. Secretary-Treasurer – Mary Legner

- Shared financial report
- Two walls on campus that face athletic fields inside the quad will feature 344 emeritus faculty names. Will discuss granting emeriti status at next meeting.

D. RCCD Faculty Association – Rhonda Taube and Dariush Haghighat

- FA President Taube – Flex track available from home. Be sure to add hours transitioning to online platform as it counts. Please contact help desk through IDS for support if you are still unable to access or need support.
- Negotiated with district on accessibility issues related to ADA, and they agreed to create two full-time Accessibility Expert positions, add one more DE Instructional Design position, and renewed two temporary DE Instructional Design Specialist positions and make them regular full-time.
- May have seen email to students that parking fees have been reimbursed. Asked for faculty as well and said no but will stop any further payments for permit.
- Budget is looking dire. COLA has been taken out of proposal, but our agreement with district and the Chancellor will be honored, so we will still receive 2% raise for faculty and .2% raise for part-time faculty.
- Elections will end on Wednesday. Please vote.
- For part timers let go because of budget crisis, Community College Association is offering workshop on how to obtain unemployment.

E. College President – Gregory Anderson

- Encourage to read PLT notes as it gives more info about VP and President decision makings.
- Chance to give updates to external groups recently. Refreshing to see people face to face and see how much they care and depend upon our college. Able to assure these people that we remain strong and will

continue to accomplish a great deal. Impressed with what we've accomplished. Thank you.

- Part of ensuring excellence is the need to hire faculty members. There are a number of hirings going on. The process is strong and fair and bringing RCC many excellent candidates.
- Task Force created a number of work groups that have chairs all dedicated to reopening campus and bringing faculty and students back. A great deal to decide. Faculty members are invited to join. Impressed in meeting by clarity of roles FA and RCCAS presented. Gives confidence that these groups function in a productive way.
- Strategic plan was well received. High point of 4.5 hour long meeting. Anticipate Trustees will also be impressed. Thanks to Sell and DeMeno and entire campus. None of this works gets done without leaders across the college. Thank you.
- Last week, meetings with CEOs and many take aways. The budget is a challenge. Have confidence we can weather this storm. We will be strong and take all we've learned over the past few years and continue true engagement as we face demands of budget crisis. We must continue to support each other and long term success of college and students. Students need to see us as strong and forward facing even in a crisis.
- Commencement is coming. President Anderson released video message last week telling students to participate in commencement exercises. Send this video to students and encourage them to sign up for commencement. Want record numbers even though it is virtual.
- Professor McCarron – There are certain areas in the college like kinesiology that are in dire need to have hybrid, and it would be valuable to have these people be part of the re-opening taskforce.
- President Anderson – Topic is indeed one of seven workgroups. First workgroup is opening labs and similar facilities. Will make sure someone represents kinesiology in this group. Will suggest McCarron be representative.
- **Question:** Senator Soto – Is joining these workgroups open to all to participate or selected to participate? Interested in Counseling component if Senate would like me to.
- **Answer:** President Andersen- Chairs will be working with leadership to ensure have the best folks for each one of these. All chaired by VP or similar administrator. RCCAS President will be given nominations from college.
- RCCAS President Sellick – Waiting to get notified from leads. Then an email will be sent out to faculty to ask about their participation.
- Senator Thompson-Eagle – In sciences, we need hybrid, but there are members of faculty that are not okay with face to face even with social distancing. Need more of a conversation on this and dialogue. Would appreciate not one person but many representatives to be present and discuss this need on Task Force.
- President Anderson – One thing talked about was ensuring workgroups communicating with each other. This issue is both labs and goes into safety workgroup as well.

- FA President Taube – Part of task force for reopening and certainly will safeguard all faculty working conditions and students. Don't want to put anyone back in a situation they are not comfortable in. When we do reopen, will do so according to guidelines. American Federation of Teachers has put out their guidelines for reopening, and we are following these as well. Closely monitoring and involved.
- Senator Thompson-Eagle – It's an ongoing discussion. Just don't want one representative because all labs have different requirements. Sounds like this will be addressed.
- President Anderson – Will reach out to VP Lopez to help recognize diversity in sciences and other areas. Will discuss diverse representation and setups.
- FA President Taube – Individuals with pre-existing conditions can contact FA representative as they can assist with working with HR and college administration to reach an agreement everyone is comfortable with.
- President Anderson – Number one responsibility as president is to ensure safety of students, staff, and faculty and administration. If fail at this, fail at being president.

F. ASRCC Representative – Eli Martinez

- Not present.

3:55 VII. **Council and Curriculum Reports 4:12 pm**

A. Educational Program Oversight Committee (Sell or designee)

- Strategic Plan made it through council and board and will be presented and approved soon. Still need to tweak bylaws and constitution. Waiting on charges before finish this up. Key part of plan is how we use assessment to inform decision making.
- Clear at district planning meeting that faculty leadership at all three colleges are united. Loud and vocal block. Challenging time as we move into difficult budget situation. Concerned that we keep primary initiatives front and center such as guided pathways and equity goals. Cannot undercover the emergency and lose sight of those things. This coming Friday will be the final session working with Student Equity Committee and doing equity and planning sessions. We will discuss how to keep equity goals and keeping equity front and center.
- Urge everyone to think about whatever normal we return to – think about what we can do without, what have we learned that we want to continue to do even better, need to be strategic. Been my pleasure to fulfill this responsibility.
- Senator Ruth – Thanks for your service, Professor Sell. Be relational with each and every student; this is how we reduce the equity gap. Understand why decisions being made financially but do need to ask what we believe as we continue developing plans.
- Senator Ashby – Post accreditation survey is underway and deadline to respond is May 20. Please click on link and answer questions to prepare for future cycles of accreditation.
- RCCAS President Sellick – Have relied upon Professor Sell with her work ethic, drive, and knowledge, because knew the work would get done. Between now and time we meet in fall, we need to acknowledge the

amazing, enormous efforts she has put in. Need to celebrate appropriately. Thanks for your work.

B. Curriculum Committee (Douglass or designee)

- Senator Douglass – Emergency only DE addendum is ready. It was provided to Curriculum reps at all three colleges last Tuesday and posted on Curriculum website. Will put in chat now under Resources tab. Standard DE should be out very soon. Emergency addendum is based on standard. The standard is longer, but it is much clearer about what asking for from you. New form more directive.
- Blanket addendum proposal that VP of Academic Affairs Farrar is leading us to submit on Wednesday is under works. There are six pieces she will be pulling together this week. Should be submitted for summer classes, and we will then have a nice template for fall.
- There is a fee for the Curriculum Institute, but it is less than recent years \$200. Twelve want to go, but we need to work with VP of Academic Affairs Farrar and work out who can go.
- Request Senate presence at College Curriculum meeting on May 26 to elect Curriculum Chair. VP Mayse asked to attend.
- FA President Taube – Concerned about workload for emergency addendum form. Reminder that curriculum is part of contractual obligation.
- Senator Douglass – If doing standard DE must submit for each course. Emergency please remember you can batch those courses. Be thoughtful in how you batch them. Don't want to water down because you have to do 25. Do one well and say all delivered in this way. Think about what can be batched together. Lab and lecture that are paired shouldn't be batched together because they are delivered differently. Reach out to Douglass or curriculum representative for direction on what need to do.

C. Guided Pathways Committee (Greene or designee)

- Senator Sell – Concluded virtual site visits. Had two good sessions focused on student success teams.
- Guided Pathways is central. Nobody doing coordinating has clarity on their positions for next year. Plea for support for next year. Still have issues that need to be resolved and these positions need to move forward, so we can complete our work. Need clarity for how to move forward next year.

4:25 VIII. **New Business 4:32 pm**

A. Library syllabi compilation project (Lesch/Braiman)

Professor Jacqueline Lesch and Senator Linda Braiman will explain a project the library is considering that will compile syllabi and catalogue resources.

- Library is struggling to provide resources with physical library closed. In addition to textbooks, there are required texts students come to library for to see if have copies in collection – it is an equitable moment when we do. To continue to support students in this way while closed physically closed, the library proposes that IDS add syllabi to a shared drive that library staff have access to, so we can find vendors that offer texts online for student access. We would compile list and get ISBN numbers and cross-check to see if we can get access. Not an easy process as vendors restrict access, so can't promise can get all. But we feel this will be a more concentrated effort.

- **Question:** Professor Cheney – Instead of IDS collecting syllabi, is there a way Canvas could hold textbook information and compile for library staff?
- **Answer:** VP Academic Affairs Farrar – When we reach the point when all faculty utilize a Canvas shell at a minimum to put syllabi on there then that would be good. Until we get to that, we are still doing method of turning into IDS. We don't have a standard developed about how to engage with Canvas.
- VP Mayse –What if someone creates a simple google doc with course numbers that lists books/ISBN numbers? This would be a start. This would be much easier than looking through syllabi. I think we'd be willing to send you the name of course and text.
- VP Academic Affairs Farrar – Instead of going to trouble of creating another parallel system that faculty feed into like a google doc, maybe as RCCAS, we could find out more about Canvas to see if Canvas can pull textbooks together, and have a conversation about this.
- **Question:** Senator Julian – Is sending syllabi legal? Don't have problem with it, but when not in Canvas, does it become intellectual property?
- **Answer:** RCCAS President Sellick – Supposed to send syllabi to IDS every semester. I think going through this process today because Dr. Farrar suggested it come here first to see if faculty have concerns. Don't think it's a huge deal as RCC collects this information anyway. Could also go to DLC to take up with chairs. Drill these questions once further into process.
- FA President Taube – As long as faculty are okay with it, and it was approved with consent, then it would be okay to send syllabi. Do need to make clear to faculty how their syllabi would be used.
- RCCAS President Sellick – Give to VP Hayse to take to DLC. Then bring to chairs to see if there will be an implementation and concerns FA Taube raised.

B. Confirmation of RCCAS elections and discussion and potential action on open positions (Lehr/Mayse/Sellick)

- Senator Lehr - Motion to approve three ballots for executive elections  
Sellick received 99% of votes  
Kevin received 98% of votes  
Mary Legner 93% of votes  
Overall, about seven of eight faculty correctly signed up to vote but didn't vote and a couple were removed as duplicates.  
60% confirmation on all of these and needed 13 confirmations to get over 50% marks. Still waiting to count emails received today to confirm. But with confirmation already received, we can declare Mark Sellick RCCAS President, Kevin Mayse VP, and Mary Legner Secretary/Treasurer

- **Motion to accept ballot outcomes. M/S/C: Soto/Nelson. Unanimous.**

The RCCAS will ratify its officer elections with the SPLC and will discuss nominations for EPOC chair and ASC chair, with the possibility of selecting for those positions.

- Working with VP Mayse to get results and determine chairs.
- VP Mayse – any other nominations for EPOC or ASC Chairs? Only received one nomination for both. No other nominations.
- **Motion to ratify Paul O'Connell as EPOC Chair and Hayle Ashby as ASC Chair. M/S/C: Legner/Lehr. Unanimous.**

C. College Updates and Roundtable Discussion and Updates (Sellick)

The RCCAS will hold a roundtable discussion regarding the College's approach to issues that senators have confronted. Topics may include: course caps, the strategy for reopening sections of the colleges, and Canvas issues.

- Issues have already been brought up. Had discussion about reopening and caps.
- Senator Nelson – School of nursing went through accreditation as a simulation center and visit went extremely well. We will know in June if we get accreditation. Kudos to nursing department.

5:00 IX. **Adjourn 4:58 pm**

DRAFT