Call to Order:  
S. Soto called the meeting to order at 3:53 pm.

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

Visitors:  
Vice President, Student Services: Greg Sandoval  
Interim Vice President, Academic Affairs: Cordell Briggs  
Interim Dean of Instruction: Dennis Anderson  
Dean, Technology & Instructional Support Services: Cid Tenpas  
Library/Communications & Strategic Planning Council: Debbi Renfrow  
Director, Middle College High School: Julio Gonzalez  
Director, PSET: Ann Yoshinaga  
Comprehensive Program Review Coordinator: Carolyn Quin  
ASMVC: Robert Quintana  
Vincent Patterson

II. Approval of Agenda  

III. Approval of Minutes: 9/10/12  
Motion: C. Honore, Second: L. Parker. There were some typos and omissions that have been corrected. Unanimous approval.

IV. Upward Bound grant update for math/science: Gregory Sandoval  
Designed to provide educational support with students from disadvantaged backgrounds at the high school level in the fields of math/science. Has a maximum of $250,000 to potentially serve 60 high school students. We submitted applications in July for two high schools within the MVUHSD (Vista Del Lago and Valley View High Schools). Won’t have a direct conflict with our course offerings. There is both an academic and summer activities component. Summer classes would be more enrichment-type courses.

V. Facilities Master Plan: Updates, thoughts, and faculty involvement  
President Mayo has terminated the current contract. She felt that there needed to be more faculty involvement and has such asked for an ad-hoc to be formed. There has not yet been any communiqué on when the group will meet. B. Fontaine pointed out that often Ben Clark
is left out of discussions involving Facilities. D. Foster suggested that someone from Ben Clark serve on the Ad-Hoc. B. Fontaine said he would be willing to serve.

VI. New Business:
   a. Accreditation Standards Committee members: Senate confirmation
      Tabled until next meeting.
   b. Effectiveness and efficiency: Committee members involvement
      Faculty to be involved by email or in person. How can the faculty become more involved?
   c. Academic Rank: Applications for Professor (Oct. 31st deadline to PG&SL)
      http://www.rccd.edu/administration/board/New%20Board%20Policies/4000BPAP.pdf
   d. Diversity Committee—addition to Senate reports/standing committee? Don Foster
      Motion: N. Sinigaglia, Second: L. Parker. Soto wanted to know if we could have the
      Diversity committee provide its mission statement at the next meeting.
      Vote: 9 in favor, 0 opposed, 2 abstentions.
   e. Comprehensive Program Review: Who can make changes and/or posting onto the CPR Website?
      Carolyn Quin and Bob Fontaine
      Motion: M. Schulz, Second: N. Baicuna. Reminder that this simply replaces Bob Fontaine’s
      name with Carolyn Quin’s name since she is now the Comprehensive Program Review
      Coordinator. Unanimous approval.

Motion to move to item IX.m in the Agenda to streamline proceedings.


VII. Old Business
   a. Five to Thrive: MVC faculty presentation at the BOT meeting, Nov. 20th
      Tabled until next meeting to give time for Senators to return to respective Departments, explain
      the Five to Thrive presentations and for Departments and/or Faculty to submit names.
      Dennis Anderson shared that from 4:00-6:00 there will be a Security Guard in the
      mailroom since it is unstaffed from that timeframe. At 6:00pm the doors will be locked. Anyone
      teaching evening classes will need to check mail before the doors are locked at 6:00pm.
   c. District Senate Constitution: Norco Revisions and continuing dialogue
      We do not yet know what Riverside will be doing. Some language is being altered by Norco.
      More to come.
   d. SPC, APC, & Senate relationship—continued.
      No discussion. Trying to figure out efficiency.

VIII. Officer and Student Liaison Reports
   a. President: Travis Gibbs
      Five to Thrive may be having some difficulties getting full interest-if we like the idea that
      BOT meetings should include what faculty are doing, then we need to keep it interesting.
      Also, at the District Senate, we may be discussing IGETC and TMC pathways, including how C-
      ID numbers can be denied to a course because we’re not doing what someone in the discipline at,
      say, CSU says we should be doing as a CSU and CC rep apparently look for compliance before a
      COR will be given a Course-ID number. Without which, we risk not having an articulation
      agreement.
   b. Vice President: Sal Soto
      No report.
   c. Secretary/Treasurer: Don Foster
      No report. There was a brief protocol discussion on the idea of referencing lengthy handouts and
      reports simply as attachments rather than including them in the body of the minutes. It was
      decided that this will be the procedure going forward.
   d. Senator At-Large: Nick Sinigaglia
      No report.
   e. College President: Sandra Mayo
      No report.
   f. Associate Faculty (Part-time Faculty): Michael Schulz
      No report.
   g. Student Liaison: Student Senator Vincent Patterson
      • Have formed a construction project committee with Dr. Mayo which will meet Wednesday at
        3:00-4:30.
      • Helping to host Hispanic Heritage, October 25th during college hour.
• Approved 2 new senators.
• Asked for volunteers for B.O.T. meetings.
• Helping host job fair.
• Student Senate took a vote in solidarity for endorsing Proposition 30.
• A public forum is scheduled for Tuesday, October 23rd regarding the RTA.
• Club rush was last week and was a success for clubs and student government.

IX. Committee and Liaison Reports:
   a. Classified Staff Liaison: Angela Thomas
      No report.
   b. Basic Skills Committee: Anna Marie Amezquita
      No report. (Have not met yet).
   c. MVC Faculty Assessment Committee: Sheila Pisa & Cheryl Honore

In March, MVC will submit its first college status report on SLO implementation to ACCJC. This document, which must be completed by the end of the Fall 2012 semester, will be extremely important in terms of our next accreditation site visit in 2014. We have to write narratives that describe how we assess course, programs, and degrees, and how we review and discuss these assessments. We must also demonstrate to ACCJC how we use assessment in our program reviews and institutional planning.

The MVAC is recognizing that it is not feasible to review, analyze, and discuss course assessments for every course, every semester. To be able to report to ACCJC that assessment efforts are ongoing, we are asking that each discipline establish minimum assessment cycles for their courses and include the cycle in this year’s annual program review, through the use of the attached form. We are proposing that assessment project reports be submitted at least once every four years, the year before comprehensive program review. We are also proposing that assessment plans be incorporated into the comprehensive program review. These plans should indicate how they will be collecting and analyzing the data throughout each cycle. There will be a summary form in the annual program review (similar to one that is in the current form) with a column that will indicate that the assessment plans are on target. How often should the department report assessments? Go to each of your departments to take the temperature of what minimum cycle would suffice. Summary form on Annual program review will include a checklist insuring the process is ongoing.

d. Strategic Planning Council (SPC): Debbi Renfrow/Cordell Briggs
   First meeting is tomorrow at 12:50 in PSC#11. Might be a good time to engage in a conversation about the Senate’s relationship to the SPC.

e. Academic Planning Council (APC): Sal Soto
   Taking a look at the Mission Statement. Working with the Winter rollover. Also taking a leading roll in enrollment management and will also be heavily involved in the Comprehensive Program Review process.

f. Curriculum Committee: Natalie Hannum
   First MV Curriculum Committee Meeting was 9/11/12. The committee completed mandatory annual training in stand-alone courses and SB 1440 degrees. The next meeting is 9/25/12 and meetings are open to all and conducted from 2:00-4:00 in HUM 234

   Issues of importance:
   • Repeatability of courses is going away. This will be a manual process at the district level. Courses will not have to go through the curriculum process, it will be done electronically and repeatability of courses will be taken away. Courses where repeatability was allowed (music as an example), are now restricted to repeating two times due to Title IV funding restrictions.
   • SB 1440’s – disciplines are encouraged to pursue SB 1440 degrees to help strengthen a student’s ability to transfer successfully.
   • Disciplines are encouraged to be a guest at the MV Curriculum Committee meeting so the committee can assist in the curricular process. Involving the CC early can help with identifying issues that may hold up curriculum down the line.

g. District Program Review (DPR): Bob Fontaine
   No report.

h. Safety Committee: Cheryl Honore
   Meeting is next week.

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1 See attachments for the complete MVC Assessment Committee report.
i. District Academic Standards (DAS): Kim Metcalf
   Nick Sinigaglia: Academic Dishonesty Form. Please review at your next Department meeting. The next thing coming down will be grievance procedures. Our representative is Chris Rocco.

j. District Profession Growth & Sabbatical Leave Committee (PG&SLC): Kathy Saxon
   Remind faculty that if they would like to apply for Rank of Professor, go to the following link and print out the cover letter and the application. Fill out and send with information requested to the District Office, Educational Services, Spruce St. in care of Sylvia Thomas for submission to the PG & SL Committee.
   http://www.rccd.edu/faculty/Pages/ProfessionalGrowth.aspx
   The final due date to receive your application and cover letter is Wednesday, October 31, 2012.

k. Faculty Development Committee: Dan Clark
   No report.

l. Program Review Task Force: Natalie Hannum
   Overview: The Program Review Task Force was formed by Dr. Mayo in July 2012 to identify gaps in the program review process; integrate all program reviews including instructional, administrative and student services; evaluate current and proposed forms for reporting program reviews; and make recommendations for improving program review process.
   Progress to date:
   - The task force has met three times.
   - The task force has identified [incongruities] between Senate-tasked sub committees and tasks of the Strategic Planning Council.
   - The task force is working directly with Strategic Planning on a new strategic planning model that is accurate and representative of a concise and user-friendly program review process.
   - The task force is working with the APC to ensure program reviews are moving forward for this term, and that review criteria and rating rubrics are in place for evaluating Annual Program Reviews.
   - The task force is evaluating and gathering input on the Program Review forms that were developed by Strategic Planning last spring.
   - The task force will have sample forms and draft model for the next Academic Senate meeting. The T/F is planning a college Town Hall to discuss new forms, process, timelines and flow chart. Date- TBA, but it is expected to be in late October.

m. Comprehensive Instructional Program Review Coordinator: Carolyn Quin
   October 11 is the first District Comprehensive Program Review. Screening committee: Olga Dulmer and Donna Lesser (with C. Quin) are currently on the screening committee. Anyone else interested can contact C. Quin.
   Motion: E. Williams, Second: M. Schulz. Unanimous approval.

n. RCC District Faculty Association (RCCDFA)/CCA/CTA/NEA
   No report.

X. Open Hearing
   Dr. Briggs reports that President Mayo has had arm surgery. She is doing well. First enrollment management meeting has occurred and one of the main things that need to be addressed is Institutional Research. Very much interested in having someone work for the college whose purpose is to be involved in Institutional Research.
   S. Soto clarified that the Vice President of Academic Affairs position is now closed and the Dean of Instruction position closes next month. S. Soto on Early alert: trying to get our participation percentages up. S. Soto on Scholarship committee: need faculty members to participate on the committee to screen applications.
   Dr. Briggs also mentioned FTES. There was some discussion about what was going to be happening for Winter. Dr. Anderson mentioned that at APC upcoming, much discussion will occur about Winter.

XI. Adjournment
   Meeting was adjourned by S. Soto at 5:25pm