



## MORENO VALLEY COLLEGE ACADEMIC PLANNING COUNCIL

Thursday, September 12, 2013 MINUTES

3:30pm – 5:00pm

HUMANITIES 205

Mission: The mission of the Moreno Valley Academic Planning Council is to provide a forum for dialog and discussion on issues affecting teaching and learning, and provide recommendations to the Academic Senate on critical issues affecting student success for all academic departments.

*Call to order at 3:48pm*

### I. Roll Call

- ✓ \*Amezquita, Ree (Communications)
- ✓ \*Banks, James (Health, Human, & Public Services)
- ✓ \*Barboza, Mathew (Business & Information Systems)
- ✓ \*Elder, Greg (Humanities, Arts & Social Sciences)
- ✓ \*Fontaine, Bob (Public Safety Education & Training)
- ✓ \*Marshall, Shara (Math, Science & Kinesiology)
- Hausladen, Lisa
- Namekata, James
- ✓ Parker, LaTonya –APC Chair
- Steinback, Robin-Vice President, Academic Affairs
- ✓ Vakil, David –Dean of Instruction
- Yoshinaga, Ann

### II. Review of Agenda

*Move to approve agenda/Elder – Second/Banks*

*No discussion – agenda is approved*

### III. Review of August 28, 2013 Minutes

*Tabled*

### IV. New Business

#### A. Annual Program Review Time Line (information item)

*Amezquita handed out a list of disciplines projected to submit an APR by Oct. 18<sup>th</sup> 2013. Chairs were asked to fill in the name of the faculty member responsible for the APR report – the responsible faculty could be a part-time faculty. Chairs were asked to provide the name of disciplines or programs missing from their department. Funding is currently being sought for part-time instructors responsible for APR reports.*

#### i. APR Rubrics

*Amezquita provided copies of last year's APR rubric. Chairs recommended removing the categories labeled # students served and Healthy and Safety. Those present discussed the appropriateness of these categories explaining that we should not have to rank health and safety needs. And # of students served is "unfair" to programs whose enrollment is limited. It was agreed that sample rubrics would be presented at APC Sept27th regular meeting for review and discussion.*

#### B. Faculty Assessment Efforts in IOI: Standard IIIA 1c. Compliance-

*Amezquita and Pisa explained that part of Standard IIIA explains that IOI process should include participation in assessment. It was suggested that this information be taken to Senate for information and review.*

#### C. Enrollment Management- Course Sequencing-

*Amezquita suggested that when scheduling courses with sequences that we offer the courses in a cycle that allows students to complete the sequence within a two-year timeframe.*

- D. New Code of Conduct (information item)
- V. Old Business
  - A. APC Mission Statement Draft
  - B. APC Constitution & By Laws
  - C. Self Evaluation (council feedback)
  - D. CIPR Update
- VI. Next Meeting Date: **Friday, 9/27/13 @ 12:20 PM HUM 234**