



Academic Planning Council

Business & Scheduling Meeting

October 11, 2019

8:30 – 11:00 am

OC-116

Present: Mr. Peter Boelman, Mr. James Finley, Dr. Marshall Fulbright (co-chair), Mrs. Ana-Marie Olaerts, Dr. Jason Parks (co-chair), Mr. Bob Prior, Dr. Stanley Tyler, Ms. Patricia Worsham, Dr. Tim Wallstrom, Dr. Gail Zwart

Absent: Ms. Melissa Bader (co-chair), Mr. Kim Kamerin, Mr. John Moore

Visiting: Dr. Sam Lee

A. Welcome

Dr. Jason Parks welcomed everyone

B. Approval of Minutes

Motion to approve minutes from October 11, 2019: Dr. Gray/Dr. Zwart Approved. Three Abstentions.

C. Discussion on Standing Committee & Dean's Reports

1. Academic Senate- See Attached- M. Bader
2. ISPC- See Attached- M. Bader
3. District Enrollment Management-See Attached- M. Bader
4. Program Review Committee-See Attached- Dr. Gray
5. CTA- No Report – P. Boelman
6. Deans' Report(s)- See Attached- Dr. Fulbright

D. Action Items

1. Accreditation – Institutional Self-Evaluation Report (ISER) Approved- K. Anderson

E. Information Items

1. Associate Faculty Evaluation Update -
 - a. Instructors can be evaluated in multiple disciplines in the same semester
2. LRC Update and Apportionment- A. Jimenez
 - a. ILA 800 to collect apportionment
Students asked that register and collect contact hours
Marketing has generated ILA 800 1,300 students registered for fall 2019
Chairs are asked to encourage their departments to

F. Discussion Items

1. Associate Faculty Hiring Fair – November 1

Update Discussion

2. Guided Pathways – Elective Prioritization Process
3. REVISED Educational Master Plan Discussion-Dr. S. Lee
See Attached
4. RCCD Guide to Recommended Best Practices to Achieve Regular and Substantive Contact in Distance Education- Sent by M. Bobo
 - a. Dr. Pisa and Michael Bobo doing an amazing job and sharing information, restructuring that department- Comment by Dr. ZwartDr. Zwart has been on site visits that check substantive content
5. New Faculty Hiring Prioritization Ranking Process
 - a. Form is what Academic Senate has approved. Only change is removal of replacement.
 - c. Check boxes, more accessible in Word document
 - d. Create a written process for hiring new faculty for growth
 - e. APC makes the decision based on collegiality
 - f. Process will be documented

G. Good of the order 11:10 am

Next Meeting
Business Meeting
November 8, 2019
8:30 – 11:00 am