

Moorpark College Academic Senate Council Minutes (Draft)

Tuesday, February 4, 2020, 2:30 – 4:00 PM in the Campus Center Conference Room

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.*

See all handouts here on the [Academic Senate \(AS\) website](#)

I) Public Comments

- A. Vance Manakas – Thank you to all who attended the grand re-opening of the gym. See the MC website for photos of this event. If you would like a tour, please let me know.
- B. Jolie Herzig
 - 1. We have a new club on campus, called Delta Alpha Pi, for people with disabilities, and also an honor’s society for students with at least a 3.1 GPA.
 - 2. Wednesday night we had an informational night for parents; this also helps inform students who have an accommodation of how to best interact with faculty. Renée Butler, Jeremy Kaye, and Ed Garcia were on the faculty panel.
 - 3. March 25 is the next informational night for parents at 6:30 PM.
- C. Nicole Block – MC Career-Week is in March. We are looking for professionals in entertainment. Contact Nicole by email: nblock@vcccd.edu
- D. Nenagh Brown– Aspen awards: MC moved to the next round for this award. We believe it is down to about 25 colleges. The next step is an interview by phone, based on MC’s application. This will narrow it down to 10 colleges which will be nominated as finalists. One of these ten colleges will be the winner. Congratulations thus far!
- E. Steve Hall – An AFT meeting will be held today after our meeting, in the CCCR, at 4 PM.

II) Approval of Minutes

- A. January 21, 2020
 - 1. **Motion to approve the minutes made by Sydney Sims and seconded by Dani Vieira.**
 - 2. Discussion: Under Unfinished Business C. 3. Sydney made a clarification, with the help of Cecilia Nguyen, regarding having a student rep on each of the 8 standing committees.
 - 3. **Voted to approve the minutes with Cynthia Minet abstaining.**

III) Unfinished Business

- A. AS Council and Standing Committee membership updates – Renée Butler
 - 1. **Motion to approve the updates to the AS Council and Standing Committee membership made by Jolie and seconded by Chuck Brinkman.**
 - 2. Fiscal Committee: Jeff Baker is the rep for English and Kara Lybarger-Monson is the alternate; John Loprieno is the rep for Performing Arts; Silva Arzunyan is the rep for ACCESS. Professional Development Committee: Traci Allen is the rep for Counseling and Pablo Diaz is the alternate.
 - 3. **Voted to approve these updates, passed unanimously.**
- B. AS Election Workgroup report – Erik Reese
 - 1. The recommendations from the workgroup were reviewed including additional rules for senate elections and descriptions of duties.
 - 2. Additional details beyond those in the Constitution and By-laws for the current set of officer duties was discussed, noting that duties are at the discretion of the Academic Senate President.
 - 3. Co-chair job descriptions are also described to give an idea beyond what is in the by-laws.
 - 4. This is the first reading of the election rules.

5. The recommendation was to vote on each item, one by one.
 6. To change the By-laws there needs to be a 2-week notice and a 2/3 vote.
 7. Term limits are the same for both officers and co-chairs: three consecutive 2-year terms. A holder can take a term off, and then they can return.
 8. Nenagh – Referring to Term Limits (#4), Mary Rees stepped down as AS President after convocation, thus Nenagh was AS President for less than half a term.
 9. **Chuck moved to have the vote of AS election rules to be “in bulk”, seconded by Dalila Sankaran.** (note: this is a vote on *how* we are going to vote.)
 10. Discussion: Nenagh suggested that it would be better to do this at our next ASC meeting so we can go back to our constituents; this is the first reading.
 11. Marnie Melendez would like to vote section by section instead of in bulk. Write-in candidates should be allowed.
 12. **Chuck withdrew his motion** as this is the first reading.
 13. Nenagh – This will be brought back to the next ASC meeting to be voted on.
- C. Guided Pathways Scale of Adoption Assessment (GP SOAA) Traci Allen
1. Traci went to all committees – This is a collective document of what committees and departments have told her.
 2. March 1 this document goes formally to the state Chancellor’s office. It goes to our BOT at its February meeting as an information item.
 3. The 4th pillar was in need of input at the first reading at Council. Ensuring student learning: we now have several items here on our SLOs, PLOs, GPS, counseling, study abroad, student workgroups, etc.
 4. Cynthia Minet asked what does Scale of Adoption mean? Traci – It means that this is implemented for every student on our campus. It is our own self-assessment of our own campus-wide programs.
 5. Nenagh - Beth Miller will give a report to ASC to show where MC is with the maps.
 6. **Motion to adopt this GP SOAA document made by Jolie, seconded by Marnie.**
 7. Cynthia asked about Beth. Traci – Beth is overseeing the mapping; she sat on the ASC as a liaison, but she has stepped down from that position. Nenagh – This liaison position was very valuable to make sure ASC was all up to date on GP, but now she is moving on.
 8. **Voted to adopt the GP SOAA document unanimously.**
 9. Nenagh – Thank you to Traci!

IV) Informational Items

- A. BP/AP 5220: Shower Facilities for Homeless Students – Nenagh Brown
1. Nenagh - The state passed a law that says the college must provide showers who are homeless, for any student, not just if they have 9 units, but any student who is enrolled, has paid their fees, and is in good standing.
 2. Vance – We have people come in to utilize our showers, but we do not provide soap and towels. As long as the gym is open, the showers are available. We do not turn anyone away.

V) New Business

- A. Open Education Resources/Zero Textbook Cost (OER/ZTC)
Presentation by Cindy Sheaks-McGowan, OER Faculty Liaison
1. Zero Textbook Cost means no cost to the student, but can be a cost to the college.
 2. Open Education Resources is one way we can go about to find ZTC textbooks.
 3. ASCCC OER Initiative has committed funds to help support this.
 4. Since 1977, textbook costs have increased three times the rate of inflation.

5. This Spring 2020 semester, MC has 172 courses that are listed as ZTC courses.
 6. These are not only on-line courses. The textbooks can be digital online books, with an option to print out a hard copy. ACCESS can print copies for special accommodations.
 7. Several faculty shared about their ZTC courses: Deanna, Dani, Felix, and Renée.
 8. OER/ZTC aligns with GP ensuring learning for students, and faculty can customize the online textbooks for their courses.
 9. Zero cost pathways impact all students in a positive way, especially the underrepresented students.
 10. Many of the Open Stax textbooks are already available on CANVAS.
 11. Currently, of MC's courses, 8.6% are designated ZTC courses. We would like this to increase to 20% by 2023.
 12. Cindy can help faculty and departments with ZTC courses and can help find funding. There are many resources on the handouts on the AS website.
 13. Erik – Let your department chair know of your ZTC courses to help inform students.
 14. Tiffany Pawluk asked if all materials for a ZTC sections so that they can be properly marked on the schedule of classes and enable students to make informed decisions.
 15. Christy Douglass – The CVC-OER is providing funding for ZTC textbooks and looking for peer-reviewers.
 16. Nenagh – Thank you Cindy for your report!
- B. Great Teachers Seminar (GTS) – Erik Reese
1. Faculty going through tenure are prioritized to attend.
 2. Nenagh - We receive money for this seminar for faculty to attend; this amount increased from \$5000 to \$10,000. This is controlled by the AS. We should inform our deans to help share this opportunity, but we do not want an administrative signature.
 3. A concern is prioritizing according to the order in which they are received.
 - a) Renée's concern is about the date stamped, first come, first served. Faculty may be teaching at the time the email goes out, or for other reasons, cannot reply quickly.
 - b) Deana suggested to give faculty one-week notice, then prioritize the applications. Vance also agrees with this suggestion as some faculty do not respond immediately.
 - c) Erik - We can try putting in a date that applications need to be turned in by.
 - d) Tiffany suggested to randomize the order.
 4. Nenagh concluded – We will come back to this at our next ASC meeting.
- C. Academic Senate Annual Awards
1. Postponed for a future meeting.
- D. Introduction of Vice-President of Business Services: Dr. Jennifer Clark
1. Jennifer introduced herself. She is currently the Budget Director for VCCCD at the district office. Before that she was the College Fiscal Services Supervisor at Oxnard college. And, before that, she worked in K-12 education for more than 20 years, starting as a teacher. She also was an adjunct through her graduate program. She holds a doctorate in Education Technology. Her focus and interest is on how technology changes the teaching environment and improves collegiality.
 2. Interview process for this VPBS position: Normally there is one interview with a variety of people for about 45 minutes to an hour. The VCCCD has now changed the interview process for this VP-BS position to match a classified manager position rather than an academic manager position as it was treated before. For Jennifer, this interview process was similar to when she applied at Amgen as a trainer and professional development director. It was about half a day, meeting with different groups through out the day. The Administrative Council was the first group she met with for 45

minutes. Next, the Student Ambassador gave a 1/2-hour campus tour. However, Jennifer asked the student to visit her favorite places. She took her to the Library to see the 3rd floor tutoring center, and to the Food truck. Next, she met with Business Services, and ended with the Executive group for an hour.

3. Nenagh– We will find out soon when Jennifer will start here full time. Welcome Jennifer!

VI) Reports

See handouts on AS website

A. Officer reports

1. Treasurer – Ruth Bennington
 - a) Academic Scholarships: \$1500. This includes 3 scholarships, \$500 each. An email went out to faculty with the nomination form. Please nominate students.
 - b) Volunteers are needed to be on the committee to read the applications and vote, but that makes them ineligible to nominate students.
 - c) Volunteers: Vance, Felix Masci, and Christie volunteered. Thank you!
2. Secretary - Renée Butler – no report.
3. VP – Erik Reese – no report.
4. President – Nenagh Brown
 - a) AP 7120 A & B College President and Academic Management hiring processes. This AS Council passed an update to the APs, stipulating the faculty on the committees must be tenured. So did OC and VC's AS Councils and it went through DCHR although the new Vice Chancellor did not allow a vote. The Vice Chancellor agreed to forward the recommendation to the Chancellor for consideration by the BOT but he reported at the following DCHR meeting that the Chancellor's Cabinet had not supported the recommendation and hence it would not be forwarded. Nenagh is asking for a written explanation from the Chancellor of his reasons not to forward the recommendations but we have not yet received this.
 - b) Student Late Payment Workgroup: At our discussions in Council on the Enrollment Management plan members expressed their concern that so many students being dropped for late payment. In response Nenagh requested that the district committee for student services created a workgroup to discuss this issue; Damien Pena (VC's VP-SS) and Nenagh are co-chairing this group of 10 members. This month they are researching what the VCCCD policy is on this issue and how it carries this out, along with what other CA colleges do on this issue. It will report out to the committee with its recommendations next month.
 - c) ASCCC Plenary is April 15-18 – There are enough funds for the officers, and two more positions. Faculty can see what AS looks like at the state level. Let Nenagh know if you are interested in attending.

B. Faculty Liaison Reports

C. Governance Committee Co-Chair Reports

VII) Announcements

- A. Annual Strategic Planning Retreat: March 20, 8 AM – 4 PM, Wood Ranch Golf Club
- B. Academic Senate for California Community Colleges (ASCCC) Area C Meeting: March 28, LA Southwest College
- C. ASCCC Plenary: April 16-18, Oakland

VIII) Adjournment

Meeting adjourned at 4:02 PM

ACADEMIC SENATE COUNCIL REPRESENTATIVES 2019 – 2020

POSITION	NAME	Present	POSITION	NAME	Present
ASC President	Nenagh Brown	NB	Library	Mary LaBarge Danielle Kaprelian	ML
ASC Vice President	Erik Reese	ER	Life Sciences	Jazmir Hernandez Audrey Chen	JH
ASC Secretary	Renée Butler	DRB	Mathematics	Chris Copeland Curtis Paul	
ASC Treasurer	Ruth Bennington	RB	Media Art / Comm Studies	Jenna Patronete Nicole Block	JP/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	
Behavioral Sciences	Dani Vieira Kari Meyers	DV	Social Sciences	Matthew Morgan Susan Kinkella Rex Edwards	MM/RE
Business Administration	Josepha Baca Reet Sumal	JB	Student Health Center	Sharon Manakas Silva Arzunyan	
Chemistry / Earth Sciences	Tiffany Pawluk Deanna Franke	TP/DF	Visual Arts	Svetlana Kasalovic Cynthia Minet	CM
Child Development	Cindy Sheaks-McGowan Shannon Coulter	CSM	World Languages	Perry Bennett Alejandra Valenzuela	
Counseling	Chuck Brinkman Jodi Dickey	CB/JD	Part-time Faculty Representative	Felix Masci Dan Darby	FM/DD
EATM	Gary Wilson Cindy Wilson		AFT Representative (non-voting)	Hugo Hernandez	
English / ESL	Sydney Sims Jerry Mansfield	SS	CTE Liaison (non-voting)	Christy Douglass	CD
EOPS	Marnie Melendez Angie Rodriguez	MM	GP Liaison (non-voting)		
Health Education / Kinesiology	Remy McCarthy Adam Black		Student Liaison (non-voting)	Cecilia Nguyen	CN
Health Sciences	Michelle Dieterich Dalila Sankaran	DS	Committee Co- Chairs (non-voting)		
Guests: Traci Allen – Counseling/GP; Dr. Jennifer Clark – VP BS					