Call to Order: Travis Gibbs called the meeting to order at 3:50 pm.

Roll Call:

President: Travis Gibbs (present)
Vice President: LaTonya Parker (present)
Secretary/Treasurer & Communications Rep: Edd Williams (present)
Senator-at-Large: Nick Sinigaglia (absent)
Business & Information Technology Systems Communications: Cheryl Honore (present)
Health, Human & Public Services: Valerie Zapata (present)
Health, Human & Public Services: George Gage (absent)
Health, Human & Public Services: Lisa Hausladen (present)
Humanities, Arts & Social Sciences: Sal Soto (present)
Humanities, Arts & Social Sciences: Advie Tolunay (present)
Science & Kinesiology: Donald Foster (absent)
Science & Kinesiology: Ellen Lipkin (absent)
Math: Nicole Baciuna (present)
Public Safety, Education, & Training: Chris Nollette (absent)
Associate Faculty: Brenee Wright (absent)

Visitors:
College President: Sandra Mayo
Interim Vice President Academic Affairs: Carol Farrar
Institutional Effectiveness: Sheila Pisa
Grants Office (2 representatives): Maureen Chavez
Faculty Development / Diversity Committee: Larisa Broyles
Student Government Representatives: Sergio Maldonado

The meeting began at 3:54 pm, but without a quorum. We began with item II.f., Standard 1 faculty co-Chair. Next item III.a., Senator Sinigaglia (not present today due to illness) sent an email to AS President Gibbs, commenting on add codes and the process for adding. Senator Tolunay asked if there is any way for faculty to notify students via email. Farrar suggested this would be a technology-logistical item. Can we minimize student contact in closed classes or classes without open seats? Perhaps signs outside the class could help, but what language could be used? Should the Senate or the Administration select the language?

Quorum was established at 4:03 pm with the arrival of Senator Zapata. Other Senators include Gibbs, Williams, Hausladen, Tolunay, Baciuna, Honore, Soto (total of 8 at 4:03 pm) NOTE: Soto is proxy for Senator Nollette

I. Approval of Minutes: 10/6/14 – Moved, Soto Seconded Honore. Unanimously approved with one minor change (remove “not” in the comments from Soto)

II. Ongoing Business:
   a. AP 7120c: Faculty hiring, Oct. 14, 2014 edition Norco College passed this a couple of weeks ago; but since then, the number of faculty on the Committee came into some question as well as SME; also items 9-11 dealing with subject-matter experts in the process. A brief discussion apparently clarified the language in the document Gibbs despite expressed concern from our District Legal (Ruth Adams) suggested items 9-11 might be confusing. Moved Honore, Seconded Tolunay. Unanimously approved
Outlines of Record were also launched on that day. Faculty who still have pending CORs should launch no later than October 27, in order to meet the fall 2015 Catalog deadlines. Anyone needing assistance should contact Dr. Mayo.

New Business:

- Notifying students that faculty member is not accepting adds (discussed before quorum was established)
- Studying the feasibility of a B.A. degree at MVC (motion to swap b and c). Parker moved, Baciuna seconded. Unanimously approved the agenda switch.
- Faculty development funds – Broyles talked about problems with Faculty Development Fund and wants a process for funding to be more available for travel and other items for Faculty Development. Gibbs reminded us about Department funding as part of Department budgets, so how would these funds be disbursed? It was mentioned Dr. Mayo used discretionary funds for the Great Teachers Seminar (e.g., Parker this past summer and Williams the summer before). Mayo mentioned Staff Development funds in similar situations.

Next, Gibbs asked for a discussion on this question: Shall we pursue the possibility of a Bachelor’s degree in certain programs here at MVC?

Mayo reminded us that MVC is a Minority-Serving Institution (she reported we are at about a 74% minority student body. So part of the question is how MVC can serve our uniquely diverse community?

Gibbs wondered if this is a good time to create a task force to study State Bill opening the door for B.A. or B.S. degrees (in limited cases) and the feasibility of a task force or “work group”. Soto moved, Parker seconded, that the Senate create a work group. Unanimously approved (with the 8th vote from Soto’s proxy vote for Nollette).

IV. Committee and Liaison Reports:

Student Liaison: -Tomorrow October the 21st there will be a blood drive from 8am-3pm the student center will be closed from those times since it will be the “check in” center for the blood drive.
-This weekend ASMVC attended the Fall Student Leadership Conference “CCCSAA” where senators were able to go to work shops, listen to keynote speakers, and meet other students from other colleges.
-The Student Senate developed a survey to get input from the students to send back to the TRAG committee since they want our input.
- Friday Oct 31 is Halloween Valley from 6pm-8pm and we will kick off the Thanksgiving Food Drive.
-ulp student leadership banquet is coming up in a couple of weeks we are trying to get prepared for it and service our logs are almost due for all ASMVC members and Club members.

Classified Staff Liaison: Gustavo Segura – no report

Strategic Planning Council (SPC): Carol Farrar/ Ree Amezquita- Farrar reported that SPC is hard at work updating the College Strategic Plan and moving forward with updated goal. Oct 23 is the next meeting 12:50-2:50pm

Curriculum Reports: Carolyn Quin – not present for meeting; information sent by email as follows:

The MVC Curriculum Committee met on October 14, 2014. A record number of Major Modifications to Course Outlines of Record were also launched on that day. Faculty who still have pending CORs should launch no later than October 27, in order to meet the fall 2015 Catalog deadlines. Anyone needing assistance should contact Dr.
Carolyn Quin. Dr. Quin will come to your office to talk you through the format, if needed, and help you launch CORs that are up-to-date and complete.

The Curriculum Committee also discussed the process for adding or deleting courses from the RCCD General Education Program and the Areas of Emphasis. Forms for both types of revisions were placed in all faculty mailboxes with a cover sheet outlining the criteria for “including” a course or “excluding a course from either type of program. Please use one “Form” for each course request and explain how the course meets one of the Criteria outlined on the cover sheet. Forms should be submitted to the curriculum committee department representative before the meetings on October 28, November 11, and November 25. November 25 is the last day for submitting changes to the RCCD General Education Program and for the Areas of Emphasis for the 2014-2015 academic year. The District Curriculum Committee will deliberate in December and send out a complete list of requests from all three colleges. Course Outlines of Record must be updated (or launched as Major Modifications) in order to be considered.

The Curriculum Committee does not currently have an active representative to the committee from the MVC Sciences and Kinesiology Department. END of Curriculum Report.

Honore wondered if these kinds of reports should be sent to all Senators rather than to Senate Officers only. However, with these items being included in the minutes, and with the Senators obliged to approve the minutes at a subsequent meeting, we agreed that this process is reasonable and acceptable. Williams and Gibbs noted that many of the reports are sent close to Senate meeting times, so even the emailed reports are sent too close to the Senate meeting to be read by all the Senators to review before the Senate meetings. Nevertheless, the on-going, developing minutes eventually include the reports and are subject to approval.

NOTE: Coordinated emails for specific notifications and inclusions and deletions were discussed.

e. Instructional Program Review Committee: Carolyn Quin – email as follows:

   Here is a summary of the highlights:
   (1) The Instructional Program Review Committee met on October 9, 2014, from 3:30 p.m. – 5:03 p.m.
   (2) Members present were Donna Lesser, Olga Dumer, and Carolyn Quin. Carolyn Quin was elected Chair.
   (Cheryl Honore was away at a conference.)
   (3) The regular meeting of the IPRC will be on the 2nd and 4th Thursdays of the month from 3:30 p.m. – 5:30 p.m. in the Dental Education Center, classroom B-105.
   (4) The next meeting will be on October 23, at 3:30 p.m. At that meeting the Comprehensive Instructional Program Reviews for the Library and the Sociology discipline will be reviewed. Faculty from the Library will attend from 3:30 p.m. – 4:00 p.m. to discuss the document with the committee.
   (5) Other CIPRs that were due on October 15 are the Physician Assistant program and the Economics discipline. Those reports have not yet been submitted.

   Farrar commented about changes at the Library (with the reorganization recently implemented)

e. District Program Review (DPR): Carolyn Quin – email as follows:

   The DPR met on Tuesday, October 7, from 3:30 p.m. to 4:30 p.m. using CCC Confer. Rita Chenoweth, RCC; Alexis Gray, Norco College; Debbie McDowell, RCCD Support Staff; and Carolyn Quin, MVC, were present. The committee reviewed “late” CIPRs from 2010 and 2011 from MVC and “accepted” the edited and revised reports from the Medical Assistant program, Human Services discipline, and the MVC Honors Program. Only three reports still need to be submitted and/or edited: (1) BUS/CIS/CAT 2011, (2) the Humanities discipline 2013 CIPR, and (3) the 2011 Fire Technology report. The next meeting will be on November 4, 2014, at 3:30 p.m.

g. Assessment Committee: Cheryl Honore – Honore reported next meeting is tomorrow, Oct 21, in their usual location SAS-101 and usual time, 12:50pm-1:50pm. From the minutes of their meeting on Sept 9, TracDat Workshops are scheduled as follows: Friday, Nov 21, 10am-1pm in SAS-101; Tuesday, Dec 9, 4pm-6pm in SAS-101. Also, Twice Annual Assessment Fests will be scheduled in spring 2015.

   Honore asked that the scheduled TracDat meetings be announced in all upcoming Department meetings.

h. Safety Committee: Please contact Joyce Kim for information regarding meetings and past minutes.

i. Academic Planning Council (APC):

   Gibbs asked for a motion to allow Gibbs to move APC hiring recommendations forward to the President. Parker motioned, Baciana seconded. Discussion: Honore asked if Senators could see that report before it is sent forth to the President. LaTonya Parker: Parker reported that APC worked on this same issue and will be looking at hiring prioritization. Dr. Mayo said she wanted the list moved forward so that we (MVC) are clearly and actively ready to participate in the District decisions for new hires. Mayo said she would really appreciate it if the list is moved forward and the rationale for that priority is rooted in data. Farrar
acknowledged her appreciation for the work that APC is doing in its efforts for a rubric for the next round of hires for MVC. Parker noted that Dept. Chairs are the APC; Pisa wondered if a rubric can be / should be developed and shared with the Departments.

j. District Academic Standards (DAS): Edd Williams/Kim Metcalfe – The next meeting on Oct 22 to address the MCHS and Nuvieview students / priority registration. Prior two meetings discussed the Equivalency Policy and RCC’s non-approval and ways we can encourage RCC’s Senate to approve the current language.

k. Diversity Committee: Adviye Tolunay – Tolunay reported 2 new co-chair; the committee is planning events for mental health; Schwarz will be hosting an ALLY training session in SAS-306 on Friday, 1pm-4pm.

l. Basic Skills Committee: Sonya Nyrop – no report

m. Faculty Development Committee: Larisa Broyles - Broyles reported (see above) the funding issue. How can we support part time faculty fair more than we are now? Natalie Mann has stepped forward to help develop more support and funding for our Associate faculty. Assessment funding for Associate faculty was discussed.

Williams noted that Menifee/MSJC and Palomar regularly pay all of their part time faculty for flex day activities and even for Norming Sessions in English at Palomar. Baciuna noted Crafton does the same.

n. District Professional Growth & Sabbatical Leave Committee (PG&SLC): Kathy Saxon – not present for meeting; information sent by email as follows:

Information Only
1. AP 7160a – Approved by District Senate on 5/30/14. Norco College concerns were resolved, so AP 7160a is ready to be sent to Ruth Adams (legal) for uploading to the website
2. The committee is still in the process of working on a rubric to help determine the number of units that should be allowed for publications, compilations, and textbooks.

Information Only
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o. RCC District Faculty Association (RCCDFA)/CCA/CTA/NEA

p. Student Equity Committee: Sheila Pisa/Cordell Briggs – Pisa reported sending the link for timelines and other data for Year 1, 2, and 3. Pisa noted Student Equity is looking for committee members from faculty and staff. Please review the documents. Contact Sheila Pisa at sheila.pisa@mvc.edu

V. Officer and Student Liaison Reports (moved above to IV.a.)

b. President: Travis Gibbs – Gibbs did sign the SSSP report, which improved significantly in the final 48 hours. It has been moved forward.

c. Vice President: LaTonya Parker – Dec 2, 2013, APC prioritized positions that was not necessarily dealt with by administration. How viable / important are our efforts? Gibbs suggested that APC go directly to Dr. Mayo for comments. APC spends a great deal of time working on prioritizing, working on rubrics. It seems to Parker that when decisions are made about new hires, those decisions MUST be discussed / shared with the faculty who have been charged with creating that priority list. Pisa commented that Program Review is not necessarily complete and certainly relates to this process. How are all the Services such at Student, Business, and other areas coordinating choices? Honore wondered what happens to items that the Senate approves? Where are the reports that give us feedback and follow-up on Senate items and other items relevant to faculty prioritizing (and other activities)? For the record, should there be a Report from the College President that relates to the items that the Senate approvals.

d. Secretary/Treasurer: Edd Williams – no report

e. Senator At-Large: Nick Sinigaglia – no report

f. Administrator Reports – no report beyond what has been reported earlier.

g. Associate Faculty (Part-time Faculty): Brené Wright – no report

VI. Open Hearing - none

VII. Adjournment at 6:20pm