Call to Order:
T. Gibbs, called the meeting to order at 3:50 pm.

I. Roll Call:
President Travis Gibbs (present)
Vice President Sal Soto (present)
Senator-at-Large Nick Sinigaglia (present)
Business & Information Technology Systems Cheryl Honore (present)
Communications Michael Schwartz (present)
Edd Williams (present)
Health, Human & Public Services Bob Fontaine (present)
Kim Metcalfe (present)
Humanities & Social Sciences Eric Thompson (present)
Donald Foster (absent)
LaTonya Parker (present)
Math, Science & PE Ellen Lipkin (present)
Nicolae Baciuna (present)
Public Safety, Education, & Training Natalie Hannum (present)
Associate Faculty Michael Schulz, EMT (absent)

Visitors:
Vice President, Student Services Greg Sandoval
Interim VP, Academic Affairs Cordell Briggs
Interim Dean of Instruction Dennis Anderson
Library/Communications Debbi Renfrow
DOI Christina Leon
PSET Ann Yostinaop
Dean, TISS Cid Tenpas
MVC Webmaster Julio Cuz
ASMVC Cesar Torres

II. Approval of Agenda

III. Approval of Minutes from 5/21/12
Motion: Fontaine, Second: Williams. Carried unanimously.

IV. MVCAS Website: motion to permanently relocate MVCAS website to mvc.edu domain.
Motion: Fontaine, Second: Parker. Carried unanimously.

V. Upward Bound grant update for math/science:
Tabled until next MVCAS meeting.

VI. Facilities Master Plan:
Beginning 9/17/12, weekly Wednesday meetings will be held 3:00 pm – 4:30 pm in PSC 14A with President Mayo to discuss construction projects and other related facilities issues. Ideas draft of updates to facilities master plan is in circulation. T. Gibbs may be contacted for a copy.
VII. New Business:
   a. Academic Rank:Revision
      Motion: Parker, Second: Metcalfe. Approval of amendment to existing District
      Academic Rank Policy, providing additional detail on “Service to College” criterion for
      advancement to full professor. Carried unanimously.
   b. MVC Senate officer’s election: Secretary/Treasurer
      Motion: Honore, Second: Lipkin. Donald Foster elected MVCAS Secretary/Treasurer for
      the 2012-13 academic year. Carried unanimously.
   c. Continuation of ad hoc committee for Program Review to Program Review Taskforce
      Motion: Honore, Second: Metcalfe. Ad hoc committee for program review is made a
      permanent standing committee of MVCAS and renamed to “Program Review
      Taskforce”. Carried unanimously. This committee is currently working to satisfy
      directives from President Mayo to review the strategic planning process, identify
      communication gaps between various campus bodies, assess timelines for program
      review, integrate all annual program review documents and review and vet existing
      program review forms.
   d. Comprehensive Instructional Program Review (CIPR) Coordinator Information
      Motion: Hannum, Second: Parker. Carolyn Quin is confirmed as Comprehensive
      Instruction Program Review (CIPR) Coordinator (.1 reassigned time) for 2012-13.
      Carried unanimously.
   e. Proposed job description for the CIPR Coordinator
      Motion: Williams, Second: Honore. Approval of draft of job description for CIPR
      Coordinator as fluid document. Carried unanimously. T. Gibbs may be contacted for
      copy of document.
   f. District Senate Constitution
      Motion: Metcalfe, Second: Fontaine. Approval of amendments to District Academic
      Senate constitution. Carried unanimously. T. Gibbs may be contacted for copy of
      amendments/full document.
   g. Five to Thrive BOT meeting November 20th
      Interested MVC candidates for Five to Thrive speaker at the 11/20/12 Board of Trustees
      meeting should have their names forwarded to T. Gibbs as soon as possible.

VIII. Old Business
   a. Committee assignments. Where are we now?
      S. Soto and C. Honore are continuing to collate data on faculty committee membership
      and mission statements of these committees. Faculty members are strongly encouraged
      to respond in a timely manner when related information is requested of them by email or
      phone.
   b. SPC, APC, and Senate relationship
      The Program Review Taskforce will be holding its next meeting 9/21/12 at 11 am in PSC
      11 to continue work on clarifying relationships between SPC, MVCAS and APC. N.
      Hannum may be contacted for further information on changes to the status quo under
      consideration.

IX. Officer and Student Liaison Reports
   a. President: Travis Gibbs
      -The college needs staff coverage of the mailroom 4 pm – 6 pm weekdays. The security
      of exams, paychecks and paystubs is of special concern. Dr. Anderson will look in to
      possible solutions.
      -The State Academic Senate’s November plenary session will be attended by T. Gibbs.
   b. Vice President: Sal Soto
      No report.
   c. Secretary/Treasurer: Don Foster
      No report (absent).
   d. Senator At-Large: Nick Sinigaglia
      No report.
   e. College President: Dr. Briggs on behalf of Dr. Mayo
      -Enrollment Management meeting is scheduled for 9/19/12, focusing especially on
      contingency plans for handling the various possible outcomes of the November election.
      Dr. Briggs may be contacted for more information.
- CTE retreat will be held 9/28/12 from 9 am to 2:30 pm. RSVP to Susan Lauda.

f. Associate Faculty: Michael Schulz
   No report (absent).

g. Student Liaison: Cesar Torres
   - ASMVC requests faculty to begin courses on 9/11/12 with a moment of silence.
   - Region 9 meeting 9/17/12 will be attended by MVC student representatives.
   - ASMVC Welcome Back BBQ is scheduled for 9/18/12.
   - Club Rush is scheduled for 9/19/12 and 9/20/12.
   - Advisors’ Luncheon is scheduled for 9/13/12.

X. Committee and Liaison Reports: (no reports. To be delivered at next meeting)

XI. Open Hearing
   a. C. Honore would like to see a location on campus designated as a faculty workroom, for ParScore machines, etc., as well as office space for associate faculty.
   b. E. Williams asked Dr. Briggs about Dr. Tovares’ recent report that MVC Departments might actually have short-changed themselves on FTES. Dr. Briggs reported he was having a meeting on Thursday, Sept 13, to explore the numbers and would report back to the Senate.

XII. Adjournment
   Motion: Williams, Second: Metcalfe. Carried unanimously. T. Gibbs adjourned the meeting at 5:50 pm