

MOORPARK COLLEGE
Facilities/Technology – Committee on Accreditation and Planning
(T-CAP/F-CAP)
MEETING AGENDA
 Wednesday, April 5, 2017 | 1:15-3:00 p.m., A-138

POSITION	NAME	ATTEND	DIVISION	FACULTY NAME	ATTEND
Co-Chair: Vice President, Business Services	Silvia Barajas		Languages, Library & Learning Resources	John Dobbins	
Co-Chair: Academic Senate Representative	Michael Walegur			Faten Habib	
Academic Senate President, ex Officio	Nenagh Brown		Mathematics & Physical Sciences	Erik Reese	
Dean	Norman Marten			Angela Wilkins	
	Jane Morgan		EATM, Health & Life Sciences	Christina Lee	
Business Services	Darlene Melby			Audrey Chen	
	Dan McMichael			Brenda Woodhouse	
	John Sinutko			Mary Swenson (Alt)	
Associated Students Representative	Christopher Saavedra			Lan Nguyen (Alt)	
Instructional Technologist	Tracie Bosket			Andrew Kinkella (Alt)	
Guests			Athletics & Institutional Effectiveness	Vance Manakas	
			Science & Student Engagement	Lydia Basmajian	
				Ed Garcia	
			Behavioral & Social Sciences	Matthew Morgan	
				Kari Meyers	
				Susan Kinkella	
				Lee Ballesterio (Alt)	
				Steve Pfeffer (Alt)	
				Steve Callis	
			Arts, Business & Child Development	Sile Bassi	
				Gerry Zucca	
				Matthew Spinneberg (Alt)	
				Brian Koehler	
			Performing Arts & Student Engagement	Michael Grimes	
				Mickey Howell (Alt)	

TOPIC	ACTION
1. WELCOME and INTRODUCTION	
2. PUBLIC COMMENTS	
3. APPROVAL OF MINUTES: March 1, 2017	
4. INFORMATION/REPORTS <ul style="list-style-type: none"> ➤ IT UPDATE –Dan McMichael ➤ INSTRUCTIONAL TECHNOLOGY – Tracie Bosket ➤ FACILITIES PROJECTS UPDATE – John Sinutko ➤ FRAWG/TRAWG/PAWG Updates – Norm Marten, Jane Morgan, Silvia Barajas 	

TOPIC	ACTION
5. Information Technology Operations Plan – Dan McMichael	
6. Key/Lockdown Subcommittee – Silvia Barajas	
7. ADJOURNMENT	

HANDOUTS	F-CAP/T-CAP 2016-17 MEETING CALENDAR, 1 st Wednesday at 1:15 p.m., A-138
F-CAP/T-CAP Agenda 04/05/2017 – MCSHare & Website	2016 09/07, 10/05, 11/02, 12/07
F-CAP/T-CAP Meeting Minutes 03/01/2017 – DRAFT	2017 02/04, 03/04, 04/05, 05/03
F-CAP/T-CAP Charge/Membership – Included on Agenda, Website	
Campus Operations Plan	

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. 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>Co-Chairs</p> <ul style="list-style-type: none"> <i>Vice President of Business Services</i> <i>Faculty member appointed by the Academic Senate Council and is, therefore, a member of the Academic Senate Council</i> <p>Members</p> <ul style="list-style-type: none"> <i>Three faculty members from each Student Learning Division appointed by the Academic Senate Council</i> <i>Two Deans selected by the Executive Vice President</i> <i>Three Business Service representatives selected by the Vice President of Business Services</i> <i>One student appointed by Associated Students</i>

FRAWG Members	TRAWG Members	PAWG Members
<ul style="list-style-type: none"> Jane Morgan Michael Walegur John Sinutko Angela Wilkins Vance Manakas Gerry Zucca Mickey Howell Brenda Woodhouse 	<ul style="list-style-type: none"> Norman marten Darlene Melby Dan McMichael Tracie Bosket John Dobbins Erik Reese Andrew Kinkella Lydia Basmajian Susan Kinkella Steve Callis Michael Grimes 	<ul style="list-style-type: none"> Silvia Barajas Nenagh Brown John Sinutko Faten Habib Gerry Zucca Erik Reese

Goals 2016-17	Date of Action/Completion
1. Develop a more effective prioritization process for FRAWG, TRAWG, and PAWG requests.	02/01/2017 – began discussions
2. Review and update the facility, technology and planning prioritization processes in regards to General Funds and Categorical Funds.	02/01/2017 – began discussions
3. Discuss campus wide Way-Finding Project.	
4. Continue to provide a report on completion of requested resources and communication out to the campus constituents.	
5. Make recommendations for updating the Information Technology Operations Plan.	
6. Review and evaluate the Common Assessment as it relates to facilities and technology.	Project put on hold by state Chancellor's Office.
7. Review the "Making Decisions at Moorpark College 2015-17" and make any necessary recommendations.	11/02/2016 – reviewed 12/07/2016 – reviewed and approved change recommendations.