

Academic Senate Council Minutes

Tuesday, November 16, 2:30-4:00 p.m. in **Admin 138**

STANDING MEMBERS						Guests
POSITION	NAME	PRESENT	POSITION	NAME	PRESENT	Welcome! Please sign in.
ASC Pres	Riley Dwyer	X	Visual & Applied Arts	Cynthia Minet		
ASC V.P.	Rex Edwards	X	Health Sciences	Dalila Sankaran	X	
ASC Secretary	Lisa Putnam	X	History/Institutions	Patty Colman	X	
ASC Treasurer	Nenagh Brown	X	Library	Mary LaBarge		
ACCESS	Melanie Masters	X	Life Sciences	Andrew Kinkella		
Athletics	Howard Davis	X	Mathematics	Phil Abramoff	X	
Behavioral Sciences	Linda McDill	X	Modern Languages	Raquel Olivera	X	
Business	Stephanie Branca Alt: Reet Sumal	RS	Digital Media Arts	Svetlana Kasalovic	X	
Chemistry/ Earth Sciences	Deanna Franke	X	Music/ Dance	James Song		
Counseling	Chuck Brinkman	X	Health Education/Kinesiology	Jeff Kreil	X	
Computer Info Systems	Mary Mills	X	Physics/ Astronomy	Clint Harper	X	
Computer Sci/ CNSE	Vish Viswanath		Student Health Center	Sharon Manakas	X	
English/ ESL	Kathryn Adams	X	Theater Arts/ Communications	John Loprieno	X	
EATM	Cindy Wilson		<i>Student Liaison</i>	Ebony Taylor Jeremy	J	

Quick Recap:

Action Item Topic	Discussion/Comments	Action
Alternate Day of Instruction: Preparing for Your Future – Fall Semester	Support the idea of an Alternate Day of Instruction during Fall semester.	Motion passed.

2:30 pm—Call to Order

I. Public Comments

Distinguished faculty chair ad hoc will be meeting next Tuesday 11/23 at 4pm in A-138.

Lisa Putnam and Kathryn Adams attended Program Review Training in San Jose. Watch for more information.

II. Approval of Minutes: Minutes of October 18 and November 2, 2010

10/18 Approved as amended

11/2 Approved.

III. Officers' Reports

a. Treasurer (Current Balance: \$ 5,273.72).

Potential of purchasing 21 bricks. List attached (Appendix A)

Academic Senate dues: 11 new full time faculty signed up. Part time faculty have also signed up.

b. Secretary: None

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- c. Vice President: Sabbatical process: There were 7 applications this year. Applications have been forwarded to the District.
- d. President
 - DCHR*: Combined meeting with *DTRW* to more closely align MQ list with the course designation.
 - DCSL*: Meets this week.
 - Consultation Council*: Presentation at the board meeting of the VC resolution regarding finals week. The issue has now been dropped.

IV. Committee Reports

- a. EdCAP¹: Meets next week.
- b. Facilities CAP¹:
Transparency of Facility Projects and the priority assigned was discussed.
New project: Environmental Science proposed the creation of a practice site for solar panel installation.
- c. Faculty Development¹:
The theme: Faculty Development through a dialog-rich environment supporting inspiration, motivation and culture. Training opportunities and possible times were discussed. New Faculty Orientation curriculum (orientation topics) was discussed. Meets again this week.
- d. Senate Subcommittees & Liaisons (Associated Students): Veteran's ceremony went very well. BFW was present and a highlight. The event was a success.
- e. Fiscal²:
- f. Curriculum²:
- g. TechCAP²: No report.

¹ These reports will be given the first meeting of the month

² These reports will be given the second meeting of the month

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V. Unfinished Business

- a. Goals for 2010-11: See attached list (Appendix B)
- b. Student Services Council: Alternate Day of Delivery (planning for your future). We had recommended that the day would alternate so that it wasn't always on the same day of the week, being mindful of Monday holidays.

Motion: Support the idea of an Alternate Day of Instruction during Fall semester.

Motion carries (2 votes against)

VI. New Business

VII. New Concerns

- a. Faculty Prioritization De-Brief
There is a current commitment to hire 10 faculty this spring based on the prioritization process (these are in addition to the two mandated positions in Nursing). These are being advertised as "funded."

Discussion on how the process went, and how we could improve the process. Concern was raised that all positions prioritized as "high" seem to be from one end of the college rather than being representative of all divisions. Possibly add a guideline to consider how the positions are distributed across the campus. This could hurt disciplines that are in the same division as Math or English, however. Concerns and suggestions will be brought up again next year as the AS begins discussing the 2011-12 process and guidelines.
- b. Senate Policy on AllUsers
AllUsers emails are sent out through AS President. She forwards "replies" to the appropriate person. Is this washing out the "voice" of the Senate – should all emails coming from Senate President relate to faculty and Senate business.
- c. Resolutions: See attached two resolutions written by Ventura Academic Senate as examples of resolution structure (Appendix C). Moorpark College does not have a recent history of developing resolutions.
- d. Summary of Major Actions that occurred at State Plenary (handout)

VIII. Announcements:

- a. None.

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Appendix A: Faculty Receiving Bricks

Diane Brabant 1975
Daniel P. Brown 1984
Deena Case-Pall 1973
Linda Cravens 1982
Bob Davis 1985
Beatrice Epping 1971
Luis E. Gomez 1980
John H. Handlos 1983
Rodrigo Hernandez 1980
Hal Jandorf 1984
Joseph Martin 1976
Linda McDill 1981
Lynn Meschan 1975
Leeann Mulville 1981
Mahyad Z. Rahnamaie 1984
Judith Ramos 1972
Debbie Richie 1983
Brenda Shubert 1974
Arthur Szylewicz 1984
Gary L. Wilson 1981
Grethe Wygant 1972

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Appendix B: 2010-11 Proposed Goals for MC Academic Senate

1. Maintain and preserve faculty participation in all committees and sub-committees (and ad hoc committees) of the Academic Senate including Facilities, EdCAP, TechCAP, Fiscal, Faculty Development and Curriculum
2. Strengthen the connection and communications between the Academic Senate and the standing committees
3. Complete the reporting process relative to the Senate's review of Board Policies and Administrative Procedures and the final adoption of the policy or procedure
4. Increase the transparency of the Academic Senate processes and campus involvement
5. Improve communication links between Academic Senate and Department Chairs
6. Increase the campus knowledge and visibility of the Academic Senate
7. Enhance faculty involvement in the participatory governance process

Appendix C
Ventura College Academic Senate
Resolution on the Pooling of Professional Development Funds

Whereas, the Academic Senate recognizes and values professional development, and;

Whereas, the Academic Senate authorizes the Faculty Professional Development Committee to develop and administer for the fiscal/academic year 2010-2011, the pooling of the contractually-obligated \$100 professional development funds as stated in section 8.7D of the AFT 1828-VCCCD Contract for the purposes of faculty travel/conference grants (hereafter called “the Program”), and;

Whereas, the Faculty Professional Development Committee will create and develop for the Program the application procedure, process, and decision making criteria that will allocate the pooled faculty professional development funds, and;

Whereas, the Academic Senate authorizes the Faculty Professional Development Committee to create an opt-out policy for faculty not willing to participate in the Program who will then only be eligible for an annual allotment per the contract language of section 8.7D;

Therefore, Be It Resolved, that the Faculty Professional Development Committee will administer the Program for the 2010-2011 fiscal calendar and that the Program be evaluated on its effectiveness no later than the second Academic Senate meeting of March 2011 to determine if the Program shall be continued.

Presented to the Senate Council for First Reading Jan 21, 2010; Presented as a Second Reading and Adopted Feb. 4, 2010.

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Ventura College Academic Senate Resolution on the Importance of Maintaining a Finals Week Schedule on the Instructional Calendar

Whereas, the Academic Senate acknowledges while BP 4010 states that “The Chancellor or his or her designee shall negotiate with the Ventura County Federation of College Teachers AFT Local 1828 to develop the terms and conditions of an academic calendar,” and;

Whereas, the Academic Senate notes the paramount importance of including faculty during the creation of any changes to the instructional calendar when those changes will affect “Standards or policies regarding student preparation and success,” and;

Whereas, the Academic Senate agrees that the two hour block scheduling of Finals Weeks allows for students to focus on their final exams without fear of having their final spread out over multiple class sessions or having all their final exams on the same day, and;

Whereas, the Academic Senate notes that a separate Finals Week schedule is a common practice at institutions where our students transfer, such as UCLA, UCSB, CUSCI, and even UC Santa Cruz and by maintaining a block Finals Weeks schedule, we, as an institution, are aiding in the transfer preparation of students to those institutions, and;

Therefore, Be It Resolved, that the Academic Senate strongly believes that the administration should maintain a separate block scheduling of classes during Finals Week that ensures: that all class days/times are presented within said Finals Week, that students will never have more than two (2) finals on a given day (other than for students who take both day and evening / Distance Education classes), that aids in the preparation of students to transfer institutions.

First draft developed by Peter H. Sezzi Nov. 1, 2010; Revised by Senate Exec Nov. 2, 2010; Revised after consult with the other Senate Presidents in the District, Nov. 4, 2010; Presented to the Senate Council for First Reading Nov. 4, 2010; Adopted as presented without a Second Reading Nov. 4, 2010.