Call to Order: LaTonya Parker, in lieu of Travis Gibbs (@District Senate today) called meeting to order at 4:01pm.

Roll Call:

President
Vice President
Secretary/Treasurer / Communications Rep
Senator-at-Large
Business & Information Technology Systems
Communications
Health, Human & Public Services
Humanities, Arts & Social Sciences
Math, Science & Kinesiology
Public Safety, Education, & Training
Associate Faculty

Visitors:
Institutional Research Specialist
Vice President Business Services
Associate Dean of Public Safety, Education & Training
Student Services CSEA Rep
Dean Student Services
Library Representative
Accreditation Self-Evaluation Editor
Interim VP Student Government

Call to Order: LaTonya Parker called the meeting to order at 4:01pm.

I. For Information Only (before quorum achieved at 4:05pm): Grants update—ongoing: Maureen Chavez – Lisa Chavez reported as follows on behalf of Maureen Chavez:

1) Meetings continue to be held the 4th Monday of each month 12:30 to 1:30 with a "mini-Monday" training session on grant and resource development from 11:30 to 12:30. Bring your lunch and learn new processes; resources; etc. This Spring we will focus on Program Review and integrating the approved for grants.

2) Introduce your renewal grant scheduled for submission in Fall.

3) NSF grant was submitted in coordination with STEM faculty and Dr. Joanna Werner-Frazcek took lead. This grant introduces research into existing Bio and Chem courses.

4) Spring grants may include an USDA grant to expand learning opportunities for students to an outdoor "LIVING" lab improving the college grounds and working in coordination with the CMP. Small grant at 300,000 over 2 or 3rd years with a 50,000 scholarship for transfer student to complete their education in an approved Science discipline.

5) Processes were condensed and revised to include a simple yet thorough process in developing grants and resources. These will be posted shortly.

Lisa Chavez also provided a report on the TRiO Student Support Services request for funds. This would be funded by the US Department of Education, and the request is for 1 million dollars for Student Services under Dr. Sandoval and area dean Eugenia Vincent. The moneys would span 5 years, beginning in Sept 2015. For specifics of the financial request, please contact Lisa Chavez at lisa.chavez@mvc.edu
II. Approval of Dec 2, 1013 Minutes: Motion: Honore; Second: Soto  7 in favor, 2 abstain (Foster and Baciuna) at the time of the vote. Senator Zapata arrived after this vote for a total of 10 Senators present for the meeting.

III. President Mayo reports early because she must leave for another meeting:
1.  Major things we are going to have to do: a bit of re-organization needed for administration: one area is critical: all of our student have to have educational plans in their first semester here that will give them the opportunity to succeed, so we want to enhance student services; Accreditation Team due here next week and may be at Academic Senate next Monday, March 3, and the “real deal” will be happening beginning Tuesday, March 4.  They will be housed in / using HUM-234 for a secure environment. We will be having a “completion celebration” the Thursday after the Accreditation Team offers their Exit Report. They are conducting two forums, the first occurring on Tuesday, March 4, during college hour, and the second on Wednesday, March 5, the time TBA.

2.  Next, the VPAA position was filled on a strictly Interim basis during the time that Dr. Robin Steinback is working at the District Office; our Interim VPAA is Dr. Ryan Carstens, not on campus today I scheduled to start March 3, even though he was here at Moreno Valley College last Thursday and Friday, and is scheduled to be with us until June 30, 2014.

3.  As to one-time allocations, Soto asked for more specific information. Soto’s questions related to the Allocation Report that was sent by email by Dr. Mayo on Feb 24. Dr. Mayo talked about District Redevelopment moneys: they can be used only on facilities; State Instruction Equipment Block Grant used only for improvements; and a Barnes & Noble signing bonus , which led to a portion of $150,000 paid to Moreno Valley College, is designated for equipment (e.g., for outdoor events, etc.); and a fire and alarm system that can be paid for only from Scheduled Maintenance Funds.

4.  The Comprehensive Master Plan’s timing is currently aligned with Program Review and Accreditation. Since some of the Master planning can take more time, the thought is to slow things down for a while until PR and Accreditation move forward over the next month. The next meeting is scheduled for Friday, March 14, 10:00am – 12:00pm.

IV. Institutionally-set standards and goals: Jamie Rodriquez/Greg Sandoval Using Power point, Jaime offered a report on Institutional **Set Standards**: Part of a Mandate to all Community Colleges by ACCJC. Two Phases: Phase 1, SET STANDARDS (began work in Oct 2013). Methodology: 4/5 year averages; recommendation for transfer students I s the number that transferred in 2011-2012 (488). Successful Course Completion percentages were presented; Other Areas of Student Achievements percentages for Fall to Fall Persistence (41.8%); Fall to Spring Persistence (60.3%); AA/AS Degrees (485); Certificates (526); and the Transfer Students (488). Jaime announced that the APC had voted to approve the Set Standards as presented today to the Senate.

Phase 2 includes developing additional goals:
Goals: Add 2% increase of the Standards above for Fall to Fall Persistence, Fall to Spring Persistence, etc.; Jaime reported that he examined MVC data over last 3-5 years and State averages to develop goals for AA/AS Degrees, certificates, and number of transfer students; Persistence: MVC data only because State of California data on Persistence was not available. In terms of Methodology for Phase 2, a small number of standards and goals were partially based on averages, but the majority of standards and goals were developed through extensive and multiple conversations with Project Directors.

--one special category was presented: ESL Successful Course Completion Rate: recommendation is 69.2%
A variety of Goals were displayed, e.g., number of AA/AS degrees (a 20% increase was the set new goal) to Goal increases in Job Placement Rates (within 6 months of completion of education) for Licensure Pass Rates. Senator Nollette shared the fact that he has had many conversations with Jaime Rodriguez about Pass Rates; similar multiple conversations have taken place with other Project Directors to establish realistic goals.
The bottom-line question from ACCJC is whether or not the institution is actively pursuing goals. Time restrains occurred after more than 25 minutes of presentation and discussion. Senator Donald Foster exited meeting at 5:14pm. Nine (9) Senators are still in attendance. In terms of a vote from Senate, the question is, Should the Senate vote to approve the Set Standards?

Williams made a motion: I move for the Senate to acknowledge the Set Standards as presented in Phase 1 and that were approved by APC. Second: Sinigaglia. Unanimously approved by the remaining 9 Senators.

V. Accreditation: Self Evaluation Report: Sheila Pisa reported first on how to access the Self-Study Document as it is listed in the MVC.EDU website and subsequent links. Senators and all faculty should access the Self-Study Docs and familiarize themselves with the questions in the Guide to Evaluating Institutions. Go to MVC.EDU and link to ACCREDITATION. From there, faculty can link to Standard 1, Standard 2, Standard 3, or Standard 4 to see the questions for each Standard.

VI. Accreditation: Questions that the Visiting Accreditation Team might ask individual faculty: Sheila Pisa asks us all to consider, What questions might the Accreditation Visiting Team ask me? Pisa emphasized Standard IV, A questions: Can staff (that’s everyone) describe their role in assisting the Institution to achieve its goals? As an example, Institutional Strategic Plan. What information about institutional performance is circulating and available to staff and students? Is the data readily and easily available? Various questions were covered during Pisa’s presentation.

VII. Program Review Evaluation: Today we looked at the various steps and calendar / timeline for Standard 1: e.g., The timeline included Standard 1 focus groups Feb 18-21; the Month of March for feedback forms used to evaluate completed APRs; April – May for Standard 1 Committee review of information collected from steps 2 and 3. June: Standard 1 committee to evaluate the PR timeline. Each faculty member can become more familiar with his or her Standard (1, 2, 3, or 4) via these links and the accompanying PDF files. Sheila Pisa reported our need as faculty to review these documents. Dr. Sandoval added to the discussion on the timeline for PR evaluations and its completion. Pisa reported the timeline for this process has been approved by the President’s Cabinet. The process for review of the mission statement can be found in the update letter to the visiting team at this link: http://mvc.edu/files/accjc-updates.pdf

VIII. Mission Statement Review: Sheila Pisa reported this is another area that Standard 1 has been charged with. We currently realized that we do not have a regular process for changing the Mission Statement. The process / feedback can be conducted every 5 years, rather than annually. Pisa showed the timeline that has been worked out for review of whether or not to revise the existing Mission Statement.

IX. Annual Program Review (APR) update—streamlining it: Sheila Pisa reported that we realize the need to “tweak the process,” but how that tweaking will occur is still not yet clear.

X. Ongoing Business:
  a. AP 7120c—full-time faculty recruitment and hiring: We need to get input on re-writing the document. The document was presented (via visual projector) to the Senators and visitors, and points of concern were itemized by Parker. Renfrow asked about Job Descriptions, who has them – Human Resources was the answer given. Honore expressed concern about the document: it wasn’t made clear what is included in the information during the hiring committee review process. The Senate Tabled this item.
  b. AP 4260: Limitation on Enrollment, Co-requisites, Prerequisites, & Advisories – Not fully approved because the other colleges have not approved this. At MVC, we approved this on Dec 2. This item was Tabled also.
c. AP 4021: Program Viability and Discontinuance – The updated document was approved by the District Academic Standards Committee and has been sent forward to the Senates. Gibbs sent an email, dated Feb 20, to highlight the prior concerns expressed by faculty. Williams will report the Senate’s concerns at the next District Academic Standards Committee meeting. **This item was Tabled at this time.**

d. AP 7211: Equivalency – The District Academic Senate is reviewing this document today. Areas of concern were mentioned by Parker; visual projection of the document was provided. This item was Tabled.

e. AP 7160a: Professional Growth—Full-Time Faculty Salary Advancement Parker reported concerns on specific pages; Senate has Tabled this item for time to review.

f. Senate finances: Williams reported the deposit of the $917 check from District funds from last Nov 30th, and cash of $180 for donation to Frankie Moore’s Mother (Alzheimer’s Foundation). Honore will help with the process of generating a requisition for the $180 and arranging the moneys to be donated appropriately.

g. Committee appointments: None

XI. New Business:
   a. Items III – VIII above.
   b. Information only: Per the Senate’s request, a letter was sent to Norm Godin regarding the beautification project and participatory governance (to be included in the minutes).

XII. Officer and Student Liaison Reports
   a. Student Liaison – R Miller left at 5:50pm because she has an evening class, but she said she would send her report by email to Secretary Williams. Here is a cut and paste of the Student Liaison report by email:
      Tuesday, February 25th- Heart Health Awareness. Health Services will be doing blood pressure and diabetes testing. ASMVC will be serving food and wear Red in support of Heart Health Awareness.
      Thursday, February 27th 12:50-1:50, Black History Month Closing Ceremonies. MVC Gospel Choir will be performing.
      February 28th-March 3rd ASMVC will be in Sacramento, for an advocacy conference and on March 3rd participate in a march to the capitol to promote college education funding and awareness.
   b. President: Travis Gibbs – no report (at the District Academic Senate meeting today)
   c. Vice President: LaTonya Parker – will be representing the Senate at the Plenary Meeting.
   d. Secretary/Treasurer: Edd Williams – no report; report will be offered March 3.
   e. Senator At-Large: Nick Sinigaglia – no report
   f. Administrator Reports – the President’s report was given earlier (see
   g. Associate Faculty (Part-time Faculty): Unfilled at this time

XIII. Committee and Liaison Reports: **(Not Due until March 17th)**

XIV. Open Hearing – Soto asked about Faculty/Staff Parking and Student Parking issues that have been raised by Students at ICC meetings.

Nollette reported that BCTC has been having problems with communications with the administrators here at MVC. Specifically, little or no communications is taking place; meetings are being cancelled, etc. Faculty and leaders at BCTC are concerned and asking for efforts to clarify the communications problems.

Renfrow asked for an agenda item for March, dealing with Library Management

XV. Adjournment at 6:10pm