

Riverside City College  
Academic & Career/ Technical Programs  
Instructional Support Services (ACTPIS)  
March 15, 2018 Meeting Minutes  
Heritage Room, 12:50pm – 1:50pm

Members present: J Leung, J. Knieriem, R. Ruiz, V. Sandoval, A. Fawson, J. Gardner, S. Brewster, J. Mowrey, K. DiMemmo, I. Moore

Guests present: P. Avila, K. Woods, K. Sell, M. Sellick

**I. Call to Order – 12:56 pm**

**II. Approval of the Agenda – Motion by S. Brewster, seconded by J. Mowry, approved by consensus**

**III. Approval of Minutes 11/16/17 – Motion by S. Brewster, seconded by J. Knieriem, motion carried.**

**IV. New Business**

- a. “Academic Clusters” recommendation to EPOC (handout)  
-the proposed ‘clusters’ are: Languages & Humanities; Social & Behavioral Sciences; STEM, Visual, Performing & Creative Arts; Advanced Technical Trades; Business & information Systems and Technology; Health-Related Sciences; Education & Teacher Preparation  
-currently, both business and nursing use the “School of”  
-Discussion about where to place programs that fit in more than one cluster, the consensus is if they truly fit in more than one, they will be listed as such  
-revisions made to align degrees and certificates in the same area into the same clusters, revisions will be summarized and sent out
- Motion to refer to these divisions of programs Instructional Pathways and forward revised listing to EPOC. M/S/C J. Gardner/A. Fawson

**V. Ongoing Business**

- a. Accreditation
- i. Victor Sandoval will connect with Haley Ashby, K. DiMemmo and K. Woods will be “Plan B,” J. Scott-Coe will be reviewing all of Standard 2
  - ii. Much of the evidence for Standard 2b has already been identified, evidence is the beginning point for writing.
- b. Revisions and Approval to Constitution and Bylaws – revisions discussed at last ACTPIS will be made with track changes on and sent out to committee
- i. Once the changes are made and the document is finalized, a motion by email is requested to approve changes and adopt new Strategic and Operational Responsibilities for ACTPIS

**VI. Adjournment: 1:52 pm**