# Moorpark College Academic Senate Council Minutes (Draft)

Thursday, August 15, 2019 at 10:30 AM – 11:45 AM in FH-220

Mission Statement: With a “students first” philosophy, Moorpark College empowers its diverse community of learners to complete their goals for academic transfer, basic skills, and career education. Moorpark College integrates instruction and student services, collaborates with industry and educational partners, and promotes a global perspective.

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| STANDING MEMBERS / ACADEMIC SENATE REPRESENTATIVES, 2018-19 | | | | | | Guests |
| POSITION | NAME | PRESENT | POSITION | NAME | PRESENT | Christina Lee |
| **ASC Pres** | Nenagh Brown | NB | Physics / Astronomy / Engineering / Computer Science | Ronald Wallingford / Scarlet Relle | RW |
| **ASC V.P.** | Erik Reese | ER | Social Sciences | Matthew Morgan / Susan Kinkella / Rex Edwards | MM |
| **ASC Secretary** | Renée Butler | DRB | Student Health Center | Sharon Manakas / Silva Arzunyan | SM |
| **ASC Treasurer** | Ruth Bennington | RB | World Languages | Helga Winkler / Alejandra Valenzuela |  |
| ACCESS | Jolie Herzig / Silva Arzunyan | JH |  |  |  |
| Behavioral Sciences | Dani Vieira / Kari Meyers | DV | Athletics | Vance Manakas / Mike Stuart |  |
| Business Administration | Reet Sumal |  | Library | Mary LaBarge | ML |
| Chemistry/Earth Sciences | Tiffany Pawluk / Deanna Franke |  |  |  |  |
| Child Development | Cindy Sheaks-McGowan / Shannon Coulter |  | Part-Time Rep | Dan Darby | DD |
| Counseling | Chuck Brinkman | CB |  |  |  |
| EATM | Gary Wilson / Cindy Wilson | GW | AFT Rep (non-voting) | Hugo Hernandez | HH |
| English/ ESL | Sydney Sims / Jerry Mansfield | SS |  |  |  |
| EOPS | Marnie Melendez / Angie Rodriguez |  | CTE Liaison (non-voting) | Josepha Baca | JB |
| Fine & Performing Arts | John Loprieno / Cynthia Minet | CM | GP Liaison (non-voting) | Beth Miller | BM |
| Health Education / Kinesiology | Remy McCarthy / Adam Black | RM | Committee co-chairs (non-voting) | Beth Gillis-Smith | BGS |
| Health Sciences | Michelle Dieterich / Dalila Sankaran | DS |  |  |  |
| Life Sciences | Jazmir Hernandez / Yana Bernatavichute |  |  |  |  |  |
| Mathematics | Chris Copeland / Curtis Paul |  |  |  |  |  |
| Media Arts and Comm Studies | Jenna Patronete / Svetlana Kasalovic |  | Student Liaison (non-voting) |  |  |  |

## Public Comments

(Those wishing to make public comments must be in attendance before 10:30 AM)

1. Ron Wallingford – Wear black at Convocation.
2. Nenagh Brown – Announcement: Ed CAP Co-Chair needs to be filled. You can speak with Nathan Bowen, the last Ed CAP Co-Chair, for more information.
3. Beth Gillis-Smith – Speaker on Friday: Lauren Servais from Santa Rosa Junior College
4. Nenagh Brown – Convocation on Friday, there will be a short Academic Senate (AS) General Meeting, please stay
5. Erik Reese – Remind faculty that all faculty are members of the AS.

## Introductions

1. Everyone introduced themselves, what their role is in Academic Senate, and an interesting thing they did this summer.

## The Academic Senate purview

1. Erik Reese gave a presentation explaining the Academic Senate purview, including when and how the AS started and why we have it. (See handout on AS website.)
2. The Community College Reform Act (AB 1725, Vasconcellos, 1988) was a piece of aspirational legislation focusing on education to better all Californians.
3. It also strengthened the AS locally and statewide.
4. Education Code: Legislation is chaptered into the CA Ed Code.
5. Title 5: Rules and regulations for the implementation of the Ed Code.
6. Title 5 Definitions
7. AS primary function is to make recommendations on all academic and professional matters to the administration of the college and the Board of Trustees (BOT).
8. Referred to as the “10 + 1”
9. The “10+1” appear on each senate agenda
10. Cards with the “10+1” were also distributed
11. “Consult collegially”, and a number of other terms related to participatory governance are also defined.
12. Academic Senate of the California Community Colleges (statewide senate) is recognized as the voice of community colleges academic senates by the Board of Governors and Chancellors Office.
13. Participatory Governance at the college level
14. AS Council and eight standing committees, with faculty co-chairs and faculty that make recommendations to the administration.
15. This is codified in our By-laws and Decision-Making at Moorpark College document.
16. Participatory Governance at the district level
17. There are a number of district level participatory governance groups as well.
18. Local Senates Hand Book gives more information on the ASC for California Community Colleges.
19. Academic Senates established by law is unique to California.
20. Nenagh Brown – Please educate others about AS especially faculty and managers who came from out of state. Our district chose the “mutually agree” option (in 1986) and this leads to much more dialogue between the Academic Senates and management, both at the college and district level.
21. Does new or updated curriculum need a discipline expert?
22. Josepha Baca – What if we don’t have one? Are min. quals. being looked at?
23. Nenagh Brown – Yes; this is a 10+1 and only someone with the min. quals. can update or write curriculum. Sometimes this means hiring someone as a faculty expert when there isn’t a full time faculty in the discipline.

## The Brown Act

1. Ruth Bennington gave a presentation on the Brown Act, which can be found in the California Government Code. The Act, which is a transparency law, guarantees the right of the public to attend and participate in meetings of local legislative bodies. She will post a link of the Power Point Presentation from the Leadership Institute.
2. The policy underpinning the law is that decisions that affect the public cannot be made behind “closed doors.”
3. Academic Senate and its standing committees are subject to the Brown Act.
4. The Act requires 72 hours’ notice of any meeting of AS (or its standing committees). The notice must include the time, date and place of the meeting, and the agenda. The agenda must include sufficient information to enable the public to decide whether or not to attend.
5. Members of the public, including the media and our students, may attend. AS cannot restrict anyone’s attendance.
6. It is very important not to discuss Brown Act matters outside the public meeting. It is permissible for senators to attend parties and conferences together, but they may not discuss AS business. If AS business is mentioned, then this is considered a “meeting,” and violates the notice requirements of the Brown Act.
7. Closed Sessions, where the public are excluded are permissible in very limited circumstances, such as suspensions, honorary degrees, anonymous gifts, threats to security, etc.
8. All AS documents need to be ADA compliant, and AS must accommodations for a member of the public.
9. Erik Reese
10. This is tax payer money so people have the right to know what is going on.
11. Transparency and openness are the underlying philosophy.
12. Standing committees also fall under the Brown Act.
13. Ad-Hoc committees, or workgroups, are not legislative bodies but report back to the standing committee or Council which are legislative bodies.
14. Ron Wallingford – Do minutes need to be posted and visitors need a pass to park? Yes.
15. Beth Gillis-Smith – Does the Co-Chair need to post the documents and where are they to be posted?
16. Nenagh Brown – It does not have to be the Co-Chair that posts them. They are posted outside of the Administration Building, in a locked glass cabinet, and it should hold 8 agendas. We are working on this.
17. Cynthia Minet – What is Quorum and if at a party with less than quorum, is it ok to talk?
18. Nenagh Brown – Quorum is over 50% of the members; yes, it is ok to talk but probably better not to in order not to give the appearance of a closed meeting. If more than half of the members are present, you cannot discuss anything as it would be a metting behind closed doors.
19. Ruth Bennington – There are emergencies in which you can meet with 24 hours notice such as a strike.
20. Nenagh Brown – Within the current Board of Trustees meetings there are very diverse opinions expressed and yet they stay within the Brown Act. Come and see the Brown Act in action at a Board meeting.

## Roles and responsibilities of senators

1. Renée Butler gave a presentation about the roles and responsibilities that AS senators have.
2. Representing your department
3. You are the voice of your department; bring questions, concerns, views and suggestions to AS council from your department(s).
4. Communication with your department
5. Bring information back to your department from the AS council meetings.
6. Bring questions and concerns from your department to ASC and/or AS officers.
7. Senators shared how they communicate with their department: email, faculty meetings, reports to their divisions and department (and “CC” email Nenagh Brown)
8. Nenagh Brown – We need to work on this area of communication.
9. AS Website
10. You can access it at [www.moorparkcollege.edu](http://www.moorparkcollege.edu) and also through your portal.
11. Visit it often to stay informed of the many state initiatives and college policies that are coming into place.
12. The agendas, handouts, and minutes are posted on the AS website.
13. Voting on motions
14. You are the one vote to represent your department(s).
15. If applicable or for pertinent issues, discuss and/or vote within your department beforehand and bring that vote to council.
16. Erik Reese – Brown Act: Your vote as a representative has to be recorded.
17. Prioritization vote
18. Usually occurs in October; again, you are the one vote to represent your department(s).
19. There is much reading through parts of program plans and data that will be provided to help you prepare for voting. Please come prepared.
20. If your department has requested a faculty position(s), you or someone from your department will give a spiel as to why your department(s) need this position(s).
21. Reading
22. There is a considerable amount of reading at times to prepare for council meetings.
23. Read the minutes for approval before coming to the next meeting. They are posted on the AS website 72 hours before each meeting. Bring any corrections you may find.
24. Passing the “Torch”
25. If/when you pass on the role of AS Senator for your department(s) to the next person, please review all of these roles and responsibilities of being an AS Senator to the new faculty member representative.
26. If possible, have new members start to attend at the end of the previous school year they will start, to see how much fun we have
27. Nenagh Brown – Membership: Need to hold elections especially for the new departments.
28. You can’t vote until ratified by AS Council.
29. Please give the secretary the new memberships of all committees and Co-Chairs on the standing committees.

## Academic Senate Council goals for 2019-20

1. To be discussed at a future meeting.

## Adjournment at 11:45 AM