



## MVC Academic Planning Council

Meeting Minutes  
Friday, September 20, 2019  
Moreno Valley College SAS 303  
10:00 AM – 12:00 PM

Call to Order: 10:10 AM

- I. Roll Call:  
Anna Marie Amezcuita, James Banks, Matthew Barboza, Larisa Broyles, Sean Drake, Bob Fontaine, Carlos Lopez (via Zoom), Shara Marshall, Bonnie Montes, Jeff Rhyne, Art Turnier  
Recorder: Jennifer Cruz
- II. Approval of Agenda  
Motion to approve: Rhyne, Second Fontaine: Unanimous approval.
- III. Approval of Minutes from May 17, 2019  
Motion to approve: Rhyne, Second Fontaine: Unanimous approval.
- IV. Old Business
  - a. Finalize Fact Sheet
    - i. Discussion regarding the various responsibilities of requesting faculty positions was discussed. It was agreed that when there is a need to replace a position due to resignation or retirement, the department chair is responsible for constructing and writing the request.
    - ii. The voting rubric was updated to include information regarding data requests and providing rationale.
    - iii. Dean Amezcuita reminded all of the importance of documenting activities. When faculty leave MVC and new faculty are hired, documentation helps streamline the process. Collaboration is also necessary.
  - b. Finalize written process for voting
    - i. The team agreed that all requests including narratives and available data should be sent to Dr. Steinback before the November meeting.
    - ii. The voting rubric will be updated to include language from the "Data for Process..." sheet.
    - iii. Department chairs should encourage their disciplines to attend the October meeting in which they will organize their fact sheets and prioritize. Department chairs will only vote to break ties.
    - iv. Motion to approve the rubric with discussed amendments: Drake, Second: Fontaine: Unanimous approval.
  - c. Faculty request for Counseling and Library
    - i. Guided Pathways counseling will be assigned per Guided Pathways leadership, but there should still be a separate request process mirroring this one.

Next Meeting: October 18, 2019 from 10:00 AM to 12:00 PM in SAS 303



- ii. Although every department has different needs, the overall process should stay the same.
  - iii. The College President can always override APC votes.
- V. Information Item
- a. Guided Pathways Update (Deanna Murrell)
    - i. Murrell reviewed the GP work so far, including design principles and the six-school model and the respective fields of interest.
    - ii. EduNav is being worked on right now to address issues students are having with authorization codes.
    - iii. A GP core workgroup has been created, and the first meeting will be held on September 24<sup>th</sup> from 12:50 to 2:50 in STU 101.
- VI. Announcements
- a. Jennifer Cruz will attend APC meetings and take minutes for the 19-20 academic year.
  - b. Amezquita reminded the team of Schedule Fest on September 27<sup>th</sup>.
- VII. Adjournment: 12:06 PM