I. Call to Order: Travis Gibbs called the meeting to order at 3:56 pm.

II. Roll Call:

President                              Travis Gibbs (present)
Vice President                        LaTonya Parker (present)
Senator-at-Large                      Nick Sinigaglia (present)
Business & Information Technology Systems Cheryl Honore (present)
Communications                        Valarie Zapata (absent)
Communications and Interim Secretary/Treasurer Edd Williams (present)
Health, Human & Public Services       George Gage (present)
                                        Kim Metcalfe (absent)
                                        Adviye Tolunay (present)

Humanities, Arts, & Social Sciences   Sal Soto (present)
                                        Donald Foster (absent)
                                        Joanna Warner-Fraczek (present)
Math, Science & PE                    Ellen Lipkin (present)
Public Safety, Education, & Training Chris Nollette (present)
Associate Faculty                    Vacant

Visitors:
Vice President, Academic Affairs      Robin Steinback
Associate Dean of Public Safety, Education, and Training Ann Yoshinaga
Dean of Instruction                   David Vakil
Dean of Instruction, CTE (Current Technical Education) Christopher Whiteside
Comprehensive Instructional Program Review Coordinator Carolyn Quin
Library Representative                 Debbi Renfrow
Coordinator, Students Activities      Frankie Moore
Interim VP Student Government         Regina Miller

Agenda sent to Senators and mv-all on Oct 16. No adjustments for today’s meeting

III. Approval of Minutes: 10/7/13  Tabled until Nov 4

IV. Report: MVC Flow Chart for Decision-Making Processes: Gibbs & Steinback  Steinback reports participative governance process: one example from the report: SPC & Senate protocols related to how the two communicate and deal with shared interests and issues: SPC would deal with & report first, then the Academic Senate would consider and vote on that issue.

--Campus beautification report: some trailblazing painting – splashes of color – accent walls -- will be going on during Winter session. Senate encourages all personnel to watch closely, be safe, offer feedback.

V. Soto reported campus clean-up for bird droppings, nests, and other health-concern items are not progressing and stresses the need for clean-up efforts to move forward promptly.

VI. Classrooms in the SAS building: David Vakil – “soft opening” of SAS building for Winter term: new buildings usually have initial issues, so let’s get it opened up during Winter and provide as much time to use the building before Spring semester – different disciplines, every classroom used if possible. Most rooms are being used by different disciplines, 4 or 5, so that we can troubleshoot any problems we confront before Spring semester begins.

VII. Grants Advisory Committee request to be a Senate Standing Committee: Maureen Chavez – Travis, in Chavez’s absence, reported Maureen wants the Grants Advisory Committee to become a Standing Committee of the Senate. Chavez’s report is pending our next meeting.

VIII. Club Advisors—Frankie Moore AP 5400, sections 48930 & 48938: Only fulltime faculty may serve as primary advisor for student clubs. AP 5400 goes back decades and prior to 1981 included “a member of the staff”; however, it was amended in 1998 to be “a member of the teaching staff.” In terms or adjunct faculty are not required to serve as faculty advisors; they may not be here the next semester (so using part timers is problematic).

Should we change the policy so that part time faculty can serve as faculty advisors? Why not include staff members? Liability may be and likely is an issue: for example, the students go on a field trip, and let’s say there’s an accident. What role / liability would the faculty member carry in such a situation? In terms of insurance coverage, would any faculty member be covered (full time and part time)? These questions must be addressed.

IX. Old Business:
A. Curriculum Reports: first report from Jeanne Howard, Matriculation Officer (by email) and reported today to the Senate by Carolyn Quin:
1. From the meeting agenda of September 10, 2013
   Congratulations to the Early Childhood program for completing the early care and education curriculum and program alignment process at Moreno Valley College. The verification with the California Community Colleges EC/ED Curriculum Alignment Project 2007-2008 Recommendation was official as of May 29, 2013. A certificate was sent to college with copy to Dr. Sandra Mayo. (letter of June 11, 2013)
2. From the meeting agenda of September 24, 2013
   Proposal for Change to Program Prerequisites for Physician Assistant Program—approved --represents a substantive change for the program, so we will bring it forward to the Senate with the complete program approval packet is ready.
3. From the meeting of October 8, 2013

   AML-1 American Sign Language 1
   AML-2 American Sign Language 2
The following modifications is proposed to change the title from “Introduction to Astronomy”, update the course description, link SLOs, course materials and add sample assignments:
AST-1A Introduction to the Solar System
The following modification is proposed to change the title from “Introduction to the Stars”, update the course description, link SLOs, course materials and add sample assignments:
AST-1B Introduction to the Stars and Galaxies
The following modification is proposed to update the course description, entry skills, course content, course materials, link the SLOs to the new GESLOs, and to add sample assignments:
MAT-2 Differential Equations
The following modification is proposed to add a prerequisite of second year Spanish or the equivalent” and to link the SLOs to the new GESLOs and update the course materials:
SPA-3N Spanish for Spanish Speakers A.
4. District Curriculum Committee meeting—10/03/2013—Carolyn Quin, District Curriculum Chair
   A. Distance Education Regulations, RCCD Best Practices, College Certification Letter, and RCCD Instructional Addendum for Curriculum Approvals—FIRST DRAFTS
      i. Michael Schwartz, COMM Department representative, has agreed to chair the Distance Education Subcommittee of the Curriculum Committee

b. Program Approval Processes in place: (AP 4020 link to 2011)
   i. “Short” Process, District Academic Senate Minutes, May 2009—to be adapted by each college to approve programs developed from existing courses
   ii. 2011 Revision approved by District Academic Senate
   iii. APPENDIX H—posted on CurricUNET site (course-based)
5. October 17—District Curriculum Committee Update
6. AA-T & AS-T Degrees at Moreno Valley College (10/15/13 Update):

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<th>AA-T / AS-T</th>
<th>PoS Code CSU/UC</th>
<th># of Units</th>
<th>CSUD H</th>
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NOTE – Only the AA-T’s/AS-T’s above that have Program of Study (POS) codes are OFFICIAL. The rest are in some stage of the approval process at the state level. For those with no POS code, the information is for discussion purposes only. Do not distribute the required coursework to students as it is subject to change. As POS codes become available, they will be provided to you.

NOTE – This is only a list of Moreno Valley College AA-T’s/AS-T’s.

NOTE – This chart includes only southern California CSU’s when listing similar majors. For a complete list of schools with similar majors, please visit www.adegreewithaguarantee.com.

Motion: Soto Second: Gage – Congratulations from the Senate to Early Childhood Studies on its recent accomplishments (as listed above in Jeanne Howard’s email information; report by Quin)

--Soto asked about Distance Education and if the regulations cover that as well. Quin reports the faculty requirements for contacting students is strictly detailed in Distance Education documents and must be reviewed separately by Curriculum. These documents are being worked on currently and will be presented.

--Parker asked about Physician Assistants curriculum progress, and Quin reported a more formal process is required for the COR revisions.

--Gage asked for a definition of “Update” – Quin defined the term as “within the last 3-5 years.”

B. AP/BP 4260: Limitations on Enrollment: Prerequisites, Co-requisites, and Advisories – stuck at curriculum committee, so tabled for now.

C. AP 4020: Program, Curriculum, and Course Development – the link didn’t work for CurricuNET, so this was also tabled.

D. Committee appointments:
   DSPC sub-committee
   Student Equity Committee—faculty co-chair still needed
   Motion to add HRA, Honore; Second, Nollette Discussion as follows:
Human Resources Advisory Group: Paula Stafford has volunteered to be on the committee. All in favor of Paula Stafford: unanimously approved

X. New Business:
A. 5-to-Thrive faculty speaker for March 17, 2014 -- still no faculty selection. Gibbs stresses the importance of making this selection ASAP.
B. Distinguished Faculty Lecturer: RCCD rotates year by year. MVC’s Distinguished Faculty member needs to be chosen by Spring 2014 for MVC Spring 2015 presentation. Ad Hoc Committee for location of MVC Hall of Fame: Sal Soto, Debby Renfrow, Edd Williams, Dean Vakil, Travis Gibbs to look into a display location in the SAS building.
C. Annual Program Review (APR) forms and guidelines Gibbs reports Dr. Steinback would like to see a shorter form. They were due on Friday, Oct. 18. The APR is scheduled to come up in Spring 2014. Appropriate data timelines will need to be created to facilitate APR reports in Spring. Vakil noted Spring deadline allows for “tweaks” over summer. How many APRs are expected? Honore reports 53, including MVC and BCTC. Honore asks, Shall we switch assessments to Fall deadlines? Tolunay stressed current data from Institutional Research is needed for the APRs. Steinback reports Rick Herman and Raj Bajaj working on desktop access for data; Honore comments on problems: how to access data and cut and paste it from PDF files more easily.

XI. Officer and Student Liaison Reports
A. President: Travis Gibbs to attend Nov 7-9 State Plenary Conference in Anaheim; second, AP 7120(c) being reviewed and revised, including Ruth Adams (District legal counsel): an official meeting is pending with 2 members from each of the three colleges.
B. Vice President: LaTonya Parker – no report
C. Secretary/Treasurer: Edd Williams – no report
D. Senator At-Large: Nick Sinigaglia – no report
E. College President (or designee): Sandra Mayo – designee Steinbeck: Communication Studies Faculty replacement is to be posted with hiring for Spring 2014
F. Associate Faculty (Part-time Faculty): Unfilled
G. Student Liaison -- Just came off of a weekend-long conference in Sacramento for Student Government. This week is Spirit Week, Homecoming on Saturday: events pending: Homecoming King and Queen selection. Tonight, various activities. Thursday night they will be selected and informed on Saturday. Halloween Valley this coming Friday, Oct. 25. Thanksgiving Food Drive begins at that time. Oct 31 going to Monterey for General Assembly to decide on 44 resolutions. Student Activities office will be closed all next week due to student travel and to bereavement leave for Frankie Moore.
H. Motion: Williams; Second: Sinigaglia to send condolences to Frankie Moore on behalf of the Senate. Cash donations were received from today’s attending members.

XII. Committee and Liaison Reports: Oct. 21st
A. Classified Staff Liaison: President Gibbs reports information from Akia Marshall.
B. Strategic Planning Council: Robin Steinback says we need a faculty liaison for Senate
C. Comprehensive Instructional Program Review Coordinator: Carolyn Quin
   1. Committee Members: Olga Dumer, Donna Lesser, Carolyn Quin
   2. Purpose: The purpose of the screening committee meetings is to review 2013 Comprehensive Instructional Program Review (CIPR) reports submitted to date by disciplines.
   3. Process: This review will result in one of the following actions:
      (a) Screening committee accepts the report w/ no changes.
      (b) Screening committee accepts the report w/minor changes.
      (c) Screening committee requests that faculty make changes and submit a second draft for their review within an agreed upon timeframe.
   4. The District will not approve any CIPR reports if the CORs have not been updated to meet current regulations.
   5. Report for October 21, 2013
   6. On Friday, October 18, the MVC Screening Committee reviewed submitted reports from the MVC Honors Program, The Dental Assistant Program, the Spanish discipline, and the Physics and Astronomy disciplines.
   7. Next meeting Friday, Nov 8. All reports will be reviewed / finalized in preparation for submission to APC/Program Review Committee. The APC will review six 2013 reports on December 12, 2013. Those that APC accepts will be forwarded to District Program Review Committee for district acceptance. Only disciplines with shared courses in the curriculum are
scrutinized by the District. College-specific programs are now sent to the district as information only items.

D. District Program Review (DPR): Carolyn Quin

E. MVC Faculty Assessment Committee: Cheryl Honore & Sheila Pisa Honore reports turning our attention to Institutional-level outcomes.

F. Safety Committee: Joyce Kim has not received information

G. Academic Planning Council (APC): LaTonya Parker – Next meeting Fri Oct 25 3:45 – 5:15pm

H. District Academic Standards (DAS): Edd Williams/Kim Metcalfe WWilliams

I. Diversity Committee: Adviye Tolunay meetings are last Monday of Month HUM-234 12:30 and 2pm

J. Basic Skills Committee: Sonya Nyrop No report

K. Faculty Development Committee: Dan Clark – no report

L. District Profession Growth & Sabbatical Leave Committee (PG&SLC): Kathy Saxon reports by email: approaching deadline for applications for full professor.

M. RCC District Faculty Association (RCCDFA)/CCA/CTA/NEA

N. Student Equity Committee: Ann Yoshinaga -- Faculty needed for the committee

XII. Open Hearing – Gibbs reports Mission Statement has been adjusted; second, Ray Maghoori is retiring after many years at RCCD, scheduled for Spring, but is exiting next week. Retirement Party at Alumni House next Tuesday, Oct 29, 2-4pm

Sinigaglia: Reminds faculty that Flex requirement is now 24 hours. Not 18 hours.

XIII. Adjournment at 5:58pm