



Moreno Valley College

MVC ACADEMIC PLANNING COUNCIL

Date: Friday, October 19, 2018

Location: SAS 214

Time: 10:00 – 12:00

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

Meeting Minutes

Roll Call: Administration: Art Turnier, Melody Graveen, Amezquita, Ree Chairs: James Banks, Sean Drake, Bob Fontaine, Shara Marshall, Jeff Rhyne, Larisa Broyles

- I. Call to Order 10:14am
- II. Approval of Agenda: Motion to approve agenda (First, Banks; Second, Fontaine; agenda approved unanimously) (Abstention; Larisa, Broyles)
- III. Approval of Minutes: Motion to approve agenda (First, Banks, Second Fontaine; agenda approved)
- IV. Old Business

- a. Faculty Hiring Data Sheet

Review of all Data sheets received from Carlos Lopez

- b. Faculty Positions for the 2019-2020 academic year

Larissa asked that if it was done through program review then it would be explained about funding source, Larissa would talk to Terrie about that If they are asking it to go through Program Review, so that it would be considered then it would not be for this year so it would not be late it would be for the next round, Ryne more clarification is needed if it is already then it should not be part of this process, it should be an separate process hoe maybe it does to agree if it a tenure track position but it not a news position; concern of risk to that if funds are lost in the future then we would have to give up a position to fund position. Amzuita; cannot fund a tenure track a tenured track position with categorical funds, because categorical funds go away now this faculty member is tenured use general fund. Graveen, would whomever have to compete for the position because the tenured is a new position. Larissa explained that the person Bank do other colleges have tenured track position in Bonnie Cal Work Further clarification is

Bank; Chemistry and Cal Works out.

Accounting: Graveen 1 ½ year before professor Honeree retires she is currently .5 and the rest is reassigned time, no fulltime accounting faculty pretty significat prog and has the opportunity to expand so with only two positions, does it have to be done now, no, but would ask that it is kept in mind for next year where are going to need to have someone in the position. Upon retirement, it should be a replacement. Fontain; is this a program that would require two fulltime faculty, Graveen no. Fontaine; considered for next year stilled ranked Graveen; nice to have transition time while Cheryl is still here, hire. If there was a way to do so next year. Drake; it would be good faith and would hire a year early so that Cheryl could mentor this person but you would give up replacement the following year.

Banks Differ Human Services to move to Dental Assisting, because I believe that Dental assisting program is in more of a need of a fulltime person. Lydia is the only person in that department and every one that works with her there in that department are all part time and it is also an accredited program and one issue is that she hires part time people they go away to get fulltime jobs so department is always in flux of keeping people on a fulltime basis. She does a lot of work outside the clinic with dentist offices and she has to do accreditation report for department. Bank; Strongly recommend that she gets a fulltime person. Drake; would we grow program more? Banks; currently at capacity; 24students so at 100%so this would allow her to mentor new faculty coming in and outreach for the DA program for her to focus on her administrative assignment and the teaching assignment. This would be in the program best interest; Graveen; adding night classes; Friday and Saturday classes; orthodontics certificate and another certificate for continuing education people who would be coming out of the program and cannot do that just by herself. Drake; those programs are expensive and do not generate anything to pay for themselves; Banks; in terms of the efficiency those numbers are going to be lower, but in terms of us of whole health programs we have lost several of our health care programs and the dental assisting and dental hygiene are really two of the major ones that are left and if we get this other person this would allow them to do a lot more in the community then they are doing now and bringing more people. Graveen; last two years dental assisting and dental hygiene have done really well where they have filled up and have started with full classes and this is the first time in the history and stare with 24 and when you start with 24 it increases the ration of faculty in the lab because they have now two set of 12 and that is where she is running into a problem. Constant turn around.

Banks; willing to wait until year for human services going to have 60courses that are on the books now and we are doing new programming but if we only have two programs willing to prefer to see the dental program get their position, I would defer for a year and then come back and ask for that position. Rhyne, keep in mind there are only two positions; Banks; a lot of courses in the catalog in the process of going to the region; 9 new certificate programs; do a lot of work in the community, sponsoring November 26 opal singleton to discuss human trafficking.

Rhyne; my department likes to see all of this before a full prioritization but narrativizing a reason the just edification. ESL does a lot of night programming because Dr. Kim is increasing the pathway from the area adulted programs into the English ESL program of the college she has been visiting a lot of the schools and host pizza dinners for the area adult program teachers to recruit. Long term goals is to have more community members see academic English as a possibility. Created a non- credit certificate program specialized in learning ESL in the education field broadly courses are themed which provides a different source of funding for the college. A lot of unseen work that is going into the growth of the program. Wants to have a full departmental discussion before rolling out and not ask for as a department; although acknowledging that there was a greater needs in the department. The greatest is journalism and that is where the department is going and advocate more for journalism then the English positions. As dedicated as the adjunct the program has slowly suffered over the last few years. To have a robust journalism program would be important to college and community. RCC program and before Alan reties good model with in district and someone who can come in and adopt courses that are part of the district and are not included in Moreno valley and really expand the journalism program advocate that journalism is important. Distinctly different discipline sometime people can have cross equivalency to teach in cross disciplines, English and journalism. Broyles; so someone who comes in to teach journalism can teach journalism classes.

In the past Dr. Steinbeck has not wanted split positions, but there may be a way to write the job description to meet equivalencies in English and journalism. Other ancillary costs to hire someone who can really grow and expand the program. The head count in English is 10 we have 9 but there is a 10th person who is temporary fulltime faculty member. The 10th position is Ree's position which is vacated but got permission to hire a temporary 1 year person the last couple years when moved interim dean role. Not sure if it affects the numbers? 121 sections in the Fall and 1 person teaching 3 more sections does not make a huge impact on FTEF and load. Fontaine; At what point do we replace and then what happens if Ree wants to retreat back to the classroom. Rhyne already been given permission to replace the position for Ree's position so these are new position outside of the 10 which includes the current. Have had fulltime person holding that spot for the last couple years and does not move the needle in terms of the work load. Another path to journalism is communication studies which hired two in recent past. Someone could have a communication degree that has a journalism emphasis and have journalism experience. Based on conversation in the based in this body of not split positions, advertising for a journalism professor and has experience in teaching English. A department have to have a full conversation with more information at the table vote for journalism program as there is a bigger need for the program. Graveen suggested looking at top code for journalism is a CTE top code; occupational top code if it is there are other things that are required that faculty member who comes in; advisory committee for what industry needs are out there; review curriculum 2 a year for program review. Rhyne; asked dean what all that means; Graveen; helping understand exactly what the department needs. Robust need for people in the journalism area how to write a press release, PIO, digital newsletters. Argue advocate for a position on its own merit it should stand alone. Journalism professor can teach a variety of printed material, but cannot take over the design field. Fontaine; question and concern are numbers huge at other colleges enough student to fill the spot and provide a teaching assignment. Another part time faculty that can build program and in two years hire a fulltime faculty. Banks; how to build the numbers to gain support. Larisa, promoting to students in other areas. Graveen; top coded as a CTE program makes it eligible for Perkins funding, strong workforce; bring someone to create new curriculum.

Larisa; Rhyne; concern without a fulltime person hard to grow and current decline just continues to grow that we cannot justify. Duties and responsibilities to help bring the program. All disciplines are trying to promote writing in a new way. Confirmation of CTE coded; funding on SPR to hire to write curriculum; update curriculum if you do not want to a fulltime hire adjunct faculty and give them an SPR to help create.

Larissa; one language offering; Spanish great interest in adding more American sign language very popular but no one dedicated part time person who is teaching, issues with scheduling, this last year cancel 1 section and a constant problem with finding one instructor who can teach it. Very specific training background usually people do not have the degree in sign language but they do have the work experience over number of years and test for position, when finding a person who seems to be good part time instructor start the process and then it seems they get a full-time job. There is a need in the region and they work for the end up working for California school for the deaf. Not able to offer classes at student friendly hours, problematic in terms of scheduling. Running into issues with RCC this three years; students who have taken sign language elsewhere want to test to be able to find out what level they will be taking and MVC cannot do because RCC faculty it has to be a fulltime faculty. Difficulty to get part time faculty vetted approved by RCC. All classes offered are filled; waitlisted as big as the class itself. No way to accommodate these students. Only offer 1 language need to offer more than one language.

Sign language goes across many disciplines students asked if they can learn interpreting for health care careers. Drake; would we be able to create a full TA with American sign language 1 and 2; Broyles responded yes. Broyles; I hope that you consider, valuable and can cross disciplines; can fill classes and over time build a program and provide college distinction. California school for the deaf is interested in trying to build a relationship with MVC. Fontaine; requesting to positions 1 criminal analyst specialist and the other is ADJ also in the process of growing dual enrollment Christy Paine 3 years ago fulltime faculty in that position ADJ was part of HASS and so ADJ courses were put under public safety at the time 2 or 3 sections offered at MVC we are now offering 10 sections a semester. Christy just added 2 8 week section and the both filled at 58 students; strong need for ADJ courses are transferable courses and are part of the general ED ADJ 1 and 3 and in the process of adding ADJ 5 as well over 65 courses under ADJ alone that was 110 at one time a lot of those are part of the academy. Christy is the only one that writes curriculum. Homeland security, has not grown falls under ADJ. Christy goal is to make ADJ and Homeland security in the Moreno Valley Schools, strong need for it adding 2 to 4 section of each through dual enrollment. Turnier; unique thing about dual enrollment is high school level that qualifies as adjunct as traditional dual enrollment we are providing the instructors now as adjunct. In Norco they are trying dual enrollment as well they are borrowed one of our adjunct instructors to teach at their high school. Christy has release as the assistant chair as well as she has release time for the title V Grant which is part of the academy so when you look at teaching load versus release time it is half of it, growing programs and now with dual enrollment there is a significant need. 1 person will not be able to do it. Initially requested 3 positions in program review and brought forward 2 and 2 is just enough to keep it running. Drake; is one more needed then the other? Fontaine; ADJ; The dual enrollment because trying to build a crime analyst program. Based on the conversation with local high schools they are for dual enrollment and do not have faculty at the high school level that can teach, so it will be our faculty that will teach. Outreach efforts is being done at the high schools to fill the classes for the Spring sessions. 300 part time faculty as the fulltime faculty Christy and Chair have to do evaluations on the part time faculty, tremendous work load. Retention rates are 95% and pass rates are 88%. Criteria number 1 we are the same of the college, this is not true looking at the LMI there is a huge need for crime analyses.

Larissa; the music position will focus on vocal performance and need someone who will serve as the vocal director the choir director, last several year have two part faculty that are splitting that job and a lot is falling through the cracks; one who has a fulltime job teaches choir in the evening and the other has gigs, traveling and singing and doing other things. In terms of the two positions, it is something that they need and want but it is not as much of a need as America sign language and so willing to come through again next year with more data. No official vote through the department and seems there is more support for the American sign language. Hoping to have an official vote from the department. It seems general consensus that American sign language is what they want to promote for this round and that the music can wait.

Graveen suggested that dual enrollment be dropped from Administration of Justice because it opens the door for all other programs that need dual enrollment

Tier 1

Dental Assisting
American Sign Language
Administration of Justice
Journalism

Tier 2

Librarian
Accounting
Human Services
English
ESL
Administration of Justice- Criminal Analysis Specialization
Music
Counseling Faculty

Removal

Chemistry
Education

V. New Business:

none

VI. Announcements

In “announcements” section of the agenda item: Graveen shared that the iMAKE Mobile innovation center bus is back. Ribbon Cutting ceremony 12/6/18 from 12-2pm at the John M. Coudures Plaza and SAS 121

VII. Adjournment - Meeting adjourned at 12: 05pm

Next Meeting Fall 2018

November 16, 2018