

MOORPARK COLLEGE
Facilities/Technology – Committee on Accreditation and Planning
(FT-CAP)
MEETING AGENDA

Wednesday, November 3, 2021 | 1:15 pm-3:00 p.m., Zoom <https://vcccd-edu.zoom.us/j/97746698622?pwd=K1duUXc1dkFOSUY2ZXVycUNTOW44UT09>

Meeting ID: 977 4669 8622

Passcode: 382543

| POSITION | NAME | ATTEND | DIVISION | FACULTY NAME | ATTEND |
|---|-----------------------|--------|---|-----------------------|--------|
| Co-Chair: Vice President, Business Services | Jennifer Clark | | English & Student Life | Jeff Baker | |
| Co-Chair: Academic Senate Representative | Norm Marten | | ACCESS, Kinesiology, Athletics, Library, Math, DE & Teaching and Learning | Silva Arzunyan | |
| Academic Senate President, Ex Officio | Erik Reese | | | Matt Crater | |
| Dean | Carol Higashida | | | Kevin Balas | |
| | Priscilla Mora | | | Sherry Ruter (Alt) | |
| Business Services | Michele Perry | | EATM, Life & Health Sciences | Brenda Woodhouse | |
| | Dan McMichael | | | Audrey Chen | |
| | John Sinutko | | | Armine Torabyan (Alt) | |
| Associated Students Representative | Ashwin Naresh Kumar | | Physical Science & Career Education | | |
| Instructional Technologist/Designer | Tracie Bosket | | | Mary Swenson (Alt) | |
| Student Services Council | Kim Korinke | | | Lan Nguyen (Alt) | |
| ACCESS | Shyan Diaz-Brown | | | Rick Edwards | |
| Classified Staff | Kris Romero | | | Jennifer Mallory | |
| | Michael Grimes | | | | |
| | Shandor Batoczki | | | Navreet Sumal | |
| Vice President, Ex Officio | Amanuel Gebru | | Business, Social & Behavioral Sciences, Child Development & Languages | Felix Masci | |
| | Mary Rees | | | Hugo Hernandez | |
| CTE Faculty Liaison | TBD | | A&R, Counseling, Student Life & Support, EOPS, & Student Health Center | | |
| | Robert Cabral (Alt) | | | Lydia Basmajian | |
| | Michael Hoffman (Alt) | | | Giselle Ramirez | |
| GUESTS | Dan Watkins | | | Allison Case-Barton | |
| | | | Arts, Media & Communication Studies | Steve Callis | |
| | | | | Ariana Burrell | |
| | | | | Gerry Zucca | |

| TOPIC | ACTION |
|--|--------|
| 1. WELCOME | |
| 2. PUBLIC COMMENTS | |
| 3. APPROVAL OF MINUTES: October 6, 2021 | |
| 4. INFORMATION/REPORTS <ul style="list-style-type: none"> ➤ IT UPDATE – Dan McMichael ➤ INSTRUCTIONAL TECHNOLOGY UPDATE – Tracie Bosket ➤ FACILITIES PROJECTS UPDATE – John Sinutko ➤ DISTRICTWIDE IT UPDATE – Dan Watkins ➤ CTE UPDATE – TBD | |
| 5. Discussion of Brown Act Update | |
| 6. Information Item: Resource requests available | |
| 7. Good of the Order | |
| 8. ADJOURNMENT | |

| HANDOUTS | FT-CAP 2021/2022 MEETING CALENDAR, 1 st Wednesday at 1:15 p.m. |
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| FT-CAP Agenda 11/03/2021 | 2021 9/01 (Last Zoom Meeting) , 10/06, 11/03, 12/01 |
| FT-CAP Meeting Minutes 10/06/2021 | 2022 2/02, 3/02, 4/06, 5/04 |
| Program Plan Resource Requests 2021-2022 | |

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"> Vice President of Business Services Faculty member appointed by the Academic Senate Council and is, therefore, a member of the Academic Senate Council <p>Members</p> <ul style="list-style-type: none"> Three faculty members from each Student Learning Division appointed by the Academic Senate Council Three Classified representatives appointed by the Classified Senate Two Deans selected by the Vice Presidents of Academic Affairs and Student Support Three Business Service representatives selected by the Vice President of Business Services One representative from Student Services Council appointed by the Vice President of Student Support |

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| | | <ul style="list-style-type: none"> • One representative from the Accessibility Coordination Center and Education Support Services • One representative from Instructional Technology • One student appointed by Associated Students who serves in an advisory role • Vice President of Academic Affairs (ex-officio, non-voting) • Vice President of Student Support (ex-officio, non-voting) • Academic Senate President (ex-officio, non-voting) |
|--|--|--|

| FRAWG Members | TRAWG Members | PAWG Members |
|--|--|---|
| <ul style="list-style-type: none"> • Carol Higashida Co-Chair • John Sinutko • Gerry Zucca- Co-Chair • Ariana Burrell • Brenda Woodhouse • Felix Masci • Shyan Diaz-Brown • Michael Grimes • Giselle Ramirez • Allison Case-Barton | <ul style="list-style-type: none"> • Priscilla Mora, Co-Chair • Dan McMichael • Kevin Balas- Co-chair • Tracie Bosket • Lydia Basmajian • Steve Callis • Michele Perry • Rick Edwards • Kim Korinke • Armine Torabyan • Kris Romero | <ul style="list-style-type: none"> • Jennifer Clark Co-Chair • Erik Reese Co-Chair • John Sinutko • Steve Callis • Gerry Zucca • Norm Marten • Felix Masci • Hugo Hernandez • Shyan Diaz-Brown • Shandor Batoczki |

| Goals 2021/2022 |
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| 1. Develop a more effective prioritization process for FRAWG, TRAWG, and PAWG requests. |
| 2. Implement Way-Finding Project. |
| 3. Continue to provide a report on completion of requested resources and communication out to the campus constituents. |
| 4. Make recommendations for updating the annual Information Technology Operations Plan. |
| 5. Update Facilities Master Plan. |