

Academic Senate Council Minutes

Tuesday, August 31, 2:30-4:00 p.m. in ~~Admin 138~~ moved to **SX-4**

STANDING MEMBERS						Guests
POSITION	NAME	PRESENT	POSITION	NAME	PRESENT	Welcome! Please sign in. Mary Rees Ray Zhang
ASC Pres	Riley Dwyer	X	Applied and Media Arts	Cynthia Minet	X	
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	X	
ACCESS	Melanie Masters	X	Life Sciences	Andrew Kinkella	X	
Athletics	Howard Davis	X	Mathematics	Phil Abramoff	X	
Behavioral Sciences	Linda McDill		Modern Languages	Raquel Olivera		
Business Alt: Reet Sumal	Stephanie Branca	X	Multi Media, Journalism, Photo	Svetlana Kasalovic	X	
Chemistry/ Earth Sciences	Deanna Franke	X	Music/ Dance	James Song	X	
Counseling	Anitra Evans		Physical/ Health Education	Jeff Kreil	X	
Computer Info Systems	Mary Mills	X	Physics/ Astronomy	Clint Harper	X	
Computer Sci/ CNSE	Vish Viswanath	X	Student Health Center	Sharon Manakas	X	
English/ ESL	Kathryn Adams	X	Theater Arts/ Communications	John Loprieno	X	
EATM	Cindy Wilson	X	<i>Student Liaison</i>			

2:30 pm—Call to Order

I. Public Comments

None

II. Approval of Minutes: Minutes of May 4, 2010

Approved as amended.

III. Officers' Reports

a. Treasurer

MC Senate Bank account has been long standing, yet this is against VCCCD Board Policy. The Senate opened a district Trust/Agency Account. Currently the Trust Account balance is \$4,522.59. We have an additional \$1197.60 to be transferred.

Treasurer would like to discuss whether or not we should raise our annual dues (currently \$25). She will bring forward a break-down of ASC costs/expenditures for the ASC to review at the next meeting. Expected expenditures for 2010-11:

- About 24 faculty bricks
- Student Scholarships (typically we give 3 awards at \$500 each)
- Spring Brunch (although we cut costs this past May and the money collected from participants covered the cost of the brunch)
- Purchasing the Distinguished Faculty Chair

b. Secretary

Secretary was asked to post all ASC Agendas and Meeting Minutes on the College Website by the College President. We have previously been using McShare to post these documents. Our website is:

http://www.moorparkcollege.edu/faculty_staff/academic_senate/index.shtml. It now has a link to our meeting schedule and all agendas and minutes will be posted. The secretary is in the process of posting meeting minutes for the past two-years.

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c. Vice President

- *Sabbatical Update:* We need to send out the call for sabbatical applications. This is MC's year to have 5 sabbaticals awarded.
- *Distinguished Faculty Chair Update:* Due to the difficulties experienced in the Spring 2010 DFC elections, ASC did not elect a DFC. The call for DFC nominations was sent out late (May) and this caused difficulties in the process. The Academic Senate Executive Board handled a number of complaints and therefore voted to halt the process to protect the prestige of the award. The guidelines were unclear, and with the late request for nominations caused complications.

d. President

DCHR:

- Minimum Qualifications Audit is the prime issue. Much discussion has taken place over the summer. Also in the areas of disciplines that are discreet to each college, the Academic Senate Presidents will review these lists annually. (Each EVP developed a list of disciplines that are unique to their campus. Moorpark College has: EATM, Graphics, Health Info Management, Interior Design, Nutritional Science, RADT, Therapeutic Massage, and Film Studies. It was requested (in our meeting) that we add Fitness Specialist, and that we check to see if Learning Skills and Multimedia are on our unique list.)

DCSL:

- Program Inactivation is a prime issue. Also, a cycle of peer review of programs is being developed with three categories: (a) good; (b) we will work with you to improve; (c) discontinue program. The Board Policy on Program Discontinuance is still being developed. MC has seen 3 versions of this document, causing much confusion; NOTE: the version from 2-years ago is long lost. Another version will be coming forward for our review and it is most similar to our *oldest* and *newest* recommended versions.

DTRW:

- Graduation Requirements will be a discussion item coming to the ASC. The required units in Physical Education are currently listed as a requirement of 1.5 units; all our KIN classes are 1 unit each. There is an old VCCCD Board decision that 1 course will meet the PE requirement. The MC Physical Education program has discussed the issue and has agreed to correct our catalog language to reflect this 1-course requirement.

Consultation Council: Meeting Friday, September 4.

General Campus Report: The Senates now have an official Senate Office in the Campus Center, set up with a computer and phone.

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IV. Committee Reports

a. EdCAP¹

Peer Review Process for Program Plans is a very important topic of discussion. We need to make sure that faculty are included in this conversation.

b. Facilities CAP¹

Academic Center is now occupied. The Health Sciences building is targeted to be completed in mid-November, and occupied in January 2011. The EATM building is scheduled for a Spring 2011 completion. The Parking Structure has been approved by the VCCCD Board (6/16 meeting). Several smaller projects continue (such as the Gym Roofing project).

c. Faculty Development¹: Has not met.

d. Senate Subcommittees & Liaisons (Associated Students): No report available

e. Fiscal²: No major changes to report.

Curriculum²: Course Outlines of Record (CORs) are now on a 5-year scheduled review (at the campus level). Two programs are scheduled to go through the review process each month. CurricUNET now allows the programs to store their SLOs in the system.

f. TechCAP²: Has not met.

V. Unfinished Business

VI. New Business

a. Introductions, Welcome and Orientation

- Handouts: Ethics, Sample Resolution, Brown Act, Constitution, Standing Committee Appointments, 2009-10 Accomplishments, last year's Goals.

b. Appointment of Standing Committee: To be reviewed.

c. Goals for 2010-11: To be discussed at next meeting

d. Distinguished Faculty Chair: Updated in previous report (Vice President's Report). An ad hoc committee was established to create guidelines and timelines for the DFC Selection Process. Members include: Rex Edwards, Patty Coleman and Svetlana Kasalovic. All previous DFCs will be invited to join; Clint Harper and Sharon Manakas have already agreed to assist.

VII. New Concerns

a. Commencement Date/Time: The 2010 Commencement conflicted with final exams and parking was incredibly difficult.

VIII. Announcements: None

Next ASC meeting: September 7, 2010

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

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