

MOORPARK COLLEGE
Facilities/Technology – Committee on Accreditation and Planning
(T-CAP/F-CAP)
MEETING MINUTES
 Wednesday, April 8, 2015 | 1:15-3:00 p.m., A-138

POSITION	NAME	ATTEND	DIVISION	FACULTY NAME	ATTEND
Co-Chair: Vice President, Business Services	Iris Ingram	X	Mathematics & Physical Sciences	Martin Chetlen Erik Reese Tom Ogimachi Marcos Enriquez (Alt.)	X
Co-Chair: Academic Senate Representative	Michael Walegur	X		Behavioral & Social Sciences	Kari Meyers Jack Miller
Academic Senate President, ex officio	Mary Rees	X	Enrollment Services, Health & Life Sciences		Christina Lee Norman Marten Audrey Chen Brenda Woodhouse
Deans	Julius Sokenu Inajane Nicklas	X X		Business, Languages & Learning Resources	Faten Habib
Business Services	John Sinutko Darlene Melby Dan McMichael	X	Performing Arts & Student Life		Nathan Bowen Mickey Howell Brian Koehler (Alt.) Sherry D’Attile Giselle Ramirez Michael Grimes
Associated Students Representative	Victoria Metzel	X		Visual Arts & Applied Sciences	Steve Callis Howard Davis Gerry Zucca Ashley Chelonis
Guests	John Dobbins	X			
	Dave Fuhrmann	X			
	Deborah Shepley – Gensler	X			
	Claudia Carol – Gensler	X			
	Jordan Kessler - Gensler	X			
TOPIC				ACTION	
1. WELCOME and INTRODUCTION				The meeting was called to order at 2:22 p.m. Introductions were made around the room.	
2. Approval of Minutes March 4, 2015 meeting				The minutes from March 4, 2015 were approved with changes.	
3. INFORMATION/REPORTS				Due to time constraints and the fact that the committee did not receive the plan until today, we will discuss more in depth at the May’s meeting.	
➤ IT UPDATE – Dave Fuhrmann/Dan McMichael <ul style="list-style-type: none">○ Review District Technology Plan – Dave Fuhrmann Dave Fuhrmann went through the draft version of the District’s Technology Plan as an informational item. This should be going to the board in June. This plan comes through ITAC and ATAC committees. If the committee has any comments, please send to Dave Fuhrmann or Marla Ward.					
➤ INSTRUCTIONAL TECHNOLOGY – Ashley Chelonis Education Initiative – The program chose CANVAS as the platform they will be using. The program will just have transfer classes for now. There will be a meeting in 2 weeks for clarification of how the program is					

TOPIC	ACTION
<p>going to work. At the ITAC meeting, they decided if CANVAS is the right tool then we will find the money and move away from D2L. The new platform won't be free to purchase but will cost less than D2L. Ventura College is part of the pilot for the program. There will be a negotiation with CANVAS in regards to the price. No decision has been made at this point.</p> <p>➤ FACILITIES PROJECTS UPDATE – John Sinutko No update at this time.</p> <p>➤ FRAWG – Vote on Priorities Work group had no changes to the priorities, so they moved to adopt the priorities and it was approved by committee.</p>	Approved and adopted.
<p>4. TRAWG and FRAWG - responsibilities revise A revised description of responsibilities for TRAWG and FRAWG was sent to the committee for approval. The changes met with everyone's approval with minor changes to the TRAWG responsibilities.</p>	Approved and adopted as amended.
<p>5. Facilities Master Plan – Gensler presentation Members from Gensler brought a presentation on the progress of the Facilities Master Plan and how the college could look like in the future. The presentation reviewed the planning process, talked about the outreach and visioning session which included faculty and staff in various venues. Established planning principles, which focused on student success and design of the campus, showed a welcoming and assessable campus, safe and secure, with areas for collaborations and informal learning places. The presentation included site analysis including vehicular and pedestrian circulation, but took into account building age, condition, and use. Gensler used FUSION to look at projected WSCH and headcount as well as space inventory to use as a benchmark in order to see what is potentially needed in the future. They also went through phases and movement that could occur. After the presentation, the committee gave the Gensler group feedback about the plan. This presentation will be given to the campus at the Y'all Come on the 16th of April. Once all campus presentations are completed, the final will go to the board, hopefully in the fall.</p>	
6. Ongoing Discussion – Integrating general and non-general funds for Facilities/Technology planning	Tabled to the May meeting
7. ADJOURNMENT	The meeting was adjourned at 2:55 p.m.

HANDOUTS	F-CAP/T-CAP 2014-15 MEETING CALENDAR, 1 st Wednesday at 1:15 p.m., A-138
F-CAP/T-CAP Agenda 04/8/15 – MCSHare & Website	2014 09/03 , 10/04 , 11/05 , 12/03
F-CAP/T-CAP Meeting Minutes 03/04/15 – MCSHare & Website	2015 02/04 , 03/04 , 04/08 , 05/06
F-CAP/T-CAP Charge/Membership – Included on Agenda, Website	

Facilities and Technology - Committee on Accreditation and Planning

- The Facilities and Technology Committee on Accreditation and Planning makes recommendations on college-wide planning and accreditation issues related to facilities for educational programs and student service and those related to campus instructional and administrative digital technology. Monitors the implementation of Standard 3B & 3C of the self-study relative to facilities.*

RECOMMENDING STRUCTURE	CHARGE AND SOURCE OF AUTHORITY	MEMBERSHIP
<p>FACILITIES AND TECHNOLOGY– Committee on Accreditation and Planning (F-CAP/Tech-CAP)</p> <p><i>Committee of Academic Senate</i></p>	<p>The committee recommends funding for technology based on a general allocation guideline that assumes budget stability or growth. As a rule of thumb, the committee recommends an allocation of a minimum of 30% of the college's total instructional equipment funding assigned each year to technology equipment, software, and hardware.</p>	<p>Co-Chairs</p> <ul style="list-style-type: none"> Vice President of Business Services Faculty member appointed by the Academic Senate Council and is, therefore, a member of the Academic Senate Council

	<p>The accreditation component under the purview of the Facilities and Technology Committee on Accreditation and Planning is the development of plans to address any self-study advisement or visiting team recommendation that refer to facilities and/ or the needs of digital technology for students, faculty, and staff.</p>	<p>Members</p> <ul style="list-style-type: none"> • Three faculty members from each Student Learning Division appointed by the Academic Senate Council • Two Deans selected by the Executive Vice President • Three Business Service representatives selected by the Vice President of Business Services • One student appointed by Associated Students
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