

**MVC ACADEMIC PLANNING COUNCIL MEETING Minutes**  
**Wednesday April 22, 2009**  
**3:35—5:00 PM in Humanities 334**

1. **Roll Call:** Meeting called to order at 3:35 PM by APC Chair Sal Soto.
  - **Voting Members (Department Chairs [or designees] and Dean of PSET [or designee]):** Matt Barboza, Cordell Briggs, Olga Dumer for excused Dan Clark, Gregory Elder, Felipe Galacia, and Delores Middleton
  - **Non-voting Members:** Sal Soto (MVC APC Chair), Patricia Bufalino (Recorder), Jose Duran, Natalie Hannum, Wolde-ab Isaac, David Kroh, Cid Tenpas, and Stephen Wagner
2. **Approval of Agenda:** M/S/C: Barboza/Elder/Unanimous
3. **Approval of Minutes of 3/25/09 meeting:** M/S/C: Elder/ Barboza/Unanimous).
4. **Faculty Priority Positions for 2010—2011:** See Pages 2—5 for summary of discussion, voting, and finalized list to be forwarded as a recommendation fro the MVC APC
  - a. **Updates from Department Chairs**
  - b. **Development of Integrated Prioritized List**
  - c. **Motion to extend meeting to 5:00 PM:** accepted by consensus.
  - d. **Motion to suspend meeting and continue voting on Integrated Prioritized List:** accepted by consensus; P. Bufalino, Recorder, to compile summary of meeting to date and distribute to the voting members with instructions to return ballots by 4/30/09 for tabulation by MVC Chair and Recorder.
  - e. **Recommendation to Academic Senate, Moreno Valley Strategic Planning Committee, and MVC Administration** M/S/C: Consensus by e-mail ratification of vote tally 5/11/09
5. **Meeting adjourned at 5:00 PM 4/22/09; to be continued via e-mail tallies:** P. Bufalino, Recorder
6. **Last meeting for Spring 2009: 5/27/09: 3:30—4:30 PM in HM 334**  
**Suggested Agenda:**
  1. **Strategic Enrollment Management**
    - a. Raj Bajaj to present and answer questions.
    - b. **Low Enrollment Policy:** Dan Clark
  2. **District Budget Allocation Council Update:** Reagan Romali, MVC VP Business Services

**INTEGRATED PRIORITIZED LIST OF FACULTY POSITIONS for 2010—2011**  
**MVC APC MEETING 4/22/09 3:35—5:00 PM HM 334**

**Voting Members (Department Chairs [or designees] and Dean of PSET [or designee])**

**Present:** Matt Barboza, Cordell Briggs, Olga Dumer (representing Communications for excused Dan Clark), Gregory Elder, Felipe Galacia, and Delores Middleton

**Non-voting Members Present:** Sal Soto (MVC APC Chair), Patricia Bufalino (Recorder), Natalie Hannum, Wolde-ab Isaac, David Kroh, Cid Tenpas, and Stephen Wagner

<b>Department</b>	<b>Position Requested</b>	<b>Rationales</b>
Business and Information Technology Systems (BITS)	Multidisciplinary Faculty member: <ul style="list-style-type: none"> <li>•CIS</li> <li>•BUS</li> <li>•LAW</li> <li>•ACC</li> <li>•Medical records: request from HHPS</li> </ul>	Vacancies from retired faculty members  Developing department initiatives
Communications (COMM)	<ol style="list-style-type: none"> <li>1. Speech</li> <li>2. English/Journalism</li> <li>3. Librarian</li> </ol>	<ol style="list-style-type: none"> <li>1. Single FT discipline instructor since 1994; 19 sections in 2008--2009 serving 575 students; highest FTES in Comm Dept.: 318.43; PT/FT ratio is 79% with scheduling sections done by assist chair who is not in the discipline; SPE-1 &amp; SPE-9 offered &amp; both meet competency requirement for graduation; would like to offer additional courses, including basic skills sections</li> <li>2. JOU sections currently taught by PT instructor advisor to student newspaper</li> <li>3. Second librarian on MVC could be hired with archival skills as a requirement; increase course offering of LIB 1 on MVC; Library usage has tripled since 1995—96, yet still only 1 FT Librarian; would permit greater library faculty participation in MVC committees and initiatives (necessity of keeping reference desk attended)</li> </ol>
Health, Human and Public Services (HHPS)	<ol style="list-style-type: none"> <li>1. Emergency Medical Services</li> <li>2. Pharmacy Technician</li> <li>3. Physician Assistant</li> </ol>	<ol style="list-style-type: none"> <li>1. Necessary to meet Accreditation Requirements to expand programs</li> <li>2. Pending New Program: curriculum completed; will have shared facilities with BIOTECH &amp; Clinical Lab Tech</li> <li>3. Necessary to improve student ratios; currently 1:8 using grant-supported FT faculty (last year 2009—2010) for meeting future Accreditation requirements</li> </ol>

<p>Humanities and Social Sciences (HSS)</p>	<ol style="list-style-type: none"> <li>1. Spanish plus FSA for one other language</li> <li>2. Sociology</li> <li>3. Political Science</li> </ol>	<ol style="list-style-type: none"> <li>1. Single discipline FT faculty member; currently offering approximated eleven 5-unit sections per term—sufficient to support 4 instructors; would permit expansion of course offerings to include rotation of specialty sections; would allow campus to offer language sections in addition to Spanish and would increase faculty participation in MVC activities; transferable courses</li> <li>2. Single discipline faculty member; high demand for transferable courses</li> <li>3. Single discipline faculty member; high demand for transferable courses</li> </ol>
<p>Math, Sciences, and Physical Education (MSPE)</p>	<ol style="list-style-type: none"> <li>1. Mathematics</li> <li>2. Chemistry</li> <li>3. Physical Education</li> </ol>	<ol style="list-style-type: none"> <li>1. Numbers of course offerings, including basic skills and transfer level courses</li> <li>2. Single discipline faculty member; could increase offerings when additional laboratory space available; currently at capacity; prerequisite offerings for health care programs and STEM transfer students</li> <li>3. Single discipline FT faculty member</li> </ol>
<p>Public Safety Education and Training (PSET)</p>	<p>Administration of Justice /Law Enforcement</p>	<p>No FT; regular review of courses &amp; development of curriculum and certificate proposals currently moved forward by classified manager; academic representation of faculty in curriculum development; growth: anticipate increasing need for courses and faculty; academic issues compounding; could support 28 FT faculty</p>

**Results of Voting on Proposed  
MVC APC Integrated List  
Of Prioritized Faculty Positions  
Requested for 2010—2011**

Rank	Position ( For Rationales, see earlier table)	Combined Score <sup>a</sup>	Department
<i>First Round of Rankings</i>			
1	Administration of Justice/Law Enforcement	16 <sup>b</sup>	PSET
2	Mathematics	16 <sup>b</sup>	MSPE
3	Spanish plus an additional language	18	HSS
4 <sup>c</sup> 4 <sup>d</sup>	Speech	20 <sup>c</sup> 9 <sup>d</sup>	COMM
4 <sup>c</sup> 4 <sup>d</sup>	Emergency Medical Services	20 <sup>c</sup> 9 <sup>d</sup>	HHPS
6	Multidisciplinary CIS/BUS plus additional discipline	36	BITS
<i>Second Round of Rankings</i>			
7	Chemistry	11	MSPE
8	English/Journalism	13	COMM
9	Physician Assistant	15	HHPS
10	Sociology	22	HSS
11	Political Science	23	HSS
12	Librarian	24	COMM
13	Pharmacy Technician	26	HHPS
14	Physical Education	27	MSPE

<sup>a</sup> Scores based on voting: lowest scores have the highest ranking; multiple votes taken to eliminate ties; the APC voting members agreed to rank all first requests of the six departments prior to considering the second and third requests from departments; not all departments offered second or third requests;

<sup>b</sup> Rankings are the results of run-off tie-breaker on first round of voting.

<sup>c</sup> Tie-breaker vote needed.

<sup>d</sup> Results of tie-breaker resulted in continued tie; both positions ranked as # 4.

**MVC APC Integrated List  
Of Prioritized Faculty Positions  
Recommended for 2010--2011**

Rank	Position	Department	Rationale
1	Administration of Justice/Law Enforcement	PSET	No FT; regular review of courses & development of curriculum and certificate proposals currently moved forward by classified manager; academic representation of faculty in curriculum development; growth: anticipate increasing need for courses and faculty; academic issues compounding; could support 28 FT faculty
2	Mathematics	MSPE	Numbers of course offerings, including basic skills and transfer level courses
3	Spanish plus an additional language	HSS	Single discipline FT faculty member; currently offering approximated eleven 5-unit sections per term—sufficient to support 4 instructors; would permit expansion of course offerings to include rotation of specialty sections; would allow campus to offer language sections in addition to Spanish and would increase faculty participation in MVC activities; transferable courses
4*	Speech	COMM	Single FT discipline instructor since 1994; 19 sections in 2008--2009 serving 575 students; highest FTES in Comm Dept.: 318.43; PT/FT ratio is 79% with scheduling sections done by assist chair who is not in the discipline; SPE-1 & SPE-9 offered & both meet competency requirement for graduation; would like to offer additional courses, including basic skills sections
4*	Emergency Medical Services	HHPS	Necessary to meet Accreditation Requirements to expand programs
6	Multidisciplinary CIS/BUS plus FSA for other department discipline	BITS	Vacancies from retired faculty members; developing department initiatives
7	Chemistry	MSPE	Single discipline faculty member; could increase offerings when additional laboratory space available; currently at capacity; prerequisite offerings for health car programs and STEM transfer students
8	English/Journalism	COMM	JOU sections currently taught by PT instructor; advisor to student newspaper
9	Physician Assistant	HHPS	Necessary to improve student ratios; currently 1:8 using grant-supported FT faculty (last year 2009—2010) for meeting future Accreditation requirements
10	Sociology	HSS	Single discipline faculty member; high demand for transferable courses
11	Political Science	HSS	Single discipline faculty member; high demand for transferable courses
12	Librarian	COMM	Second librarian on MVC could be hired with archival skills as a requirement; increase course offering of LIB 1 on MVC; Library usage has tripled since 1995—96, yet still only 1 FT Librarian; would permit greater library faculty participation in MVC committees and initiatives (necessity of keeping reference desk attended)
13	Pharmacy Technician	HHPS	Pending New Program: curriculum completed; will have shared facilities with BIOTECH & Clinical Lab Tech
14	Physical Education	MSPE	Single discipline FT faculty member

\* Repeated votes resulted in ties