

MOORPARK COLLEGE
Facilities/Technology – Committee on Accreditation and Planning
(T-CAP/F-CAP)
MEETING AGENDA
 Wednesday, December 7, 2016 | 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 | | | David Mayorga | |
| Business Services | Darlene Melby | | EATM, Health & Life Sciences | Christina Lee | |
| | Dan McMichael | | | Audrey Chen | |
| | John Sinutko | | | Brenda Woodhouse | |
| Associated Students Representative | Thomas Moran | | | Mary Swenson (Alt) | |
| Instructional Technologist | Tracie Bosket | | | Lan Nguyen (Alt) | |
| | | | | 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) | |
| | | | Arts, Business & Child Development | Steve Callis | |
| | | | | Sile Bassi | |
| | | | | Gerry Zucca | |
| | | | | Matthew Spinneberg (Alt) | |
| | | | Performing Arts & Student Engagement | Brian Koehler | |
| | | | | Michael Grimes | |
| | | | | Mickey Howell (Alt) | |

| TOPIC | ACTION |
|---|--------|
| 1. WELCOME and INTRODUCTION | |
| 2. PUBLIC COMMENTS | |
| 3. APPROVAL OF MINUTES: November 2, 2016 | |
| 4. INFORMATION/REPORTS ➤ IT UPDATE –Dan McMichael ➤ INSTRUCTIONAL TECHNOLOGY – Tracie Bosket | |

| TOPIC | ACTION |
|--|--------|
| ➤ FACILITIES PROJECTS UPDATE – John Sinutko ➤ FRAWG/TRAWG/PAWG Updates – Norm Marten, Jane Morgan, Silvia Barajas | |
| 5. Way-Finding Project – John Sinutko | |
| 6. Review Making Decisions Document | |
| 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 12/07/2016 – MCSHare & Website | 2016 09/07 , 10/05 , 11/02 , 12/07 |
| F-CAP/T-CAP Meeting Minutes 11/02/2016 – DRAFT | 2017 02/01, 03/01, 04/05, 05/03 |
| F-CAP/T-CAP Charge/Membership – Included on Agenda, Website | |
| F-CAP/T-CAP 2016-17 Goals - Approved | |

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 |
|--|---|--|
| FACILITIES AND TECHNOLOGY– Committee on Accreditation and Planning (F-CAP/Tech-CAP) <i>Committee of Academic Senate</i> | 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. | Co-Chairs <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 Members <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 |

| 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 | <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 |

| Goals 2016-17 | Date of Action/Completion |
|--|----------------------------------|
| 1. Develop a more effective prioritization process for FRAWG, TRAWG, and PAWG requests. | |
| 2. Review and update the facility, technology and planning prioritization processes in regards to General Funds and Categorical Funds. | |
| 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 Campus Operations Plan. | |
| 6. Review and evaluate the Common Assessment as it relates to facilities and technology. | |
| 7. Review the “Making Decisions at Moorpark College 2015-17” and make any necessary recommendations. | |