Meeting dates for spring (after today): April 20; May 4 and 18; June 1. Senate meetings are usually held on the 1st and 3rd Mondays of each month. No meetings in Jan., July, or Aug.

Persons requiring a disability-related accommodation to participate in the Senate meeting, including materials in alternate formats, may request such service from the Director of Diversity, Equity, & Compliance at 951-222-8039.

Roll Call:

President
Travis Gibbs (present)

Vice President
LaTonya Parker (present)

Secretary/Treasurer
Edd Williams (present)

Senator-at-Large
Nick Sinigaglia (absent)

Business & Information Technology Systems
Cheryl Honore (present)

Communications
Valarie Zapata (present)

Health, Human & Public Services
George Gage (present)

Lisa Hausladen (present)

Humanities, Arts & Social Sciences
Sal Soto (present)

Adviye Tolunay (absent) (SAP)*

Donald Foster (absent)

Science & Kinesiology
Ellen Lipkin (present)

Math
Nicolae Baciuna (present)

Public Safety, Education, & Training
Chris Nollette (present)

Associate Faculty
Manuel Cortes-Rangel (present)

Visitors:
College President
Sandra Mayo

Vice President Academic Affairs
Robin Steinback

New Dean CTE
Melody Graveen

Interim Dean Institutional Effectiveness
Sheila Pisa

Institutional Effectiveness
Bonavita Quinto

Susan Laude

Curriculum, Instructional Program/District Program Review
Carolyn Quin

Student Government Representative
Itzel Tiscanero

*SAP = Study Abroad Program, which is taking place in Dublin, Ireland, this spring 2015 semester.

Call to Order: The meeting began at 3:50pm with a quorum (7 or more) of 8 present: Williams, Nollette Gibbs, Gage, Cortes, Baciuna, Soto, Parker (9 Senators present). Hausladen arrived 3:56pm. Honore and Lipkin arrived at 4:01pm; Zapata (total of 12, including President Gibbs)

I. Approval of Minutes: 4/6/15; Motion: Soto Seconded: Baciuna No changes. Unanimously passed

II. Administration of the CCSSE and CCFSSE: Sheila Pisa – Pisa reported CCSSE is being administered for next two weeks. She sent emails for reply by today for visits to classes. If you were selected for CCSSE, then you will also be selected for CCFSSE and notified on April 27. The surveys are due May 18 in Texas for the CCSSE. This report is coming back to the Senate on April 20; goes to SPC on April 23. Soto asked about “a fuller picture” of the process. Quinto said she would send more details to Senate President Gibbs, who would in turn send them to the Senators.

Steinback reported why the mandatory training took place. A State Bill requires this training. The Bill requires no fewer than 9 and up to 13 matrix (we have up to 21 components). This relates to our Annual Reports and within our affirmation for Accreditation. These are public documents, as are our college goals. We are thus complying with State Law as well as pursuing our college goals.
III. Assessment of PLOs for the AOE degrees: Sheila Pisa – Encouraged assessment reports to be sent forward by faculty.

IV. Institutional Effectiveness Partnership Initiative Advisory Committee’s Framework of Indicators:
http://www.mtsac.edu/president/cabinet-notes/IE%20Framework%20Indicators.pdf

Bonavita Quinto & Susan Lauda – Quinto read aloud the three specific description of the IEPIAC Framework (see the link for specific information). Next, Quinto described the 2 columns in the handout provided a 2nd link: column 1 “College/District Indicator”; column 2 “Brief Definition” Consult link specific information:

Here is the link to the IEPI on the CCCCO: http://extranet.cccco.edu/Divisions/InstitutionalEffectiveness/IEPI.aspx

V. Ongoing Business

a. CMP information (www.mvc.edu/cmp): Revisions have been included since the Senate vote on March 16. Indeed, a new version of the CMP was sent by College President Mayo at 3pm on March 16, so the Senate vote on the 16th was on a prior document and noted a number of needed changes and editing improvements. The current document has been greatly approved but likely still needs some tweaking. At this point in the process, the Senate is voting to accept the current document as of today’s date, April 6, 2015. Motion: Nollette Seconded: Zapata. Mayo pointed out that Steinback has contributed greatly to get this document moving forward. This document “gives us a starting point” and we can now move forward with perfecting this living document. The HMC Architectural Firm that put this together was “re-forwarded” for more editing and other considerations. The biggest change since a year ago is we are recognizing the fact that we are a college of two sites: the Ben Clark Training Center is more fleshed out in this version.

Soto asked if this “living document” has any significant content changes, will it come back to the Senate. Yes, Gibbs assured. Mayo called this document “a roadmap” for our college, which may include changes in the plan(s). Call for the vote: All voted aye except Honore, abstention.

Senator Nollette exited the meeting at 5:01pm. We still had 11 Senators in attendance.

b. AP 5011: Admission & Concurrent Enrollment of High School and other eligible minor Students; Still awaiting more information. Noted on-going emails in the past few days from Gibbs and Williams.

c. BP & AP 3510: Workplace violence and safety – Items involving intimidation and threat of violence. Motion to approve the BP: Parker; Seconded: Baciuna. Unanimously Approved. Motion to approve the AP, Soto; Seconded: Nollette. Items were shown on the screen, including additions for “intimidation” and “threat of violence” and “acts of violence”; items regarding email, social media, and voicemail are included in the revised document. Call for the vote: Unanimously approved

d. BP 5500: Standards of Student Conduct – Motion: Baciuna; Seconded: Zapata; Point of clarity: BP means “Board Policy,” which is more like the skeleton of a policy, and the AP fleshes it out. This revision includes “threats” and “negligent and/or willful misconduct.” Call for vote: Unanimously approved

e. Committee appointments: Integrated Strategic Planning Workgroup-need 1; HRAG-need 1;
TRAG-need 1; Student Services Planning Subcommittee-need 1; District Academic Standards—need 2.

VII. New Business:

a. Educational Assistants

b. AP 7120c: Faculty Recruitment and Hiring: The line-outs were approved on a 2-1 vote (District level) with RCC not willing to accept. Then there was a 3-0 vote NOT to go back to the prior document. Clarification ensued on aspects of the document, which was projected and items were read and discussed. One specific item involved “equivalency” as opposed to SME (Subject-Matter Expert). Motion to accept Williams’ edited document: Motion: Zapata; Seconded: Honore; grammatical changes only. All voted aye except Gage, abstention.

Gibbs mentioned four items that seem to be in question: (1) Number of SMEs; (2) equivalency; and (3) the Final Interview Process (does the President of the College have too much power in this part of the process, and the language in Sellick’s document is the same as the current policy (with changes and line-outs). This will come back to the Senate on April 20.

VIII. Liaison Reports:

a. Classified Staff: Gustavo Segura – no report

b. Student Senate: Itzel Tiscareno – Spring Egg Hunt, this past Friday, April 3; this was a successful event. Area community family members attended and were treated to FREE arts and crafts, face painting, balloon animals and were introduced to approximately “7,000 candy-filled plastic eggs” for their baskets. Clubs/Organizations held fundraisers selling pizza, sodas, ice cream, nachos, popsicles, &
cupcakes. The “Easter bunny” was in attendance and photo opportunities were available. Fun was had by all. Approximately 1500-2000 were in attendance.
ASMVC Budget Packets, Available and due by Thursday April 9: Budget packets available for the 2015-2016 AY were emailed to all Advisors and clubs/organization representatives last week. At the Inter Club Council (ICC) Meeting last week, Ms. Moore provided an overview of the budget packet and the process. She will provide another overview this week. ASMVC has a finance committee responsible for coordinating the “Budget Hearings” for clubs/organizations. The Finance committee consists of 2-4 Student Senators, the student Directors and or Co-Directors of BOC. MCAC, ICC, and the Vice-President of the Student Senate serves as the chair person of the finance committee. The Budget Hearings are scheduled, Monday and Tuesday, April 20 &21 and the Budget Deliberations are scheduled Friday, April 24, 2015.
The Student Senate for Community Colleges (SSCCC), General Assembly,(GA), Friday-Sunday May 1-3, Ontario Convention Center: 10 Students from ASMVC and Ms. Moore will be attending this event.
ASMVC Student Body Elections, Wednesday & Thursday May 6 &7: Election packets are out and due Thursday, April 9th 2015. As of today…it appears that there are 3-tickets vying for the position of Student Body President/ Student Body Vice-President , (our governing documents require the Student Body President and Vice President run on the same ticket). An email message has gone out to all MVC student emails announcing that packets are available and encouraging them to pick up a packet.
Scholarship Tea Thursday, May 28, 4-6pm: Students that applied for RCCD Scholarships and will be awarded the scholarship will be invited to the Scholarship Tea with a guest. This event is coordinated with the RCCD Foundation Office and will be held in the SAS-Assembly Room.
Voter Awareness Forum, Tuesday, April 7, 11am-2pm, Lions Den Patio very interesting contact person and this event. This will be the first time the “Vote America.Org” organization will be on our campus. Their goal is to increase student’s awareness of voting and being “civically responsible”. This organization and person was introduced to Ms. Moore as an event on our campus.
Student of Distinction & Awards Banquet, Thursday, May 14, 2015, 6-9pm the Annual Spring Banquet recognizes students deemed “outstanding” in their academic discipline(s)-selected by a faculty member and voted by the department; the faculty of the year, full-time and part-time, per department voted on by the Student Body; clubs/organizations recognized for volunteering the most hours at ASMVC events; club members recognized for individual volunteering; recognition of new ASMVC Officers for next year and awards presented to Advisor and Staff member of the year.

Senator Gage left the meeting at 5:25pm. Ten (10) Senators were still in attendance.
IX. Administrative Reports: Steinback reported that at BCTC accreditation site visit; we have 10 accreditation agencies that we have to deal with. One comment was to improve internet services. The visit went well. Steinback welcomed our new CTE Dean, Melody Graveen.
On April 16, we have a highly qualified, new Dean arriving for BCTC.
We have a college committee to organize our celebration for our 25th Anniversary as a campus (next year); Angie Arballo is heading up the event, and Steinback encouraged faculty involvement.
Steinback has confirmed with Matt Barbosa and Cheryl Honore that BITS will be moved under the Dean of CTE. Motion to support the change: Soto; Seconded: Baciuna. Call for the vote: Unanimously approved
X. Other Reports: (Due April 20, 2015)
a. Curriculum Reports: Carolyn Quin – Delayed until Quin arrived from prior meeting. Emailed following: The agenda at the April 2, 2015, meeting of the Technical Review Committee, a subcommittee of the District Curriculum Committee, included the following items from Norco College, which were added to the agenda on April 1, 2015:
1. Discipline Adoption:
   a. Medical Assistant (MDA) at Norco College
2. Course Inclusions for Norco College:
   MDA-1A Medical Terminology 1A
   MDA-59 Medical Office Procedures
3. New State Approved Certificates/Degrees (proposed by Norco College):
4. Healthcare Office Assistant
   -These proposals may go forward to the colleges for their meetings on Tuesday, April 28, 2015. Only Norco College will take action on these items, and Norco will most likely place these items on their agenda. This is speculation; we obviously do not set Norco’s agenda.
Since approximately 2006-2007, makes these proposals from a single college “Information Items” at the other two colleges. The MVC Curriculum Committee will not be allowed to vote on them. The MVC Curriculum Committee has no voice in another college’s decision to adopt disciplines and courses from another RCCD college, and no ability to take action on new Program proposals at another RCCD college. They also have no standing regarding our Programs. If the administration, faculty, or a member of the community truly wants a new Program (fill in the blank here), we can develop it and propose it.

-I would suggest that the MVC Academic Senate discuss processes currently in place for (1) discipline inclusion proposals, (2) new Program proposals, (3) course inclusions and exclusions (same process).

**Currently:** All of these proposals go directly to the District’s Tech Review Committee before they are discussed at the college Curriculum Committee.

**Proposal #1:** Change the current process for discipline inclusion, course inclusion (or exclusion), and Program proposals so they go on a path that includes the college Curriculum Committee before they are placed on any District-level agenda:

1. Discipline > Department > College Curriculum Committee (for discussion and preliminary endorsement action) > DCC Tech Review > All three colleges > Ac Senate (Programs only) > DCC > District Senate (Programs only) > Board of Trustees.

2. **Proposal #2:** Permit the DCC to elect the Chair of Tech Review Committee (a subcommittee of DCC) on a rotation system like the other District positions. RCC has always held this position since 2006-2007, and Greg Burchett has held it for about 5 years. The DCC has not been part of the determination of who has this position in at least the last two years.

3. **Proposal #3:** Ask the District Senate to discuss among themselves and with college and district administrators the language included in the 2014 MVC Comprehensive Master Plan that states that the District determined unique CTE Programs for each college and that each campus college in distinct because of those. Since 2010 the District has extended that directive to many Programs that are not CTE Programs by refusing to support financially certain Programs at either of the smaller colleges (such as Performing Arts, Theatre, Visual Arts) that are large or popular at RCC.

4. **Proposal #4:** In a related issue, the “District Discipline Facilitator (DDF)” is a position that has no true function anymore. The DDF level in CurricUNET is the only level where any proposal can stop for no reason. The DDF has ten days to approve a course. If he/she does not approve it, it does not move forward. The Originator receives no notice of this inaction, so their course can be delayed for months in the process. MVC has had at least one unique course that was not taught at either of the other colleges that was not approved by the DDF from another college. A college should not be stopped in the process of seeking approval for a proposal by one person at any level. The curriculum process needs to be clear to all, in writing, and capable of being revised using a process that is also in writing and readily available.

**Summary:** As all three colleges reach out to their own communities to serve the needs of their specific service areas and demographics, new CTE and non-CTE Programs may be needed in areas that were not previously “assigned” to MVC. All three colleges need to be allowed to grow as their needs dictate, not as a conversation that began, I am told, 25-years ago has dictated.

-Central Valley College needs to be able to meet the demands of its current and future student populations, address the changing demographics of its service area, and respond to changing employment opportunities in its society. MVC needs to be able to realize the mission of its college in ways that make sense to its faculty, its administrators, and its constituents and to support that mission with appropriate student services and resources.

-For more information on curriculum processes, please visit the MVC Curriculum Committee website on http://mvc.edu and refer to the Resources and Documents Library folder near the bottom of the screen for the RCCD Curriculum Handbook (Spring 2014 Draft) and the State Chancellor’s Office Program and Course Approval Handbook (PCAA).

Steinback noted several suggestions. CCCCCCC from Steinback.

Note: Curriculum report was given for information related to future Senate meetings. No reports below are due until April 20, 2015.
b. **Instructional Program Review Committee**: Carolyn Quinn

c. **District Program Review (DPR)**: Carolyn Quinn

d. **Strategic Planning Council (SPC)**: Robin Steinback/Ree Amezquita

e. **Academic Planning Council (APC)**: LaTonya Parker

f. **District Academic Standards (DAS)**: Edd Williams

g. **Assessment Committee**: Cheryl Honore

h. **Faculty Development Committee**: Larisa Broyles

i. **Diversity Committee**: Zapata reported regarding the minutes at the last meeting:
   1. Review and Approve Minutes from November 5th, 2014
   2. Review and Approve Minutes from December 3rd, 2014
   3. Review and Approve Minutes from March 4th, 2015
   4. **ALLY Update**

Old Business

5. **Diversity Summit**

6. **New Business**

7. Spring diversity-related activities

8. Standard process for addressing student concerns?

9. **Good of the Order**

j. **Basic Skills Committee**: Sonya Nyrop

k. **Student Equity Committee**: Sheila Pisa/Cordell Briggs

l. **Safety Committee**: Joyce Kim

m. **District Profession Growth & Sabbatical Leave Committee (PG&SLC)**: Kathy Saxon

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

XI. **Senator Reports**

a. **Associate Faculty (Part-time Faculty)**: Manuel Cortes-Rangel – no report (left meeting earlier)

b. **President**: Travis Gibbs—Senate Plenary and improvement of instruction discussions. Distinguished Faculty Lecturer has come up again. Fabian Biancardi is giving his speech at MVC May 14 during college hour, SAS 121; at RCC May 19, college hour DL Auditorium; Norco May 21, college hour, SS Building 217. Senate elections take place April 20 to May 1, noon. All faculty will be voting. Senator Baciuna left the meeting at 6:14pm. We still have 8 voting members present. Edd Williams nominated to be Secretary next academic year: Motion: Soto; Seconded: Zapata. Unanimously approved

c. **Vice President**: LaTonya Parker – SAS-101 APC meeting April 9 4:10pm – 5:10pm

d. **Secretary/Treasurer**: Edd Williams – no report

e. **Senator At-Large**: Nick Sinigaglia – no report

XII. **Open Hearing** – Nothing

XIII. **Adjournment**