

Moorpark College Academic Senate Council Minutes (Draft)

Tuesday, March 3, 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. Cindy Sheaks-McGowan
 - 1. The Child Development Center/Lab School had its National Association for the Education of Young Children (NAEYC) accreditation visit in February and it passed with flying colors! Only 8% of early childhood programs in the country reach this level of distinction. The quality experience provided in our CD Lab is critical to the success of our Child Development instructional program and students!
 - 2. It is Open Education Week. There are activities and celebrations taking place all week across many countries. Many local events are planned at CSUCI; others across the country and globe are accessible online. Refer to the e-mail sent to all faculty and staff for more information.
- B. Christy Douglass – The 5K food pantry fundraiser is this Saturday; we are looking for volunteers.
- C. Vance Manakas
 - 1. Student health coordinator Sharon Manakas will challenge anyone at the 5K run.
 - 2. Basketball game this Saturday with a chili-chef after the game at the Manakas home.
- D. Tiffany Pawluk – Announced the Chemistry Conference is this Saturday, with a Zoo tour.
- E. Cecilia Douglass
 - 1. Raider X is at the end of this semester. We are looking for speakers; email Kris Hotchkiss.
 - 2. The ASMC elections are open now for the next school year.
- F. Erik Reese is in Sacramento at a legislature conference.
- G. Congratulations to all faculty who are newly tenured!

II) Approval of Minutes

- A. February 18, 2020 – Renée Butler
 - 1. **Motion to approve the minutes made by Chuck Brinkman and seconded by Cynthia Minet.**
 - 2. Discussion: Sydney Sims corrected a spelling error. Nenagh Brown corrected several details.
 - 3. **Voted to approve the minutes as corrected with Michelle Dieterich abstaining.**

III) Unfinished Business

- A. AS Council and committee updates – Renée Butler
 - 1. **Motion to approve the updates to the AS Council and Standing Committee membership made by Marnie Melendez and seconded by Dani Vieira.**
 - 2. Fiscal Planning Committee: Kara Lybarger-Monson is the alternate for the English department; DE Committee: Jackie Lepeau is the representative for the Library; AS Committee: Scarlet Relle is the alternate for Phys/Ast/Engr/CS department.
 - 3. **Voted to approve these updates; passed unanimously.**

- B. AS By-Laws and Election Rules update – Nenagh Brown
 - 1. The updates were presented at the last AS Council meeting.
 - 2. There needs to be a 2-week notice to our membership to make updates to the by-laws. Council can now vote on them.
 - 3. **Motion to adopt the amendments to the by-laws and adopt the new Elections Rules that update the elections processes for both Senate officers and standing committee faculty co-chairs made by Sydney, seconded by Ruth Bennington.**
 - 4. **Voted to adopt these updates to the by-laws, passed unanimously.**
 - 5. Many thanks to the Senate Elections Workgroup: Marnie, Tiffany, Ruth, Erik, and Dani.

IV) New Business

- A. Election for AS President, 2020-2021
 - 1. Erik accepted his nomination and his statement is on the website.
 - 2. There was another nomination; however, it was not accepted.
 - 3. Final call for any further nominations from the floor.
 - 4. Vote on the distributed paper ballots with voting members' names on them. Members can vote yes or no for the one person running or they check the box if wish to abstain.
 - 5. Count of the 21 total votes: 20 Yes votes, 0 No votes, 1 abstention by Nenagh.
 - 6. Congratulations to Erik Reese.
 - 7. Officers did try to get others to run, but no other faculty were willing to stand. Reasons: Timing was not right; not at that experience level yet.
 - 8. Vacancy for VP – Call for nominations will be sent out by email on March 4. The election will be held on March 17 for VP. See the election website on AS website for information.
 - 9. Discussion:
 - a) Chuck – This new election is for one term? Yes.
 - b) Nenagh – We are trying to make this process more transparent.
- B. Guided Pathways mapping update – Dr. Beth Miller
 - 1. A team was established in the Fall 2018 semester, with research and templates, and the start of a pilot program.
 - 2. Since then, 115 maps have been made, and come from every discipline. Revisions have been made to make it clear for students.
 - 3. There will be a QR code for students to use once it is up and running on the website.
 - 4. Questions received from administrators:
 - a) “If these maps are going to be used by the students, what else do students need?”
 - b) “Would a list of recommendations from the faculty, the most commonly used course to meet these GE areas, or the most successful course within that GE be helpful?”
 - 5. Students can access these maps from the website, which is modeled after San Joaquin Valley College’s website. Paper maps will also be available for distribution.
 - 6. Feedback from ASC:
 - a) Ruth – We need a definition of what is meant by “successful.”
 - b) Matthew Morgan – Is this helpful? Not according to my standard.
 - c) Chuck - What is successful for one person may not be for other people; they may want to choose other classes.
 - d) Sydney – Success is defined by the instructor.

- e) Cynthia – There is a breadth of subjects.
 - 7. Nenagh – Hearing from ASC: The maps should not be more descriptive. Some faculty created most of the maps; some faculty met with the counselors and put in their recommendations. Counselors looked at maps for any errors. Accessibility was checked.
 - 8. There was student input from both Matthew’s philosophy class and Ashely Lajoie’s counseling class.
 - 9. An email was just sent to ASC members from Renée with a link so you can see the maps.
 - 10. Tiffany - We need to advertise these maps to students. Beth – We can have them on their canvas sites.
 - 11. Cynthia is interested in how specific the maps need to be.
 - 12. Nenagh –These maps are going to revolutionize students’ lives. Thank you very much to Beth for making this vision a reality.
- C. Resolution in favor of Open Educational Resources (OER) – Cindy Sheaks-McGowan
- 1. Last week the SEA committee met and created a proposal for the ASC to pass a resolution in favor of OER. This shows our support for OER from the campus.
 - 2. The proposed resolution was read by Cindy (see AS website)
 - 3. **Motion to approve this resolution in favor of OER made by Vance, seconded from Jolie Herzig.**
 - 4. Discussion from Josepha Baca and Jolie to make a change to the resolution: Include “zero or low cost” in the third Whereas, and in both Resolves.
 - 5. **Voted to approve this resolution by all except one nay by Perry Bennet.**
- D. *Decision-Making Handbook* Workgroup – progress report
- 1. Postponed for a future meeting.
- E. Academic Senate Scholarships update – Ruth Bennington
- 1. The deadline for students to apply for MC scholarships has been extended through March 6. There is still time to nominate students.

V) Reports

See handouts on AS website

A. Officer reports

- 1. President – Nenagh Brown
 - a) We are planning on how to respond to the Coronavirus. The VCCCD Chancellor sent an email. Our President will also be sending an email. We want to make sure we are ready as possible.
 - b) If our campus does get shut down by the threat of this virus, how can we ensure we continue with our courses for our students and what resources do we need?
 - c) Matt Calfin came to Council to hear ideas from faculty, especially with DE, educational continuity, and best practices.
 - i) Matthew – Will we receive a waiver to make our classes hybrid? Yes.
 - ii) Deanna Franke – We need cameras so we can do a lecture from home on paper.
 - iii) Ruth – Many faculty do not teach online and do not even use Canvas. How will the college bring them up to pace? Matt – We have trainings scheduled for Canvas. Over

300 faculty have completed the DE course to teach on line, and could help other faculty.

- iv) Josepha – We rely heavily on adjuncts who do not have as many resources as full-time faculty. A “tool chest” of resources and how to use them could help faculty teach online.
- v) Perry asked how much notice will we have if there is a shut-down? Matt responded that it is not our decision so we do not know nor how soon will it occur. Everyone has a Canvas shell; it is available for all to access.
- vi) Jolie commented that some people live in areas without access to Wi-Fi.
- vii) Remy commented that the Canvas support is very helpful.
- viii) Marnie – If the campus is shut down, can we still come to our office? No.
- ix) Perry – Confer Zoom is a useful tool to do a live chat with students.
- x) Ruth – Try to post documents that can be read by a screen reader.
- xi) Cynthia asked about the longevity of the shut down, and if students will lose money?
- xii) Matt – Ventura County makes the call of how long a shut-down will last. The state chancellor said the shut-down would not have a direct financial impact on the college. How to work with students is the main concern.
- xiii) Vance – There is a concern for lab and activity components to courses.
- xiv) Deanna asked if the course can go into another term to finish the class?
- xv) Josepha – All of our classrooms should be equipped with sanitization. Matt – Julius will communicate how often each classroom is cleaned, and make sure hand sanitizers are working and more are installed.
- xvi) Nenagh – Pisces on Canvas allows you to have a group meeting. Should we have trainings for this? Yes
- xvii) Hugo – Faculty who will be training other faculty should be compensated.
- xviii) Kari Meyers agreed to help faculty learn how to use Canvas.
- xix) Nenagh – If you have a fever, do not return to work until 24 hours without having a fever without medication. The preparation for this shut-down is the same as preparation for another fire. If a faculty feels that it is not appropriate to put their class online, they do not need to, and AS will support this. This is our academic choice as individuals.

- B. Faculty Liaison Reports
- C. Governance Committee Co-Chair Reports

VI) 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
- D. AS End-of-Year Brunch: May 11, 8 – 10am

VII) Adjournment

- A. 4:05 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		Life Sciences	Jazmir Hernandez Audrey Chen	
ASC Secretary	Renée Butler	DRB	Mathematics	Chris Copeland Curtis Paul	
ASC Treasurer	Ruth Bennington	RB	Media Art / Comm Studies	Jenna Patronete Nicole Block	
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
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	PB
Counseling	Chuck Brinkman Jodi Dickey	CB	Part-time Faculty Representative	Felix Masci Dan Darby	FM
EATM	Gary Wilson Cindy Wilson		AFT Representative (non-voting)	Hugo Hernandez	HH
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	RM	Student Liaison (non-voting)	Cecilia Nguyen	CN
Health Sciences	Michelle Dieterich Dalila Sankaran	MD	Committee Co- Chairs (non-voting)		
Guests:					