Travis Gibbs called the meeting to order at 3:57pm

I. Roll Call:

<table>
<thead>
<tr>
<th>Position</th>
<th>Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>President</td>
<td>Travis Gibbs</td>
</tr>
<tr>
<td>Vice President</td>
<td>Sal Soto</td>
</tr>
<tr>
<td>Senator-at-Large</td>
<td>Nick Sinigaglia</td>
</tr>
<tr>
<td>Business &amp; Information Technology Systems</td>
<td>Cheryl Honore</td>
</tr>
<tr>
<td>Communications</td>
<td>Edd Williams</td>
</tr>
<tr>
<td>Health, Human &amp; Public Services</td>
<td>Bob Fontaine</td>
</tr>
<tr>
<td></td>
<td>Kim Metcalfe</td>
</tr>
<tr>
<td>Humanities &amp; Social Sciences/</td>
<td>Eric Thompson</td>
</tr>
<tr>
<td></td>
<td>Carolyn Quin</td>
</tr>
<tr>
<td></td>
<td>LaTonya Parker</td>
</tr>
<tr>
<td>Math, Science &amp; PE</td>
<td>Ellen Lipkin (Absent)</td>
</tr>
<tr>
<td></td>
<td>Nicolae Baciuna</td>
</tr>
<tr>
<td>Public Safety, Education, &amp; Training</td>
<td>Natalie Hannum</td>
</tr>
<tr>
<td>Vice President, ASMVC</td>
<td>Constance Hardin</td>
</tr>
<tr>
<td>ASMVC-Student Government</td>
<td>Vincent Patterson</td>
</tr>
<tr>
<td>Visitors:</td>
<td></td>
</tr>
<tr>
<td>College President</td>
<td>Sandra Mayo</td>
</tr>
<tr>
<td>Director of PA Program</td>
<td>Byous, Rosslynn</td>
</tr>
<tr>
<td>Dean of Instruction</td>
<td>Vakil, David</td>
</tr>
<tr>
<td>Vice President, Student Services</td>
<td>Greg Sandoval</td>
</tr>
<tr>
<td>Director, PSET</td>
<td>Ann Yoshinaga</td>
</tr>
<tr>
<td>Director, Upward Bound Math &amp; Science</td>
<td>Clowney, Micki</td>
</tr>
</tbody>
</table>

II. Quorum: Resignation of Michael Schultz, Associate Faculty representative.
   Academic Senate quorum is down to (7). Michael Schultz position is open.
   ➢ Travis Gibbs welcomed the new Dean of Instruction David Vakil

III. Approval of Agenda: Unanimous approval
   Motion: Natalie Hannum
   Second: Cheryl Honore
   Motion to move Student Liaison Report to Xb.
   Motion: Natalie Hannum
   Second: Cheryl Honore
IV. Approval of Minutes: 4/1/13 & 4/15/13 Unanimous approval w/ minor edits
   Motion: Bob Fontaine
   Second: Natalie Hannum

V. New MVC Planning Model: Robin Steinback-rolled over to next meeting May 20, 2013

VI. Program Review: Natalie Hannum
    Power Point Presentation update on Program Review Task Force
    - Task force seeks to ensure the new model will include dialogue between administration, strategic planning and senate.
    - Bob Fontaine and Christy ? working on a rubric.
    - Drop down will have salary for positions.
    - Position for Program Review Coordinator request
    - A handbook will be published.
    Natalie: Will forward the PowerPoint to Pres. Travis G.

VII. Upward Bound Math & Science Program (UPMS): Micki Clowney
     Five year grant/$250,000 per year working with 60 H.S. students targeting 9th and 10th
     graders.
     Purpose: Graduation and College Admissions into STEM programs.
     Provide: Academic support services.
     - Faculty, staff and community partners welcomes for the success of the program.
     - Financial literacy- requirement of the grant- financial workshops
     - Vista Del Lago High School has fully equipped classrooms. Classes will be
       hosted at Vista Del Lago this summer.
     Travis Gibbs- Welcomed and recommended once a semester report to Senate.
     Sal Soto: No negative impact to FTE’s/ courses at MVC.
     Kim Metcalfe: How are students selected?
     Micki Clowney: Lengthy application process that includes an interview.
     Byous, Rosslynn: How many Students are athletes?
     Micki Clowney: 3 Scholar Athletes Effective Community Partner.
     Dr. Sandoval: Reminded of previous information explained to Senate and the grant key
     individuals.

VIII. Old business
     a. Senate VP vote
        - Senators voted for new V.P. of Academic Senate. Candidates: LaTonya Parker
          & Sal Soto
        - V.P. elect LaTonya Parker beginning fall 2013
        - Note: Travis G. will be at DAS on September 23, 2013

     GENERAL DISCUSSION Dr. Mayo
     Travis G. Question: How is hiring going?
     - May 24th and 31st are dates set for interviews
     - Resignation of faculty position received on today (Individual not identified) 1
       year temporary replacement if approved soon enough will be on August 2013
Board MTG agenda.

- Two P.A. temporary positions (December deadline)
- President and V.P. are meeting with UCR in June to develop multiple relationships to develop multiple pathways.
- We have a relationship with St. Francis University.
- Two current positions Business CIS and Geography
- Sal Soto: Question/ Any word regarding 2013-2014 FTES?
  - Dr. Mayo: Close to 6,000 planning to prioritize another 50 classes to prepare for growth.
  - Would like to ensure we are scheduling for students Fall/Spring/Winter/Summer and meeting needs of the community.
- AB 806 has passed one house and expecting it will not pass on the other side.
  - Board discussion in support of counseling faculty and student support especially with the student success initiative with the understanding students learn in various ways.

AP. 7211—The revisions are responsive to Norco’s concerns. No up to date feedback from Norco. Equivalency Concern—Unanimous vote approval

**Motion:** Carolyn Quin  
**Second:** Hannum Natalie

- **General Discussion:** Equivalency concern
  - Students awareness =How will they notify students? Catalog, Schedule, Handbook student/faculty? suggested website pop-up!
  - Dr. Sandoval: Recommends placing in syllabus.
  - Sylvia Thomas email rec. on 5/2/13 from Charlie Richards
  - Travis G.: 1st day attendance area of concern & “Due Process”
  - Maximal discretion given to faculty
  - Natalie Hannum: Common sense of faculty
  - Kim Metcalfe: Saturation of information i.e. pop-ups when students register.
  - Sal Soto: Where do students go before registration?
    - Web advisor Admission application
    - Identify every avenue students utilize prior to course attendance.
  - Constance H: What about BCTC students?
  - Travis: Rider included saturation dissemination to students of the attendance policy.
  - Bob F.: BCTC most students acclimated to programs with mandated orientations.
  - Vincent: is it possible to add to description.

**Motion:** Sal Soto  
**Second:** Edd Williams

- AP. 7211 Unanimous approval
b. Equivalency Policy Draft: Nick Sinigaglia

*Approved by District Academic Standards, 4/24/13

Riverside Community College District
Equivalency Process / Update to relevant sections of RCCD AP 7211

Minimum Qualifications
To comply with the requirements of the Community College Reform Act (AB 1725), all current RCCD faculty members who wish to change or expand their teaching area(s) and all new applicants for RCCD teaching positions must meet the minimum qualifications for the discipline(s) in which they wish to teach, as specified in the Board of Governors’ Disciplines List.

Equivalencies
Any current RCCD faculty member or RCCD teaching position applicant who does not possess qualifications identical to the minimum qualifications specified in the Board of Governors’ Disciplines List may petition for equivalency. Equivalency is not a waiver of minimum qualifications, and may be granted in cases where the individual’s qualifications are not identical to the minimum qualifications specified in the Disciplines List but are equal to or exceed those qualifications in substance. The below specifications and procedures are intended to ensure a fair and objective equivalency determination process. Petitions for equivalency are available from the RCCD Office of Human Resources.

A. District Discipline Facilitators will maintain a list of discipline members willing and able to serve on committees evaluating petitions for equivalency in their respective disciplines. Upon request, this list will be made available promptly to District personnel appointing an equivalency committee.

B. In the case of a current faculty member applying for an equivalency, a petition for equivalency and all supporting documentation will be reviewed by an equivalency committee.

C. In the case of new applicants for hire, the designated hiring committee will screen applications to determine which candidates are to be invited for interviews. If any such applicants have indicated that they do not possess qualifications identical to the minimum qualifications but have submitted a petition for equivalency, their petition and supporting documentation will be reviewed by an equivalency committee.

D. When an equivalency committee is required, the RCCD Office of Human Resources will notify concurrently the District personnel responsible for the selection of committee members. In the case of a new teaching position, members of the committee will be appointed when the position opening is
Committee composition will be determined as follows:

1. Working in coordination, the three District personnel making appointments (see below) will create, whenever possible, a committee fulfilling the following desiderata, listed in order of priority:
   
   (a) All three committee members are from the relevant discipline
   (b) The committee has one member from each of the three District colleges

2. One member will be appointed by the Associate Vice Chancellor, Educational Services, or designee.

3. One member will be appointed by the Academic Senate President of the college at which the applicant is likely to do the most teaching if granted an equivalency and hired, or designee.

4. One member appointed by the relevant District Discipline Facilitator. If the discipline does not have a District Discipline Facilitator, a Facilitator from a closely related discipline, as determined by the Associate Vice Chancellor, Educational Services, will make the appointment.

E. The committee will select a chair, review the supplied documentation, and determine if the applicant has qualifications that are at least equivalent to the minimum qualifications of the discipline as specified in the Disciplines List. A simple majority’s decision is final. The following process and criteria will be used to determine equivalencies to minimum qualifications for both full- and part-time faculty.

- Beginning Fall 2013, each discipline must keep records of equivalency determinations and associated rationales on a SharePoint or similar file. As a means to ensure fairness and consistency in the process, future committees evaluating equivalency applications in the discipline will consult this file and work within established precedent as it applies to the specific application under consideration.

**General Principles Applying to All Equivalencies**

- A grant of equivalency establishes an applicant's eligibility for hiring consideration as equal to that of other applicants possessing the minimum qualifications.

- Equivalencies supersede limited credentials. Individuals who possess a Life Credential in a discipline they wish to teach are judged to have met the minimum qualifications to teach in that discipline. Current or former RCCD faculty
members who taught in a discipline under an Eminence or Limited Services credential at RCCD during the 1989-90 academic year are judged to have met the minimum qualifications of that discipline.
-Part-time faculty hired at RCCD under a previous determination of meeting the minimum qualifications or the equivalent remain eligible for employment.
-Degrees and credits establishing equivalency must be from accredited institutions.
-An occupational license or certificate is required in certain instances (see Ed. Code Section 53417).

Optional Considerations for Petitions for Equivalency in Disciplines
Requiring a Master’s Degree (May Vary by Discipline)

-A master’s degree in any discipline plus at least 30 semester units of upper division and/or graduate units in the relevant discipline and/or teaching or other professional experience in the relevant discipline.
-A bachelor’s degree in the relevant discipline or a related discipline plus the unit/course equivalent to a master’s degree in the discipline.
-A bachelor’s degree in the relevant discipline plus a master’s degree in any discipline and work experience related to the relevant discipline.
-Accomplishments which demonstrate expertise and skill in the relevant discipline beyond those normally achieved through possession of a master’s degree in the discipline.

Optional Considerations for Petitions for Equivalency in Disciplines not Requiring a Master's Degree (May Vary by Discipline)

-Licensure or certification in lieu of experience or education. General Education units and work experience may be considered to balance the licensure or certification so as to equal that required in an Associate degree. General Education that is part of the attainment of the licensure or certification must be documented.
-A bachelor’s degree in a discipline reasonably related to the relevant discipline, plus the equivalent of two years of full-time teaching experience in the discipline at an accredited institution.
-Accomplishments which demonstrate expertise and skill in the relevant discipline beyond those normally achieved through possession of the minimum qualifications specified in the Disciplines List.

Office of Primary Responsibility: Vice Chancellor, Diversity and Human Resources

c. Attendance Policy Draft: Nick Sinigaglia
RCCD Attendance Policy for Face-to-Face and Hybrid Courses

Students are expected to attend every meeting of all classes for which they are registered. A student who has enrolled in a course and does not attend or is late to the first meeting of the course may lose his or her place in the class, at the discretion of the instructor of record. Attending a class without being registered is contrary to Riverside Community College District policy and cannot be used as a basis for a petition to add a class. Students should know and understand the attendance policy for each class in which they are enrolled and should allow ample time to park and locate the correct classroom the first day of a class.

d. **AP/Bp 4260: Limitations on Enrollment: Perquisites, Co-requisites, and Advisors** (Travis G. email attachment sent on Mon 5/6/2013 11:50 AM)

   ![AP 4260 Limitations on Enrollment- Prereq](attachment)

e. **Civility campaign and AP 3437: update**
   - Civility Campaign meeting scheduled for tomorrow
   - Dr. Dariush the purview of faculty association.
   - There is agreement if it is a complaint procedure we are stepping on faculty toes.
   - Document language will be revisited

f. **AP 4020: Program, Curriculum, and Course Development**
   - Carolyn: Curriculum Handbook review rating unsatisfactory document completion. The Curriculum Handbook is approximately 6 months away from completion.
   - Travis Gibbs: Senate does not want to micro manage the Curriculum Committee.

g. **Mission Statement: Discussion**: Carolyn Quin
   - Narrowing down to a memorable statement that incorporates diversity and citizenship.
   - According to Carolyn is was a healthy Town Hall Meeting
   - Bob Fontaine: Recommends keeping educational needs of the region.
Brief discussion of limitation to 40-70 words, three sentences, inspirational

Drafts of first statement:
Starting point: **Moreno Valley College, an institution of higher education**, is committed to teaching and student learning in a multicultural environment and to the improvement of teaching, learning, and planning that results resulting in an increase in student achievement.
Revision of Starting Point: **Moreno Valley College, located within a multicultural, diverse community, is committed to learning that results in an increase in student achievement.**

Promotes citizenship and global awareness.

Other previously submitted suggestions and earlier versions:
1. Serving the needs...see March 21 draft on blue paper
2. MVC is committed to improving all aspects of education that help to ensure student success and create corridors for life opportunities.
3. MVC seeks to help students develop their skills in learning in order to assist them in future career and academic pursuits.
4. Become critical citizens to develop their potential as well-rounded individuals.
5. In support of that mission we offer learning pathways in basic skills, baccalaureate transfer and career technical education.

Reference # 1: A sister college’s approach to a mission statement:
Skyline College (sister college) in San Mateo District—“to empower and transform a global community of learners.” This college has demographics that are similar to Moreno Valley College.
Link includes vision, values, mission and other statements of purpose for the college.

Reference # 2: DeAnza College
De Anza College provides an academically rich, multicultural learning environment that challenges students of every background to develop their intellect, character and abilities; to realize their goals; and to be socially responsible leaders in their communities, the nation and the world.
[http://www.deanza.edu/about/mission.html](http://www.deanza.edu/about/mission.html)

Other comments and ideas:
Discussion of Catalog, p. 2
Do we include VISION, VALUES (Core beliefs)—all together?

General Guidelines from Dr. Steinback from her experience serving on visiting teams:
Short, general statement; Followed by commitment statement of who we serve, what we do;
Our commitment to the following: CTE, basic skills, transfer; Are you providing distance education?

Other topics of discussion in the brainstorming session:
Ethical human being (GE SLO)
Participate in the global world and beyond
Be inspirational
One of the most cultural diverse regions in the country—unique—multicultural and pluralistic—speaks to who we are and the students who are here

Speaking to students who see this mission statement and ask if it applies to the

Value statements in Catalog
Take something from the institution and take it to their lives.
Is to foster the learning of our community population. To provide students with learning opportunities that will ___to support students in their career ambitions. Will develop critical categories and specifically we seek to help students achieve them.

Where do we go from here? Any ideas?

h. **Nominations for MVC Curriculum Representative:**
   Curriculum Representative Maria Pacheco is willing to continue in the position, if she could send a written report to Academic Senate.
   **Motion:** Edd Williams  
   **Second:** Valarie Zapata  
   Unanimous Approval

i. **Committee appointments:** Ongoing

j. **Accreditation updates:** Ongoing
   Accreditation leads are having problems with faculty not participating or providing information for accreditation updates. Not doing the work now will increase work responsibilities tremendously if put on warning sanction.

IX. **New Business**
   a. **Undercover Boss” and Classified School Employees’ week May 20-24th**
   b. **Potential threatening behaviors: Being proactive**
      Message from Chancellor presented by Travis: When you have any assignments and there is potential for it to be understood or suspicious behavior notify Police Department/Administration. This came in response to a recent on campus course assignment that solicited the reaction of the Police Department.
   c. **Fall 2013, Senate Secretary /Treasurer nominations**
      Don Foster- Secretary Treasurer starting fall 2013 Unanimous Approval
      **Motion:** Cheryl Honore  
      **Second:** Eric Thompson  
      Note: Travis will be absent on 9/9/13 and 11/18/13
   d. **5-to-Thrive speaker for 12/10/13 (?) and back-up for September 24th.**
      Item tabled and will be placed on 5/20/13 agenda
   e. **AP 7120c ad-hoc committee member: Fabian Biancardi**
      **Motion:** Edd Williams  
      **Second:** Carolyn Quin  
      Unanimous Approval
   f. **MVC District Academic Standards representative**
   g. **Great Teacher’s Seminar: Nominations if funding can be found:** College President will fund the seminar participation.
      Seminar Candidate: Kim Metcalfe
   h. **C-ID representatives: Carolyn Quin, music: Chris Nollete, EMC**
      **Motion:** Sal Soto  
      **Second:** Cheryl Honore  
      Unanimous Approval
i. **SPC Resource Committee Advisory Group Chairs:** Human Resources Advisory Group (HRAG) - Joanna Werner-Fraczek Physical Resources Advisory Group (PRAG) - Diane Marsh
   Technological Resources Advisory Group (TRAG) - Eddy Chi Financial Resources Advisory Group (FRAG) - Donna Lesser and Cheryl Honore.
   
   **Motion:** Edd Williams  
   **Second:** Kim Metcalfe  
   Advisory Group Chairs MVAS Unanimous Approval

j. **Curriculum Institute attendees in July:** Natalie Hannum, Carolyn Quinn, Jeanne Howard, & David Vakil
   
   **Motion:** Edd Williams  
   **Second:** Kim Metcalfe  
   Unanimous Approval

k. **Proposed Fall 2013 Senate meeting dates:** 9/9 & 9/23; 10/7 & 10/21; 11/4 & 11/18; 12/2
   
   Fall 2013 Senate Meeting Dates Approved  
   **Motion:** Kim Metcalfe  
   **Second:** Nicolae Baciuna

X. **Officer and Student Liaison Reports:**
   a. **President:** Travis Gibbs
      
      - Student of Distinction ASMVC banquet will be hosted on May 9, 2013.
        - Make reservations to the banquet and support students.
        - The MVC Senate and faculty congratulates and welcomes six newly tenured faculty to its ranks.
        1. Eddy Chi, Economics  
        2. Natalie Hannum, Fire Technology  
        3. Joyce Kim, Speech Language Pathology  
        4. Debbi Renfrow, Public Services Librarian  
        5. Kari Richards-Dinger, Mathematics  
        6. Alex Yglogia, Counselor/LD Specialist  
      
      - Congratulations for achieving the academic rank of Full Professor goes to:
        1. Carolyn Quinn, Professor of Music  
        2. Edd Williams, Professor of English

   b. **Student Liaison**
      
      - Thursday may 9 at 6pm student of distinction banquet  
      - RTA pay & go pass survey will launch Friday, May 10, 2013. Results will be gathered until dead week.
      - Senators attended the MVC Beautification Town Hall Meeting on May 6th and gave input.
      - Two student government leaders were chosen to represent MVC in Japan.
      - Michelle Christenson and Tyrone Macedon
• Looking to do something to provide students stress relief during dead week. Those include zumba & give away live pencils /scantrons (student supplies)
• Harvey Milk Presentation: On May 21, 2013 LGBTSA with support of student government will host a drag show.
• Budget hearings will begin May 14-15, 2013 for active clubs for the start of next year.

c. Vice President: Sal Soto
   • (email information input needs to be placed here!)

d. Secretary and Treasurer: LaTonya Parker
   No Report

e. Senator At-Large: Nick Sinigaglia
   No Report

f. College President (or designee): Sandra Mayo
   • Health Services/ Sue Tarcon is applying for Mental Health Service Grant

g. Associate Faculty(Part-Time Faculty): Michael Schulz
   • Position remains unfilled

XI. Committee and Liaison Reports: Proposed on May 20, 2013

XII. Open Hearing
   Cheryl Honore: Concerned about confidentiality of equivalency, and not mentioning names for record keeping determination.

XIII. Adjournment: Travis Gibbs adjourned the meeting at 6:07pm
   Motion: Cheryl Honore