



MVC Academic Planning Council

Meeting Minutes

Friday, April 24, 2020

Zoom Web Conference

10:00 AM – 12:00 PM

Call to Order: 10:05 AM

- I. Roll Call:
Anna Marie Amezcua, James Banks, Larisa Broyles, Sean Drake, Bob Fontaine, Melody Graveen, Carlos Lopez, Bonnie Montes, Jeff Rhyne, Art Turnier

Recorder: Jennifer Cruz
- II. Approval of Agenda
Motion to approve: Rhyne, Second: Banks. Jeff Rhyne moved to add an item to Information Items. Unanimous approval with one addition.
- III. Approval of Minutes from March 27, 2020
Motion to approve: Rhyne, Second: Fontaine: Unanimous approval.
- IV. New Business
 - a. Listing of Chairs to current disciplines in six school format (Fontaine)
 - i. Fontaine labeled the disciplines in the six schools with the names of the department chairs that will fall under each school according to the current structure. The schools and their respective chairs are as follows:
 - i. Science, Technology, Engineering, and Mathematics: Drake, Dunphy, and Marshall
 - ii. Visual and Performing Arts: Broyles, Dunphy, and Rhyne
 - iii. Communication, English, & World Languages: Banks, Broyles, Dunphy, and Rhyne
 - iv. Business, Health, and Human Services: Banks, Dunphy, and Marshall
 - v. Public Safety: Fontaine
 - vi. Humanities, Education, Social & Behavioral Science: Banks and Broyles
 - ii. The structure above places Dunphy in 4 different schools, Banks and Broyles in 3 schools, and Marshall and Rhyne in 2 schools.
 - iii. Lopez shared that Norco College is finding it problematic to have their chairs and deans work across different schools. Having multiple chairs under one school is not so much the problem as it is having chairs working across the schools and therefore, having to work with multiple deans. Total reassigned time is still a constraint needs to be considered.
 - iv. Drake suggested that Kinesiology could be moved to another department/chair and then Marshall would only fall under one school.
 - v. Amezcua suggested that Guidance could be moved to another department/chair. It currently falls under HASS which it is a very large discipline.
 - vi. Drake stated that we need to know the number of faculty in each school. Lopez shared that they have reviewed the school structure in comparison to many

Next Meeting: Friday, May 8, 2020, from 10:00 AM to 12:00 PM via Zoom



criteria, such as staff, FTEs, dean structure, etc. Rhyne would like to see that information before decisions can be made. Lopez said it is forthcoming.

- vii. Graveen shared that Cybersecurity needs to fall under STEM due to the grant. CAT and CIS are not the same, and CAT is more business-related.
- viii. Montes stated that within counseling, there is a lot of reassignment for full-time tenured faculty. Many counselors get reassigned time to support other areas.
- ix. Fontaine suggested that APC meet in two weeks so that all the chairs can be in the discussion, and the data from Lopez can be reviewed. Montes will schedule a meeting on May 8th pending confirmation from Dunphy and Marshall.

b. Counseling Discipline becoming a department (Montes)

- i. Montes shared that the counseling discipline is researching how to become their own department and inquired about the process. There are currently 16 FT counselors and 20 PT counselors, and many FT counselors are on reassigned time to support other areas.
- ii. Amezquita shared that the previous Dean of Instruction and Dr. Michael Paul Wong had started to write rationale to create a Counseling department, but there are questions about the guidelines to become a department. FTEs, scheduling, IDS staffing and workloads, and impacted programs are just a few of the factors to consider.
- iii. Drake's understanding is that it is an administrative decision.
- iv. The committee agreed that there are many factors to consider and it would be helpful to establish written guidelines around the process.
- v. The APC bylaws need to be revisited. The six-school structure and future new departments may have impacts.
- vi. Amezquita will draft up some guiding principles for the next meeting.

V. Information Item

- a. District plan for making Distance Education items ADA compliant
 - i. Rhyne shared that the faculty union has requested for each college to have dedicated staff to assist with compliance versus having faculty mentors long-term, and the union has issued a demand to bargain. The work to make documents compliant is technological and outside of faculty expertise.
 - ii. A handful of staff members have been asked to assist with making documents accessible for faculty. Cruz is the MVC accessibility team lead and will email information to the department chairs.

VI. Announcements

- a. Lopez reiterated that Summer 2020 will be held primarily online with a few exceptions. There is no official decision for Fall 2020 yet. Fontaine asked all to be mindful of the need to submit DE addendums.
- b. Lopez said the final version of the accreditation team report was received and reviewed by MVC. Final results are expected at the end of June or early July.
- c. Graveen shared that the Perkins application is going well and webinars are scheduled.

VII. Adjournment

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