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

Roll Call:

- President: Travis Gibbs (present)
- Vice President: LaTonya Parker (present)
- Secretary/Treasurer / Communications Rep: Edd Williams (present)
- Senator-at-Large: Nick Sinagaglia (present)
- Business & Information Technology Systems Communications: Cheryl Honoré (present)
- Health, Human & Public Services: George Gage (absent)
- Humanities, Arts & Social Sciences: Lisa Hausladen (present)
- Math, Science & Kinesiology: Nicolae Baciuna (present)
- Public Safety, Education, & Training: Chris Nollette (present)
- Associate Faculty Representative: Brenéé Wright (present)

Visitors:
- College President: Sandra Mayo
- Vice-President Academic Affairs: Ryan Carstens
- Vice President Student Services: Greg Sandoval
- Vice-President Business Services: Norm Godin
- Curriculum Committee Chair: Carolyn Quin
- Student Liaison Representative: Akia Marshall
- Library Representative: Debbi Renfrow
- Student Government Representative: Annie Dubon
- Student Senate Minutes Apprentice: Diana Anguiano

Call to Order: Travis Gibbs called the meeting to order at 3:54pm. Ten (10) Senators were present at that time.

I. Approval of Minutes: 3/3/14 – 10 Senators present; Brenéé Wright is a first-time Senator, so she abstained the Approval of Minutes, as did Donald Foster. The 8 remaining Senators approved.

II. Remembering Michael Cluff, Samuel Huang, and Michael Joyce. The Senate agreed that an appropriate note of condolences from the Senate be sent to Mike Cluff’s family. We recalled Samuel Huang’s contribution to our campus with his artistic talents, having painted the mural on the west end of our campus. Joyce set up the CSI lab at RCC and served as a part time instructor for many years. They all will be missed.

III. A heart-felt “Thanks!” was expressed among the Senate members to our hard-working, dedicated Staff!

IV. Institutional Level Outcomes (ILOs): Sheila Pisa & Cheryl Honoré We have no ILO’s at this time. Gen Ed SLO’s are what students are expected to know after they have completed a class. But ILO’s are broader because they encompass student and business services. We want the Senate to agree that it is important for our college to establish ILO’s. Gibbs suggests APC be involved. Standard I may also need to be involved. Pisa commented that she can report to APC; Standard I could take the suggestions to SPC (Strategic Planning Counsel). Standard I meets this Thursday, March 20, during college hour. Location TBA. VP Carstens asked if there is a time line.
A suggestion for a time line would be to report to the Senate on June 2. To accomplish this time line, Pisa reported the logistics for APC and SPC will need to occur in the last meetings in May 2014, which she said is possible. The Senate thus agreed to accept a follow-up report from Sheila Pisa on June 2.

V. Curriculum—Accounting Programs, and other information: Carolyn Quin

PROGRAM OUTLINE OF RECORD, NEW LOCALLY APPROVED CERTIFICATE

Small Business Accounting
College: Moreno Valley

Upon completion of this certificate, students will be trained and able to perform the basic duties and responsibilities required of an entry level accounting clerk or bookkeeper utilizing accounting software.

Program Learning Outcomes
Upon successful completion of this program, students should be able to:

--Perform a variety of accounting skills such as journalizing, posting, double entry accounting, record adjusting and closing entries and prepare financial statements.

--Use accounting software to prepare financial statements and to analyze and solve problems.

--Recognize the role of ethics in accounting.

Required Courses (6 units)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC-65</td>
<td>Computerized Accounting</td>
<td>3</td>
</tr>
<tr>
<td>ACC-1A</td>
<td>Principles of Accounting</td>
<td>3</td>
</tr>
<tr>
<td>ACC-55</td>
<td>Applied Accounting/Bookkeeping</td>
<td>3</td>
</tr>
</tbody>
</table>

Senator Soto commented about how information / requirements are listed for students seeking a Certificate. President Mayo talked about student success, how they receive their educational plans, how important financial assistance and advising work toward better coordination. Marshall reminded us of the conflicts in deadlines for applications of financial aid and when they actually do their admissions applications and decide their declared major. With 60% of our students receiving financial aid, we need to work toward coordinating the logistics of applying, declaring major, getting financial aid. Honore added what students sometimes do related to their jobs. Dr. Sandoval commented on Government protocols (Federal Pell Grants). Students need to figure out their pathway, whether a Certificate or an Associate’s degree, or transfer. All of this relates to Student Success. Soto suggests we have a report from someone in financial aid so that we can better understand how we can better coordinate. Honore moved, Foster seconded that we approve this certificate of 6 units: Unanimously passed.

VI. Ongoing Business:

a. Distinguished Faculty Lecturer: We talked about a possible vote from the 3 faculty who have expressed an interest: Fabian Biancardi, Lisa Conyers, and Dipen Bhattacharya. We are supposed to get Department feedback before the Senate votes. But Gibbs has long ago sent an MVC-all. Limited feedback has occurred at this time. Parker motioned that we table this at this time so that another effort with our departments can be achieved. Honore seconded. Tables until April 7. Unanimously approved.

b. AP & BP 4020: Program, Curriculum, & Course Development. Handbook complete/no action required. Motion to approve: Parker; Second, Tolunay to approve. Unanimously Approved.

c. AP 7120c—full-time faculty hiring: Gibbs reported that some language in the AP still needs to be revised. This is not just a discipline matter. What do we do about disciplines that do not have several experts? What if the names put forward from a hiring committee does not agree with the Subject Experts? Gibbs will work toward a clean document for April 7.

d. AP 4260: Limitation on Enrollment, Co-requisites, Prerequisites, & Advisories – Curriculum Committee at MVC passed this on Dec 2, 2013, but it has not been approved District-wide. Quin was not present at this time of the meeting to comment. Gibbs commented that some of the language may need revision.

e. AP 4021: Program Viability and Discontinuance: Discussion and vote (previously MVC tabled it, NC approved, RCC denied) Senator Williams reported the DASC (District Academic Standards Committee) has finalized this document. The final draft was sent Thursday, March 13. The document was projected for review by the Senators. Motion to approve the document: Parker; Nollette seconded. Unanimously approved.

f. AP 7211: Equivalency Tabled—no College Senate has approved it and DASC is working on revisions. DASC spent most of its time last Wednesday, March 12, trying to polish the final language. At issue for some Senators is the language for TA experience. Williams suggested that DASC work to finalize this document at its next meeting.
and present the final draft to Senate on April 7. Tolunay commented the equivalency standards will be helpful to hiring as well. Sinigaglia agreed.

g. AP 7160a: Professional Growth—Full-Time Faculty Salary Advancement Information (previously MVC & RCC approved, NC denied—concern about item IIa) Their next meeting is Thursday, March 20. Sylvia Thomas at RCC is overseeing this at this time. One concern has to do with faculty who write a second book (or more books) on the same subject, should he or she be given the same recognition and Professional Growth as with the first book? Should a faculty member be given PG if their subject of study is NOT in his or her FSA (Faculty Service Area)? Sinigaglia commented that if a faculty decides to study in an area other than his/her FSA, why should he or she receive PG, given the fact the study would not directly relate to the faculty member’s FSA? Since PG must be approved by PG&SL, why should we specify the language?

h. Distinguished Faculty Lecturer: Rhonda Taube will be here at MVC Thursday, May 15, 12:50-1:50pm
i. Committee appointments: None to announce.

VII. New Business:
   a. Faculty Graduation Speaker: Associate Faculty – Two nominations so far: Natalie Mann; Barry McNaughton. It was suggested we table this to April 7 to see if we can seek more nominees. Don Foster commented on how unbelievably talented BOTH of these faculty members are. Williams reminded the Senate of McNaughton’s Guitar Concert last Fall and his commitment to developing music / classical guitar at MVC. Soto asked whether or not the Departments should be notified. Zapata suggested Kathryn Stevenson, Associate Faculty in English.

Foster left the meeting at 5:18pm because of his Monday evening class that starts at 5:30pm. Monday evening classes and once-a-week classes had to be lengthened to compensate for several holidays (Presidents Day, Memorial Day, Caesar Chavez Day, Spring Break). Once-a-week Monday classes begin at 5:30 and go until after 9pm.

   b. Visioning for Technology: Information only: Gibbs projected a “Technology Visioning” email/Notice for a meeting on March 26 and a town hall meeting on April 1st. Scheduled meetings on the 26th include a meeting for staff beginning at 8am; two faculty meetings beginning at 11am and at 1:30pm.

VIII. Officer and Student Liaison Reports
   a. Student Liaison – Annie Dubon subbed today for Regina Miller, who is in Washington D.C. and sent the following report by email:
      --We are proud of the hard work and dedication of our students and Advisor Ms. Moore, so ASMVC is very pleased to have been at the top of the list of the commendations in accreditation report.
      --This week members of ASMVC are in Washington, DC for the American Student Association of Community Colleges National Conference to meet with members of Congress and learn about advocacy and other topics from many different workshops. The snow from Sunday into Monday has hampered some of the Monday morning visits but they are still scheduled for Tuesday visits with staff from Senator Feinstein's office. They are scheduled to return Wednesday 3/19.
      --Signups for the Blood Drive begin Thursday 3/20, 9am-2pm and on Monday 3/24, 9am-2pm. The Blood Drive will take place on Tuesday 3/25 9am-2pm.
      --Also the Multi-Cultural Advisory Council will be hosting a Locks-for-Love event Wednesday 3/26 4pm-6pm on the Lions Den Patio.
      --On Thursday 3/27 during the College hour, 12:50-1:50 MCAC will have a speaker for the Cesar Chavez birthday celebration.
      --Friday 3/28 is the Inaugural Cesar Chavez Birthday Scholarship Breakfast from 7am-9am.
      --Also on this day, Assembly Member Jose Medina is scheduled to meet with Student Government at 9:30am-10:00am for a possible tour of the new building along with general discussion.

b. President: Travis Gibbs – Reminder to Faculty June 17 Bob Fontaine from BCTC, representing MVC, will conduct the Five-to Thrive report to the Board of Trustees. MVC will be back up in October. Gibbs wants to keep Moreno Valley representatives before the Board. Gibbs will put this on our Agenda in subsequent months.

c. Vice President: LaTonya Parker – no report
d. Secretary/Treasurer: Edd Williams – no report
e. Senator At-Large: Nick Sinigaglia – no report

f. Administrator Reports – Dr. Sandoval talked about Commencement, June 12, 5-6:30pm, here on campus. We will be using PSC-11 for faculty reception and are working toward a private company to do the set-up. This is the same
company that does the set-up for Norco College. The site will be the soccer field. Nollette reported that he has 1000 bottles of water that he can supply for the Commencement. Cal-fire and medics will also be available.

Secondly, Sandoval reported that on Friday the 28th 7am-8am, RCC graduate Marie Espinoza will be speaking for the Scholarship event located at SAS lounge room, SAS-121.

g. Associate Faculty (Part-time Faculty): Unfilled

IX. Committee and Liaison Reports:
  a. Classified Staff Liaison: Akia Marshall –
     The classified employees are happy that the accreditation visit went well… and even happier that it’s over!
     NATIONAL STUDENT EMPLOYEE APPRECIATION WEEK is April 14-18.
     We’ve started planning the next Staff Retreat scheduled to be held off campus on June 19th.
     We hope to have a presentation regarding classified senate. MVC needs more information so we are seeking outside information. A union rep is coming to speak about how Senate works with the Union.
     FYI, our terms of service are calendar years.
     Standard IV met today at 2:30-3:30pm.
     Just like to remind this body who the staff union representative are for this calendar year - Akia Marshall (Campus Vice President) & Nate Finney (Campus Member-at-Large)
     We do have a few staff members out on FMLA
     Student employee /workers and Staff retreat June 19th; we are still working on our Agenda.
     School Employees week in May, the exact date TBA.
  b. Strategic Planning Council (SPC): Greg Sandoval/ Ree Amezquita – SPC is reviewing its structure / Standard Committees and what each Standard is charged to do. By-laws also need to be documented; in summary, Dr. Sandoval said, “SPC is working on its Infrastructure.”
  c. Comprehensive Instructional Program Review Coordinator: Carolyn Quin – see below under item IX. d.: 
  d. District Program Review (DPR): Carolyn Quin – Email report as follows:
     By Dr. Carolyn Quin, Comprehensive Instructional Program Review Coordinator & report on behalf of the District Program Review Committee:
     **Report on the Meetings of December 10, 2013, and March 4, 2014:**
     Four CIPRs from Moreno Valley College were reviewed and accepted by the MVC CIPR Screening Committee and submitted to the Moreno Valley College Academic Planning Council for their review on December 12, 2013. All four reports were approved by APC and submitted to the District Program Review for their first spring meeting. (There were no MVC reports on the 12/10 agenda. The February 4, 2014, meeting was cancelled.)

     The District Program Review Committee met on Tuesday, March 4, during the ACCJC Visiting Team Evaluations. Your representative was not able to attend because the MVC Curriculum Committee, which she chairs, was also meeting that day. However, the previously submitted CIPR documents from the college were reviewed and accepted.
     “Accepted” Reports for Spring 2014:
     *District-wide disciplines, college-focused, four-year comprehensive reports:*
     World Languages, Moreno Valley College 2013
     Physics and Astronomy, Moreno Valley College 2013
     Music, Moreno Valley College 2013
     *College-specific program:*
     Dental Assisting, Moreno Valley College 2013

     The District Program Review Committee will be sponsoring training sessions for the Fall 2014 Comprehensive Instructional Program Review Process and Forms. The first training session is tomorrow afternoon, March 18, beginning at 2:30 p.m., at the Spruce Street office of RCCD, third floor. Faculty representatives from the disciplines whose reports are due in Fall 2014 have been invited to attend.

     For Moreno Valley College, those disciplines are:
     Economics, Library, Sociology, and Physician Assistant
     *(Communications Studies has recently been granted a new deadline of Fall 2015 by the MVC VPAA so that a permanent, full-time faculty member can participate in the preparation of the report.)*

Please visit our website at: [http://www.mvc.edu/depts/dio-pr.cfm](http://www.mvc.edu/depts/dio-pr.cfm)
e. MVC Faculty Assessment Committee: Cheryl Honore & Sheila Pisa – Training sessions were sent out; if you have CTE’s from your department, some CTE Mapping questions need to be answered. The template and training manual have been uploaded onto Assessment Committee SharePoint. Institutional Level Outcomes (ILO’s) have been discussed (RE: item IV above). Soto pointed out that some of the courses do not yet have their own SLO’s. Honore said some of the courses at BCTC need to be deleted because they are out-dated. Nollette reported that Bob Fontaine has become the new Chair and is working on these up-date items. The process will take a lot of time because of the volume of work to be completed.

f. Safety Committee: Joyce Kim – no report

g. Academic Planning Council (APC): LaTonya Parker -- We met last Thursday and are continuing with the APRs and giving feedback to the reports that have already been submitted. We have been dialoging about the documents themselves and the benchmarks that should be used. Next meeting: March 27 4:15-5:00pm HUM-234.

h. District Academic Standards (DAS): Edd Williams/Kim Metcalfe DASC met on March 12 and meets again on March 26 to continue working on Equivalency Policy and Attendance Policy.

i. Diversity Committee: Adviey Tolunay – By email, the following was sent by Tolunay: The Diversity Committee met on February 26. We are planning to focus on mental health during the 2014-2015 Academic year, and will be hosting events on four main topics: 1) Depression and Anxiety Disorders, 2) Addiction, 3) PTSD / Veterans Issues, and 4) Autism spectrum Disorders. We are planning on having campus wide events and bringing guest speakers. We will also begin to solicit nominations for the Annual MVC Diversity Award. We will ask faculty, students, and staff to nominate someone from our college for this award. We are in the process of reviewing the questions on the nomination form. Diversity Committee would also ask whether the Senate would like us to make a short presentation to talk about our mission, and past and future activities. I would be happy to make that presentation at any of the upcoming Senate meetings.

Honore asked about Autism and whether or not there will be some meetings or reports on that. Tolunay said yes and that the committee is excited.

j. Basic Skills Committee: Sonya Nyrop – no report

k. Faculty Development Committee: Dan Clark – The following was sent by email and shows the FLEX for Spring: Flex Events Spring 2014

*Kognito Interactive Training for Mental Health Issues
What is the best way to identify and help students who may be having mental health challenges? In this engaging 45-minute interactive training program you meet and talk to several realistic student prototypes, getting immediate feedback, so that you can more effectively get students the help they need to succeed. It’s fun! No, really, I did it; it’s fun. Send your certificate of completion to Susan Lauda (and cc Dan Clark) for one hour of flex credit. Go to http://www.mvc.edu/services/hs/kit.cfm and push the button that says “At Risk for Faculty and Staff.” Use the enrollment code provided (ccc8752). You could also do the Veterans training. The system keeps your info and you can stop and start the training in multiple sessions.

Contact: Sue Tarcon

24 February, Monday, 2:00-3:30, SAS 224

Accreditation Jeopardy
Use your knowledge of the college’s planning and resource allocation processes to win prizes and prepare yourself to answer any questions the visiting accreditation team may ask you.

Contact: Jackie Grippin

14 March, Friday, Fullerton College

*Reading Apprenticeship Workshop: Reading Across the Curriculum
Do your students struggle to do the reading in your class? Do you ever wonder how to help them engage with the course texts? Do you feel like giving up on assigning reading? Don’t give up . . . Our students can read. Reading Apprenticeship (RA) helps teachers support students across the disciplines and levels to become motivated, strategic, and critical readers, thinkers, and writers, to develop positive literacy identities, and to engage with challenging academic texts. Register for free at the following site. Dan or somebody from MVC will have a sign-in sheet. https://www.eventbrite.com/e/ra-12-day-workshop-fullerton-college-registration-10315386599?ref=ecal
Contact: Dan Clark

18 March, Tuesday, 12:50-1:50, SAS 103
Research-Based Learning
James Hewlett, Professor of Biology at Finger Lakes Community College and Executive Director of the Community College Undergraduate Research Initiative (CCURI) will present research-based learning models that CCURI’s partners use and highlight the ways institutions like MVC can build sustainability into research-based STEM courses, summer experiences, and degree programs.
Contact: Joanna Werner-Fraczek

18 March, Tuesday, 1:00-3:00 pm Hum322 (See other dates and times on schedule below)
Tracdat Training
Learn how to develop and submit your assessment projects on the new automated Tracdat system including assessment plans, including Assessment plans Means of assessment Expected goals for discipline or service unit Generating reports
Contact: Cheryl Honoré or Sheila Pisa

21 March, Friday 12:30-2:00, SAS 224
*Are Your Students Really Reading? Try Graphics!
Pamela Flory-Sanchez shares innovative approaches to using graphic organizers and maps to improve students' reading, writing, comprehension, and retention.
Contact: Pam.Flory-Sanchez@rccd.edu

27 March, Thursday, 12:50-1:50, SAS 224
*Improving Improvement of Instruction
Join Dan Clark and David Vakil to explore some best practices for transforming this formal process into an effective tool for constantly improving the quality of teaching and learning at MVC.
Contact: Dan Clark

10 April, Thursday, 12:50-1:50, Humanities, First Floor Patio, Northeast Side (in Back)
Faculty and Staff Poetry Reading
Faculty and staff, celebrate National Poetry Month by reading and listening to poetry (or poetic prose, for that matter). You may read your own work or the work of others. Depending on participation, each reader will have about five minutes. Contact Dan if you want to read. Students are welcome to attend but only faculty and staff may read.
Contact: Dan Clarke at daniel.clarke@mvc.edu

23 April, Wednesday, 3:00-5:00, Hum 322
Tracdat Training
See detailed description above, on March 18. Contacts: Sheila Pisa or Cheryl Honore

25 April, Friday, 10-Noon, Library 123
*A Psycholinguistic Approach to Teaching Writing
The workshop will explore how a teacher’s understanding of the relationship between the psychology of language and the composing process may enable students to shift to a more formal style of writing.
Presenter: Dr. Cordell Briggs

25 April, Friday, 1:00-3:00 Loc TBA
Teaching with Tablets
In response to requests from participants of last fall’s iPad workshop, this hands-on workshop will delve more into specific apps for teaching with the iPad.
Contact: Jose Duran

2 May, Friday, 1:00-3:00, Lib 123
*Teaching Sentence Craft in the Context of the Students’ Own Writing
Adopting the perspective of sentence craft rather than error correction, this workshop will model techniques for helping students to write more effective sentences.
Presenter: Dr. Dan Clark

8 May, Thursday, 2:00-4:00, SAS 224
*Attending to Students’ Affective Domain
Student success often depends more on proper mindset and habits than it does on cognitive ability. This workshop will offer faculty some background on the value of attending to students’ affective domain. The majority of the workshop will be spent on practical suggestions for incorporating affective domain teaching strategies into your lessons.
Presenter: Dr. Jeff Rhyne

9 May, Friday, Noon-3:00, Hum 323
Tracdat Training
See detailed description above, on March 18.
Contacts: Cheryl Honoré or Sheila Pisa

23 May, Friday, Noon – 3:00, Hum 323
Tracdat Training
See detailed description above, on March 18.
Contacts: Sheila Pisa or Cheryl Honoré

11 June, Wednesday, 2:00-6:00, TBA
Tracdat Training
See detailed description above, on March 18.
Contacts: Cheryl Honoré or Sheila Pisa

I. District Profession Growth & Sabbatical Leave Committee (PG&SLC): Kathy Saxon
The next meeting of PG&SL is March 20 during college hour.

m. RCC District Faculty Association (RCCDFA)/CCA/CTA/NEA – Williams reported the FA has been working diligently for several months on the adjusting Insurance coverage for PPOs as the District aligns with the Affordable Care Act (ACA). Associate Faculty may have new opportunities for coverage.

n. Student Equity Committee: Dean Vakil / Cordell Briggs – by email, Dr. Briggs sent the following:
The Student Equity Committee is scheduled to meet initially this spring on Tuesday, March 18, 2014, from 12:50 to 1:50 in PSC14A. The items on the agenda include discussing responses to student equity questions, presented in the fall 2013 Annual Program Review; and developing new recommendations for the Student Equity Plan. Of course, we welcome the Academic Senate and college community at our meetings to participate in the conversation.

X. Open Hearing – nothing discussed

XI. Adjournment – The meeting ended at 5:57 pm