



Moreno Valley College

MVC ACADEMIC PLANNING COUNCIL

Date: Friday, October 5, 2018

Location: SAS 214

Time: 10:00 – 12:00

Remaining Meetings, MVC, Fall 2018: Nov 2; Nov 16; Dec 3. Spring 2019 TBA

Meeting Minutes

Roll Call: Administration: Carlos Lopez, Art Turnier, Melody Graveen Chairs: James Banks, Mathew Barboza (phone in), Drake, Fontaine, Marshall, Rhyne

- I. Call to Order 10:15am
- II. Approval of Agenda: Motion to approve agenda (First, Banks; Second, Fontaine; agenda approved unanimously)
- III. Old Business

- a. Faculty Hiring Data Sheet
- b. Faculty Positions for the 2019-2020 academic year

VP Lopez spoke first about item “b,” faculty positions. He reported that there has been some trouble getting the accurate list for this year. Either through human error or through system error, many faculty completing program review inadvertently requested positions for 2018-19, when the requests need to be for 2019-20. In other words, in 2018-19 we rank new positions to be considered for starting in the 2019-20 academic year. He asked that all chairs talk to their departments to make sure their discipline’s request (if there is one) is accurately reflected in the list. If it is not and faculty believe they requested one, they should have received a confirmation email from the system confirming their request went through. Carlos will accept the email confirmation of the request as proof the request was made. He was also in the process of looking through every faculty request made in the last 15 months or so.

Carlos Lopez is also working with Professors Cheryl Honore and Marquis on embedding the resource request form in TracDat. That way, faculty can see their pending requests. Keeping program review and resource requests all in one place makes sense.

Drake asked if old requests (requests that were ranked last year) “rolled over” if they were unfulfilled. Discussion ensued to clarify that requests had to be made anew each year.

Lopez also clarified process for filling positions vacated by faculty retirement. He stated that chairs should write a rationale/request to hire a replacement when a faculty member retires. The VPAA reviews the rationale/request and makes a recommendation to the college president. The college president makes the final decision.

Lopez then presented a sample sheet of data for a requested position. Chairs agreed that this new presentation of the data was much clearer than the old spreadsheet that included every

single discipline (even those not requesting a position). We'll still get the big picture glimpse of all disciplines, but we'll also get one sheet for each requested position.

Chairs also discussed the need for receiving relevant data for librarian and counseling faculty positions. Right now, when those disciplines request positions, we have only narrative information to compare to the data and narratives we have for "classroom teaching" faculty positions. Everyone agrees we need to figure out what kind of data we can collect that usefully demonstrates the need for faculty in those areas where the primary assignment of the faculty is not classroom teaching. Rhyme suggested that this is something that Montes, as APC chair, could work with counseling and library faculty and with VP Lopez to create some data criteria.

In "announcements" section of the agenda item: Rhyme asked chairs if anyone had a recent set of operational guidelines as well as a process for Independent FLEX project approvals. All chairs present affirmed that their departments give them the "power" to approve Independent FLEX without a departmental vote.

IV. New Business:

None

V. Announcements

In "announcements" section of the agenda item: Rhyme asked chairs if anyone had a recent set of operational guidelines as well as a process for Independent FLEX project approvals. All chairs present affirmed that their departments give them the "power" to approve Independent FLEX without a departmental vote.

VI. Adjournment - Meeting adjourned at 11:40am

Next Meetings Fall 2018

November 2, 2018