

**Academic Planning Council Meeting Minutes
Moreno Valley College
November 28, 2012
Lib 130**

Members Present:

Sal Soto, Chair (Academic Senate)
Natalie Hannum, Recording Secretary (Curriculum)
Ree Amezquita, Communications
Gregory Elder, HSS

Absent: Shara Marshal, Lisa Hauslauden

Guests:

Jeff Rhyne
Dennis Anderson
Cordell Briggs
Greg Sandoval
Sheila Pisa
Ann Yoshinaga
Cid Tenpas
Julio Gonzales
Carolyn Quin

1. Approval of the Agenda: (M)Ree Amezquita/(2nd) Elder/Unanimous

2. Approval of the minutes from 10/24/12: (M)Hannum/(2nd)Amezquita/Unanimous with changes to the order of presentations. VPAA report is 4 and monthly reports are moved to the end of the agenda.

3. Middle College High School: Julio provided an overview of the Middle High School (MHS). 125 students /231 for Nuvview. The MCHS is a partnership between MV Unified, Val Verde Unified through a grant. Enrollment is ten or less students per class from MHS programs. When a partner school offers to fund a course such as guidance, the funding is wholly born by the school providing the funding and does not come out of FTES allotment designated by the State from the state subject to verification. The group expressed concern over the registration priority and number of students for the MCHS program and its impact on other students and their access to needed general education courses.

Gregory Elder was concerned about the grants that are accepted by the district/college and the ability to sustain or institutionalize the programs once the grant funding disappears.

Ree Amezquita requested that the 10 students per class of high school students be revisited. With current priority registration, they hold 1/3 of the course seats for a class. Sheila Pisa mentioned that the timing of classes impacts high school students in classes too due to the bus schedule. Greg Sandoval explained how the priority registration works with the current system.

The group asked that Julio Gonzales come to the next meeting to report out on registration and other MCHS items.

3. Comprehensive Instructional Program Reviews:

The APC will be reviewing Comprehensive Instructional Program Reviews for the first time. The Group discussed and approved the following review process:

- 3 readers to read each CIPR
- Readers to include Chairs, Assistant Chairs, and Academic Managers
- Readers will use guidelines provided by CIPR coordinator in cooperation with the District Comprehensive Program Review Committee
- Readers will recommend the acceptance category provided by District Comprehensive Instructional Review Committee. Those categories include:
 1. Accept with no changes
 2. Accept with minor changes
 3. Major changes needed and Second Review on _____(date)
- Feedback to the discipline will be provided by the CIPR coordinator. The CIPR coordinator will ensure the discipline is aware of changes. Disciplines are expected to have changes to the APC BY THE FOLLOWING MEETING for review and recommendations.
- Status of CIPR's after review by the APC will be provided to the Academic Senate in a report prepared by the Chairperson of the APC.
- The CIPR coordinator will take Academic Senate's recommendations and report to the District Comprehensive Instructional Program Review Committee.

(M)Elder(2nd)Barbosa/Unanimous to accept this process for CIPR review process.

CIPR's will reviewed at the 12/12/12 meeting and will be sent out electronically ahead of schedule for reviews to schedule.

The group expressed a concern that disciplines that do not have a full-time faculty and that did not submit Annual Program Reviews. It was recommend that small stipends be paid to a part-time faculty to write APR's and review CIPR's to ensure resources and other requests are in the pipeline for consideration. The APC will continue to review Comprehensives to ensure their inclusion in the process.

Next meeting: 12/12/12

Adjourned: Meeting adjourned at 5:00PM.