

Moorpark College Academic Senate Council Minutes (Draft)

Tuesday, October 1, 2019, 2:30 – 4:00 PM in CCCR

Mission Statement: With a “students first” philosophy, Moorpark College empowers its diverse community of learners to complete their goals for academic transfer, basic skills, and career education. Moorpark College integrates instruction and student services, collaborates with industry and educational partners, and promotes a global perspective.

ACADEMIC SENATE COUNCIL REPRESENTATIVES 2019 – 2020

POSITION	NAME	Present	POSITION	NAME	Present
ASC President	Nenagh Brown	NB	Library	Mary LaBarge	MLB
ASC Vice President	Erik Reese	ER	Life Sciences	Jazmir Hernandez Audrey Chen	
ASC Secretary	Renée Butler	DRB	Mathematics	Chris Copeland Curtis Paul	CC
ASC Treasurer	Ruth Bennington	RB	Media Art / Comm Studies	Jenna Patronete Nicole Block	NB
ACCESS	Jolie Herzig Silva Arzunyan	JH	Performing Arts	John Loprieno Nathan Bowen	JL
Athletics	Vance Manakas Mike Stuart	VM	Physics / Ast / Engr / CS	Ronald Wallingford Scarlet Relle	RW
Behavioral Sciences	Dani Vieira Kari Meyers	DV	Social Sciences	Matthew Morgan Susan Kinkella Rex Edwards	MM/RE
Business Administration	Josepha Baca Reet Sumal	RS	Student Health Center	Sharon Manakas Silva Arzunyan	SM
Chemistry / Earth Sciences	Tiffany Pawluk Deanna Franke	TP/DF	Visual Arts	Svetlana Kasalovic Cynthia Minet	CM
Child Development	Cindy Sheaks-McGowan Shannon Coulter	CSMG	World Languages	Perry Bennett Alejandra Valenzuela	PB
Counseling	Chuck Brinkman Jodi Dickey	CB	Part-time Faculty Representative	Felix Masci Dan Darby	FM
EATM	Gary Wilson Cindy Wilson	GW	AFT Representative (non-voting)	Hugo Hernandez	HH
English / ESL	Sydney Sims Jerry Mansfield	SS	CTE Liaison (non-voting)	Josepha Baca	
EOPS	Marnie Melendez Angie Rodriguez	AR	GP Liaison (non-voting)	Beth Miller	BM
Health Education / Kinesiology	Remy McCarthy Adam Black	RMC	Student Liaison (non-voting)	Cecilia Nguyen	CN
Health Sciences	Michelle Dieterich Dalila Sankaran	DS	Committee Co- Chairs (non-voting)		

Guests: Kris Hotchkiss ASMC President; Sahil Vig ASMC Director of Budget and Finances; Danita Redd

In accordance with the Ralph M. Brown Act and SB 751, minutes of the Moorpark College Academic Senate Council will record the votes of all members as follows:

- (1) Members recorded as absent are presumed not to have voted;
- (2) The names of members voting in the minority or abstaining are recorded;
- (3) All other members are presumed to have voted in the majority.

See all handouts on [Academic Senate website](#)

I) Public Comments

- A. Sharon Manakas – Thank you for helping to spread the word for students to take the National College Health Assessment Survey; please continue to encourage students to take the survey.
- B. Chuck Brinkman – Moorpark Country Days Parade & Street Fair on Oct 5; Moorpark will have a float.
- C. Nicole Block – We are casting for our production; please spread the word to students.
- D. Ruth Bennington–Many students know about the food pantry and came this past week. Kudos to Sally Ponce O’Rourke for volunteering her time there.
- E. Vance Manakas –Football game is Sat., Oct 5, kick off at 6 PM; come out to support the MC athletes.
- F. Reet Sumal – On Saturday September 28, Moorpark College business students attended a Global Trade Career Workshop at the Port of Hueneme.
- G. Cecilia Nguyen –Spirit day “Tuesday Bluesday” on October 11 from 11AM – 1PM on Raider walk. If you wear blue and/or have your ID, you receive a free shaved ice. We will be commemorating the Borderline and fire tragedies on November 7; contact Cecilia if you would like to help out.
- H. Angie Rodriguez– Emergency Fund Grant: We will bring back to senate updates for the funding, and answers to the questions faculty had during our presentation.
- I. Sharon – A big thank you to Nenagh Brown for getting a ‘College Safety’ tab on the opening page of the updated MC website.
- J. Nenagh Brown – The Campaign for College Opportunity has again recognized Moorpark College as a Champion of Higher Education for its exemplary work in implementing and awarding Associate Degrees for Transfer.

II) Approval of Minutes

- A. Aug 20, 2019 corrected draft – Erik Reese acting as chair
 - 1) The minutes from Aug 20 need to be corrected to show that Erik chaired the election for EdCAP Co-Chair since Nenagh ran for this position. Also, the names of the motioner and seconder did not get recorded.
 - 2) As currently recorded, the minutes would make the election invalid and thus be problematic for accreditation as EdCAP is the accreditation committee for Moorpark College.
 - 3) A motion to amend something previously adopted without previous notice requires a 2/3 vote.
 - 4) **Motion to amend the minutes from Aug 20, 2019 previously adopted made by Chuck and seconded by Jolie Herzig.**
 - 5) **Voted to amend the minutes from Aug 20, 2019 previously adopted passed with a 2/3 vote, and with Nenagh and Renée Butler abstaining.**
 - 6) The minutes for Aug 20 are corrected to include Erik Reese chairing the election for the EdCAP faculty co-chair and stating that the motion to approve Nenagh Brown as EdCAP faculty co-chair was properly motioned and seconded without recording the motioner or seconder.

- 7) **Motion to approve the amended minutes from Aug 20, 2019 made by Sydney Sims and seconded by Gary Wilson.**
- 8) **Voted to approve the amended minutes from Aug 20, 2019 with Nenagh and Renée abstaining.**
- B. September 17, 2019 – Nenagh back in the chair
 - 1) **Motion to approve the minutes made by Ron Wallingford and seconded by Dani Vieira.**
 - 2) **Voted to approve the minutes with Renée abstaining.**

III) Unfinished Business

- A. AS Council and Standing Committee membership updates – Renée Butler
 - 1) The AS Council and Standing Committee membership list was presented with updates.
 - 2) Another update put forth from the Business dept: F/TCAP – rep Felix Masci and alt Reet Sumal.
 - 3) **Motion to approve the updated AS Council and Standing Committee list made by Chuck and seconded by Jolie.**
 - 4) **Voted to approve the updated AS Council and Standing Committee membership list with Renée abstaining.**
 - 5) Important clarification: there is only one vote from each representative for each committee, either by the representative or the alternate.
- B. Academic Senate Council Goals, 2019 – 2020 – Renée Butler
 - 1) The report on the ranking of the ASC goals was presented – See handout on AS website.
 - 2) Vance Manakas expressed his disappointment on how few people voted through the online survey. Only 15 people voted out of 27; this is 55.6% of the representatives.
 - 3) There is a concern and frustration of so many emails being sent out in general, and thus, this one was missed by some including Remy McCarthy and Cynthia Minet.
 - 4) Gary suggested for those who did not vote to look at the results to decide if it follows how you would have voted; he also suggested that we could re-vote.
 - 5) With these concerns, Erik asked what can we do to facilitate more participation?
 - a) Jolie suggested leaving the online survey open to vote at the Council meeting on a lap top.
 - b) Renée suggested that we vote at a Council meeting with paper ballots.
 - 6) **Motion to approve the ASC goals for 2019 – 2020 made by Chuck and seconded by Vance.**
 - 7) Discussion – Nenagh acknowledged that Council may want to try a paper ballot for next year.
 - 8) **Voted to approve the ASC goals for 2019 – 2020 with all ayes except Dalila Sankaran against, and Renée, Cynthia, and Perry Bennett abstaining.**
 - 9) Nenagh can now present the senate goals to the administrators.
- C. Academic Senate Elections Processes – Erik Reese
 - 1) Marnie Melendez, Dani, and Ruth have agreed to be on the work group.
 - 2) If anyone else would like to participate, contact Erik.
 - 3) The work group will review the processes for the election, consider the questions that were raised by last year’s work group, and bring recommendations to Council.

IV) Informational Items

- A. New discipline application for Registered Behavior Technician
 - 1) Cindy Sheaks-McGowan explained that it was not clear that there had to be a support from a professional organization as well as the local Academic Senate Council; she made sure this was addressed before it was submitted.

- 2) Nenagh – The progress of this discipline request will be tracked, next going to Area C meeting on Oct 12 to all of those colleges. We will get updates, and then it will go to Fall Plenary in Nov.
 - 3) Cindy responded to some concerns:
 - a) The document has appendices to show that Behavior Analyst certification is awarded by the Behavior Analyst Certification Board (BACB). This organization has authority in CA, and is responsible for licensure.
 - b) Cal-ABA is the statewide association that represents professionals in the Applied Behavior Analysis field.
 - c) A question was raised on the wording of the proposed minimum qualification (MQ), stating a master's degree in "behavior analysis" is a qualification even though some of the qualifying degrees listed in the proposal are in "applied behavior analysis." The MQ is taken from the language provided by the BACB. Cindy will look into this further.
- B. Dual Enrollment (DE) at Moorpark College
- 1) This presentation also went to VP Council where again management wanted to hear questions and comments from department chairs; similar conversations emerged.
 - 2) Sharon's concern: There is no emergency training. Also, it is very different for faculty to work with minors.
 - 3) Nenagh – The next step will be to write a formal document with all of these areas of concerns. The DE advisory workgroup will continue this work. We would like a department chair on the workgroup and there are also suggestions that high school teachers should be on it as well.
 - 4) Concerns were discussed: Most dept chairs are resistant to DE; the process is not very efficient; there is a disconnect as we build out part of our program possibly at the expense of others; how far do we go "down the road" with DE; it will take about four years of data to see its effectiveness. Comments made by Remy, Reet, John Loprieno, and Vance.
 - 5) Reet – It is our chance to get involved now; strongly encourage chairs to sit on this committee.
 - 6) Nenagh noted that if DE does not increase FTES, then it might not continue. Our roll now is to move this process forward with a workgroup.

V) New Business

- A. Tribute to Professor Michael Walegur – Erik Reese acting as chair
- 1) Michael's colleagues would like to honor his memory with a poster summarizing his life and work. Hopefully this poster will also encourage others to take the same or similar career path.
 - 2) Danita Redd requested \$35 to fund the cost of this poster. (see AS website)
 - a) The poster represents the development of his career as a model to our students, including serving 10 years as Moorpark College faculty.
 - b) To honor his memory and inspire others to major in geography, the poster will be displayed in PS-135 where Michael taught most of his classes.
 - 3) **Motion to use Academic Senate funds in the amount of \$35 to print the poster in tribute to and honor of Michael Walegur made by Sydney and seconded by Dani.**
 - 4) **Voted to use Academic Senate funds in the amount of \$35 to print the poster in tribute to and honor of Michael Walegur passed unanimously.**
 - 5) Thank you to Danita for making this happen.
- B. Projected AS Budget for 2019-2020 – Ruth Bennington
- 1) AS will receive a monetary donation from the Foundation for the bricks this year, as opposed to not receiving any last year.

- 2) The budget includes the prior year for comparison.
 - 3) **Motion to approve the projected AS budget made by Vance, seconded by Jolie.**
 - 4) **Voted to approve the projected AS budget passed unanimously.**
- C. Faculty Prioritization Preparation – Nenagh Brown
- 1) Assumptions for Prioritization
 - a) III Change: “Exceptions ~~are~~ may be made for a one-year extension in the following situations”
 - b) V Reminder: “Positions that are legally mandated will not be in the prioritization queue”
 - c) Include a number VI: Categorical positions? They have been on a separate list in past years, however, there is no mention on this document that we do this.
 - i) There is a concern that some positions are funded by grants in which the funding may eventually go away. For example, Ruth pointed out the Strong Workforce grant may not be around next year. Nenagh explained when a grant runs out a tenure-track position will automatically move to general funds and the job does not change; if it is not tenure-track, the position is closed when the grant is over.
 - ii) Erik asked about the meaning of a vote for these positions. Nenagh responded that it is an advisement to management, which has no weight or power; senate is a recommending body.
 - iii) Jolie noted that there is a big difference between categorical funding, which does not go away, and grant funding, which does go away.
 - iv) Nenagh described an alternative option: Put all positions, except legally mandated ones, in one list regardless of how they will be funded, and vote. When management goes down our list, the expectation would be that they would be able to go further down the list if categorical ones are prioritized within the top few.
 - v) Concerns about this alternative plan brought up by Jolie, Angie, and Chuck: People may not prioritize positions knowing they have other funding; categorical funds do not have to continue year after year.
 - vi) Nenagh will write up these two options for the next Council meeting to be voted on as a possible number VI.
 - 2) Suggested Criteria for Prioritization – no changes were suggested.
 - 3) Ground Rules
 - a) Third bullet down add: “A draft ballot sheet including times for discussion will be sent for review before the prioritization meeting.”
 - i) Erik – This will clarify how long each discipline has for their representative to speak.
 - ii) Cynthia – Art and Art History share a program plan, but are considered separate disciplines.
 - iii) Wording thus changed to “discipline” in previous sentence for clarity; each discipline gets 3 minutes for one request with a maximum of 6 for more than one.
 - b) Last bullet – “No names on the ballot” is against the Brown Act and thus, names must now be on each ballot. Senators are voting on behalf of the public and cannot vote in secret.
 - c) Add a bullet: “Members must be present throughout the Joint Council meeting in order to be eligible to vote.”
 - 4) Joint Council for prioritization is on Oct 29 at 2:30 – 5:00 PM (place TBD)
 - 5) Oleg will provide data for prioritization and present it at our next Council meeting.
 - a) On the Program Plan Data Review (PPDR) report that we usually receive, cross-listed classes will be added as one class, not repeated for the data, in order to be more accurate.

- b) On the PPDR, the percentage of full-time faculty will continue to take into account people on sabbatical or release time.
 - c) On the PPDR Summer Session is always included.
 - d) A column for classroom occupancy will be added to the PPDR, with Council's agreement, given as a percentage; members requested this should be the class CAP number and not the room size that is used. Nicole's concern is that some of their classrooms have to account for space for cameras and lights for their room capacity.
 - e) Erik asked if the Dual Enrollment classes can be taken out of the PPDR because some have low enrollment that affects a number of things, efficiency for example. Oleg's response when asked was that it is too complicated; instead faculty are encouraged to do their best with the data in Tableau in terms of dual enrollment when advocating for a full-time faculty position.
 - f) Council agreed to keep the following other data handouts for prioritization: Number of degrees and certificates awarded; number of students who have declared a major (note from Jolie: this can be very inaccurate data); a guide for data use for faculty prioritization from Oleg.
- 6) All four data handouts will be posted on the AS website by October 11 ready for Oleg's presentation at Council on October 15.
- D. Moorpark College 2019-2020 Annual Work Plan – postponed for a future meeting.
- E. AB 7120-B and C: Recruitment and Hiring - College Presidents and Academic Administrators
- 1) Please read these documents.
 - 2) Postponed for a future meeting.

VI) Reports

- A. Officer Reports – none
- B. Faculty Liaison Reports – none
- C. Co-Chair Reports – see handout on AS website

VII) Announcements

- A. Academic Senate Area C meeting: October 12, 9:00 AM – 3:00 PM, Rio Hondo College
- B. Moorpark Town Hall: October 17, 2 – 3:30pm, CCCR (accreditation, budget, and resource needs)
- C. Academic Senate Plenary: November 7 – 9, Newport Beach

VIII) Adjournment

Meeting adjourned at 4:05 PM