Call to Order: Travis Gibbs called the meeting to order at 3:58pm

I. Roll Call:

<table>
<thead>
<tr>
<th>Position</th>
<th>Name</th>
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<tbody>
<tr>
<td>President</td>
<td>Travis Gibbs</td>
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<tr>
<td>Vice President</td>
<td>Sal Soto</td>
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<tr>
<td>Senator-at-Large</td>
<td>Nick Sinigaglia</td>
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<tr>
<td>Business &amp; Information Technology Systems</td>
<td>Cheryl Honore</td>
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<tr>
<td>Communications</td>
<td>Edd Williams</td>
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<td>Valarie Zapata (Absent)</td>
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<td>Health, Human &amp; Public Services</td>
<td>Bob Fontaine</td>
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<td>Kim Metcalfe</td>
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<td>Humanities &amp; Social Sciences</td>
<td>Eric Thompson</td>
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<td>Donald Foster (Absent)</td>
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<td>LaTonya Parker</td>
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<td>Math, Science &amp; PE</td>
<td>Ellen Lipkin</td>
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<td>Nicolae Baciuna</td>
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<td>Public Safety, Education, &amp; Training</td>
<td>Natalie Hannum</td>
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<td>Associate Faculty</td>
<td>Michael Schulz</td>
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<tr>
<td>President, ASMVC</td>
<td>Constance Hardin (Absent)</td>
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<tr>
<td>ASMVC-Student Government</td>
<td>Vincent Patterson (Absent)</td>
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Visitors:

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<tr>
<th>Position</th>
<th>Name</th>
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<tbody>
<tr>
<td>College President</td>
<td>Sandra Mayo</td>
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<tr>
<td>Vice President, Academic Affairs</td>
<td>Robin Steinback</td>
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<tr>
<td>Vice President, Student Services</td>
<td>Greg Sandoval</td>
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<tr>
<td>Dean, PSET/BCTC</td>
<td>Cordell Briggs</td>
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<tr>
<td>Director, PSET</td>
<td>Ann Yoshinaga</td>
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<tr>
<td>Interim Dean of Instruction</td>
<td>Cynthia (Cid)Tenpas</td>
</tr>
<tr>
<td>Library/Communication</td>
<td>Debbi Renfrow</td>
</tr>
<tr>
<td>Classified Staff Liaison</td>
<td>Akia Marshall</td>
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<tr>
<td>ICC Co-Director</td>
<td>Ronald Johnson</td>
</tr>
<tr>
<td>Director MVC Health Services</td>
<td>Sue Tarcon</td>
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II. Approval of Agenda: Unanimous Approval/Discussion: Edd W. requested agenda item (VIII. a.) be moved to item (V.).
   Motion: LaTonya Parker
   Second: Edd Williams

III. Approval of Minutes: 2/25/13 Unanimous Approval/Discussion: Senator
Michael Schwartz replacement Valarie Zapata
Motion: Sal Soto
Second: Cheryl Honore

IV. California State Student Health Initiative: Susan Tarcon
Short power point presentation on the California State Student Mental Health Initiative (attachment). Addressing learning how to spot mental issues in students and make referrals. Sue is also soliciting for a faculty member to serve as club advisor for Mental Health Awareness & Destigmatizing club. The gate keeping code for training available for the next two years.

V. MVC Senate Bylaws: Edd Williams
Revised MVC Senate Bylaws corrections reviewed.
Motion: Cheryl Honore
Second: Bob Fontaine
Unanimous Approval/with discussion
Edd Williams pertaining to section II. Officers’ Powers and Duties: would like to see more information as an inquiry pertaining to II. A. 6. in compliance with the 50% law.
Travis Gibbs requested red areas be changed to black and be sent to Julio.
Place the 50% Rule for the next meeting agenda.

VI. Chani Beeman: Civility and BP/AP 3430: Prohibition of Harassment and Retaliation (part of the respect campaign) and AP 3437: Handling Complaints of Bullying (part of the respect campaign)
Travis question: Are there salient things? Chani’s response no.
Chani explained the Civility Project addresses policies, procedures, district issues and a wider trend.
Article handout given: Workplace bullying gets higher profile as movement grows to limit worker abuse, by Associated Press, March 01, 2013
Diversity Committee not involved in the Civility Project, the committee only received the draft and are being asked for input.
During the Civility Project December meeting the Chancellor discussed addressing culture issues; soliciting campus wide conversation and the adoption is up to shared governance of an organization saying we need a statement to address bullying. Labor constituencies brought up the issue.
At this time no state laws- California considering legislature regarding “bullying “hostile environment”.
Travis G. referencing AP 3437 question: Issues regarding “freedom of expression” is this an infringement?
Chani’s response: The Civility Project is a draft of procedures with reasonable steps for informal resolutions. The degree in which it interrupts the academic learning environment and a demonstration that it is unreasonable interruptions.
Edd W. question: Why distinctively about bullying?
Chani’s response: Bullying is a protective category – There are no laws, so the process is designed to assist with issues not listed.
Travis: Reminded senators the request for bullying came from faculty.
Chani: District frivolous law suits-the Civility Project makes sure meets legal procedures only and serves as an internal document.

Edd W, follow up question: Couldn’t we just amend BP 3435?
Chani: Have to go through Chancellor Bureaucracy.

Kim Metcalfe: Are we doing anything to address cyber bullying?
Chani: Yes, this is included in conduct.

Kim Metcalfe: If, cyber bullying at home we can’t do anything.
Chani: We can’t do anything. Looking at what is our responsibility at the work place.
Chani explained board policies are required by law. If, the Civility Project is adopted it should be listed in the Student Handbook and it protects faculty.

Soto: The National Labor Relations Board (NLRB) has issued its first decision on social media policies in 2012.

VII. Grants Advisory Update: Maureen Chavez
Presenter gave a presentation on the new Funding Opportunity Analysis form (Attachment).
The new form is aligned with the master plan but not all components of the grant institutionalized. Maureen requested senate look over the Funding Opportunity Analysis form and formulate questions or input. Partnership with 4-year institutions required. Transfer institutions do not have to be Hispanic Serving Institutions (HSI).
Travis with senates’ okay will follow-up with emailing the form to “MVC All”.

VIII. New Business:
a. BP/AP 4020: Program, Curriculum, and Course Development
b. Faculty-authored or compiled texts, papers, packages required of students.
There is a meeting scheduled on tomorrow. Travis will take four things forward:
- Peer Review
- Copy Right/Plagiarism
- Profit Margins
- Contract with Barnes and Nobles. General discussion-they can’t sell over 25%. Section 508 complaint: people that are physically challenged have accessibility.

c. Associate in Arts for transfer in Music (AA-T, Music) Unanimous Approval
Motion: Natalie Hannum
Second: Edd Williams
Discussion: Soto questioned are all courses available at MVC? Natalie H.
Response: Yes
d. Associate in Arts for transfer in English (AA-T, English) Unanimous Approval
Motion: Natalie Hannum
Second: Kim Metcalfe
Discussion: One course inclusion English 40
e. Associate in Science for transfer in Computer Science (AS-T, Computer Science) cross listed with CIT- Unanimous Approval
   Motion: Natalie Hannum
   Second: Edd Williams
   Discussion: Student Ronald Johnson /AS Degree clarification Computer Application CIS and transfer degree.

Natalie Hannum: There are 4 additional transfer degrees coming up math, studio art, political science & History.

f. SLO Implementation Report to ACCJC: Request for feedback
   Minutes Cheryl H. –Feedback needed ASAP. The report is due March 15th.
   You can review evidence in main site under faculty student outcome assessment.
   The test will be used for accreditation. Feedback via email/ blog in word PDF document. Evidence is helpful as well.

g. Early Alert: Information Announcement: upcoming due date to respond to early alert notification.

Soto: College reflection of early alert & college comparison.
Eric T: Is there any evidence that early alert works?
Dr. Sandoval: How will we evaluate the system? We will have institutional researcher look at?
Dr. Sandoval: Spring 2012 43% faculty participation in Early Alert.
Dr. Mayo: Previous experience with early alert.
   - Student Question: Why do you think I have a problem?
   - Early Alert give students’ opportunity and it is a way for faculty to show the attempt has been made to help students.

Kim: Doesn’t use Early Alert because of disconnection.
Travis: Warns students in advance of the Early Alert notification.

IX. Old Business

a. Guidelines for dropping students (especially for late arrivals on the first day of class)-MVC Academic Senate vote for District Academic Standards address this.

Motion: Cheryl Honore
Second: Sal Soto
Travis: Be careful-Do process – Innocence before guilt. Will give to District Academic Standards.

E-mail from Silvia Thomas- Addressing various documents addressing this.
Look at Edd’s Email
Soto: Redirected senators’ feedback to Nick Sinigaglia.
Nick: Recommended the attendance policy explicit in syllabus.
Travis: Need visibility of the policy.

RCCD Accreditation Function Map: Discussion and input (attachment was sent out)
Important review The Document and a sense of agreement.

Academic Senate requested to review the document to ensure accuracy on who’s responsible. Are we comfortable with the area of responsibility?
Dr. Mayo request accuracy account of who is doing what.

Edd Williams /Contradiction in budget discussion tabled for 3/18/13 MVC Academic Senate meeting agenda item. Edd want to revisit FTES allocation and address the question is it sufficient compensation.
Informational discussion: History of function map the accreditation process to eliminate blame game and clarity and who has primary responsibility accuracy.

Dr. Mayo-Significantly expensive programs for a variety of reason faculty-student ratio.

Travis: Those allocations can be revisited.

Dr. Mayo – Participatory process SPC & Budget committee- Dr. Mayo would like to stress if there is seats available that it is filled and even suggested having alternates.

b. DSPC Operational Guidelines (attachment was sent out)- BP/AP 3430: Prohibition of Harassment and Retaliation (part of the respect campaign)- Unanimous Approval

Motion: Sal Soto
Second: Kim Metcalfe

c. AP 3437: Handling Complaints of Bullying (part of the respect campaign)- Approval (1-opposed; 10-approved)

Motion: Cheryl Honore
Second: Kim Metcalfe

d. Committee appointments: Ongoing -None

e. Accreditation updates -None

X. Officer and Student Liaison Reports

a. President: Travis Gibbs
V.P. Academic Senate vote for fall 2013 by senators.

b. Vice President: Sal Soto

MVC allocation 2 hires approval.
MVC President recommended list:

1. Geography
2. Physician Assistant
3. FSA Faculty service are CIS Business/ Accounting
4. Law- Administration of justice (clarity from Dr. Briggs)
5. Communication Studies/faculty
6. Chemistry
7. TBA between Math and English Communication

Motion: Sal Soto
Second: Cheryl Honore
Approval-(1-opposed; 10-approved)

Discussion:

Travis: Nervous about tenure P.A. faculty position based on P.A. current standing. Physician Assistant director tenure position; 2 faculty tenure 3rd faculty previously was under categorical funding that has ended. By 2020-Master’s level program.

Dr. Steinback: P.A. affiliation with graduate level & actively looking at graduate programs.

Edd Williams- Discussed the loss of 3 English faculty members.

Sandra Mayo- Requested formal written recommendation from Academic Senate.

c. Secretary/Treasurer: LaTonya Parker

No Report-Reminder of written summary of officer and liaison reports.
d. Senator At-Large: Nick Sinigaglia  
   No Report

e. College President (or designee): Sandra Mayo  
   Early Assessment Plan EAP/Completion counts Discussion-Some with RUSD regarding expository English course to bring students to college level. Hopefully some agreements with MVUSD and Alvord USD.

f. Associate Faculty (Part-time Faculty): Michael Schulz  
   No Report

g. Student Liaison  
   No Report

XI. Committee and Liaison Reports: **Proposed for March 18, 2013**  
   a. Classified Staff Liaison: Akia Marshall
   b. Strategic Planning Committee (SPC): Debbi Renfrow/Robin Steinback
   c. Comprehensive Instructional Program Review Coordinator: Carolyn Quin
   d. District Program Review (DPR): Bob Fontaine
   e. MVC Faculty Assessment Committee: Sheila Pisa & Cheryl Honore
   f. Safety Committee: Cheryl Honore
   g. Academic Planning Council (APC): Sal Soto
   h. Curriculum Committee: Natalie Hannum
   i. Program Review Task Force: Natalie Hannum
   j. District Academic Standards (DAS): Nick Sinigaglia
   k. Diversity Committee: Michael Schwartz
   l. Basic Skills Committee: Anna Marie Amezquita
   m. Faculty Development Committee: Dan Clark
   n. District Profession Growth & Sabbatical Leave Committee (PG&SLC): Kathy Saxon
   o. RCC District Faculty Association (RCCDFA)/CCA/CTA/NEA

XII. Open Hearing:  
Travis: Content validation-haven’t been done in the required amount of time. English and math discipline issue. Accuplacer can’t be content validation. Per discussion with Silvia Thomas must be brought current. CID- Sylvia would like to identify and train 3 lead faculty members (2 basic skills & 1 math).
   1. Valerie Zapata-English  
   2. Sonya Nyrop-Reading  

Senate will take a vote to lower quorum unless HAS (HSS former department abbreviation) department selects a one semester replacement for Don Foster.

XIII. Adjournment: Travis Gibbs adjourned the meeting at 6:17pm.  
Motion: Cheryl H.