



RIVERSIDE COMMUNITY COLLEGE DISTRICT

MVC ACADEMIC PLANNING COUNCIL

COUNCIL MEMBERS:

- Amezquita, Ree*
- Banks, James*
- Barboza, Mathew*
- Elder, Greg*
- Fontaine, Bob*
- Marshall, Shara*
- Namekata, James
- Parker, LaTonya
- Steinback, Robin
- Vakil, David
- Whiteside, Christopher
- Yoshinaga, Ann

Minutes
Thursday, November 14, 2013
3:45pm-5:15pm
PSC 11

- I. Roll Call-All council member present except James Namekata, Robin Steinback, Ann Yoshinaga
- II. Review of Agenda-
- III. Review of September 12, 2013 Minutes
- IV. New Business
 - A. Akia Marshall – Outreach Services
 - a. Akia Marshall is the point person for outreach events; her job title is Veterans Services and student services technician
 - b. Presented information about the outreach program:
 - i. Akia has been meeting with student services department to get updated on services to students
 - ii. Her goal is to effectively communicate to high school seniors about what their local college can do for them and wants to sell the college and provide information about our academic programs.
 - iii. She would like to have general information about our programs (ex. Business)
 - iv. Mrs. Parker suggested to Akia Marshall that she bring a CTE handbook/handouts for quick reference.
 - v. Dean Vakil also suggested that Ms. Marshall work with groups that are revising handbooks b/c Akia knows what students want; Julio Cuz can upload minutes

B. Sheila Pisa-Department-Posting Minutes

Minutes Approved | 12/12/13

- a. Sheila shared that department chairs need to post minutes on the MVC website
- b. Dean Vakil stated that he will coordinate with his administrative assistant (Lourdes Davis) so that she can receive the minutes and forward them to Julio so they can be posted.

V. Old Business

A. Annual Program Review

- a. 43 APRs came in: 35 in Academic Affairs, 7 in student services and 2 in Administrative services.
- b. Ree: Our next objective is to rank department requests. In her department she showed the data to faculty and they decided on faculty hire requests together.
- c. Fontain: How do we get the APRs on track so that they can work for us?
- d. Dean Vakil reminded us that faculty can come to him for help with data regarding faculty hires.

B. APC Constitution & By Laws-tabled until after discussing/ranking the APRs

VI. Next Meeting Date: Friday- November, 22, 2013 12:40PM-5:15PM **HUM 234**

- a. Motion to adjourn at 4:55pm: James Banks, second by Gregory Elder

MEETING DATES			
WEDNESDAY 3:45-5:15PM	THURSDAYS 3:45-5:15PM	FRIDAYS	12:40-2:10PM
8/28/2013 WEDNESDAY 3:45-5:15 PM PSC 11	9/12/13 THURSDAY 3:45-5:15PM HM 205	9/27/13 FRIDAY	12:40-2:10PM HM 234
	10/10/13 THURSDAY 3:45-5:15PM PSC 11	10/25/13 FRIDAY 12:40-2:10PM HM 234 Dr. Steinback & Jaime Rodriguez share longitudinal findings (2008-2013)	
	11/14/13 THURSDAY 3:45-5:15PM PSC 11 Akia Marshall-MVC Outreach Services Annual Program Review	11/22/13 FRIDAY	12:40-2:10PM PSC 11 Annual Program Review & Feedback; Student Success Act Dr. Sandoval

Minutes Approved | 12/12/13

12/12/13 THURSDAY 3:45-5:15PM PSC 11 Discontinuance of Programs & Academic Senate; How to Handle Emergencies Evaluation of the APR Process; CIPR
