

Moorpark College Academic Senate Council Minutes

Tuesday, August 19, 2014, 2:30-4:00pm in Admin 138

STANDING MEMBERS						Guests
POSITION	NAME	PRESENT	POSITION	NAME	PRESENT	
ASC Pres	Mary Rees	X	EATM	Gary Wilson	X	
ASC V.P.	Nenagh Brown	X	Health Education/Kinesiology	Jeff Kreil		
ASC Secretary	Nathan Bowen	X	Health Sciences	Jamee Maxey Alt. Dalila Sankaran		
ASC Treasurer	Mary Mills	X	Library	Mary LaBarge	X	
ACCESS	Melanie Masters	X	Life Sciences	Jazmir Hernandez	X	
Athletics	Howard Davis	X	Mathematics	Phil Abramoff	X	
Behavioral Sciences	Dan Vieira	X	Music/Dance	James Song	X	
Business	Reet Sumal	X	Physics/Astronomy/Engineering	Scarlet Relle Alt. Erik Reese	X	
Chemistry/Earth Sciences	Deanna Franke	X	Social Sciences	Hugo Hernandez	X	
Child Development	Kristi Almeida	X	Student Health Center	Sharon Manakas	X	
Comm Studies/Theater Arts/FTVM	John Loprieno	X	Visual & Applied Arts/Media Arts	Christine Marx	X	
Counseling	Traci Allen	X	World Languages	Raquel Olivera		
English/ ESL	Sydney Sims	X	Curriculum Chair (non-voting)	Jerry Mansfield	X	
			<i>Student Liaison</i>			

Quick Recap

Topic	Discussion/Comments	Action
Standing Committees	Each division has provided representatives to serve on various standing committees. The changes from previous years were noted, and the council voted.	Approved
President's Report	Updates on various topics presented. We are in a growth mode and are trying to reach our projected growth.	N/A
Docs for review	Academic Senate goals for 2014-15, Making Decision Document, MC Academic Senate By-laws and Constitution	Please review documents and return with input

2:30 pm—Call to Order

I) Public Comments (Those wishing to make public comments must be in attendance before 11:30am)
There was discussion about the food policy on campus.

II) Approval of Minutes

- a) May 6, 2014 – **approved unanimously**
- b) General Meeting, August 15, 2014 – **approved unanimously**

III) Reports

- a) Committees
 - i) CurCom, Fac/Tech, Prof Dev, Fiscal and EdCAP
- b) Officer Reports
 - i) Treasurer
 - (1) At the end of this year, our number will be close to \$0 at the end of this year. Bricks are awarded this year. They are awarded every other year for faculty and administration that have taught 50 semesters. We will look to Moorpark College foundation to help with funding this. We must keep our budget balanced, since we do not borrow from the college.
 - ii) Secretary
 - (1) Our documents are currently not up on the college site for this meeting and the last, due to the new college website infrastructure changes and permissions issue. Documents will be posted starting Thursday, August 28th.
 - iii) Vice President

- (1) Bricks are due to be awarded this year, initiated by the Senate to commemorate faculty who have taught for 50 semesters (both full time and adjunct). This is self-disclosing since it is difficult within the district to track this information. Moorpark currently does not have an equivalent type of award-s for Classified, which we would like see changed.
 - (a) Comment: It might be worth revisiting service awards given at compulsory flex day for part-time faculty, in line with those that full-time faculty receive for five, ten, twenty years etc.
 - (2) Revisiting Distinguished Faculty Chair award: we are interested in forming a workgroup to think about how and when the awarding process takes place.
 - (a) Melanie Masters, Sharon Manakas, and Nenagh Brown will meet to discuss ideas to present to the committee.
- iv) President
- (1) Welcome Week
 - (a) Generally, consensus is that the event was a huge success.
 - (b) Students particularly liked being able to talk to faculty informally.
 - (c) We hope next year the Welcome Week will not overlap with Flex Week.
 - (2) District website outage
 - (a) The site was down, along with D2L on the first day of class.
 - (b) D2L has some changes, both in terms of email structure and the new 'lite' course shells. Please take advantage of trainings to become acclimated.
 - (3) Grades First
 - (a) Those who have used it have really like it. We are lobbying for more training sessions to help faculty leverage this new effective resource.
 - (4) Student grievances
 - (a) We're looking for faculty to serve on this committee. Please get in touch with Mary Rees if you can help. Good listening skills are necessary for this service.
 - (5) Co-Chair Committee meeting
 - (a) We will begin meeting. The intent is once a month.
 - (6) Faculty new hires
 - (a) 16 new full-time faculty were hired, which is exciting.
 - (b) The rationale for more hires is to help increase the number of sections and courses, thus increasing FTES. The pressure point is to match the growth that is projected, on which much of the college's funding hinges.
 - (7) CalSTRS
 - (a) For a variety of reasons, there is a huge debt, for which they need to compensate going forward.
 - (b) This will be a long-term impact; money will come from faculty salaries and from the District.
 - (8) FTES
 - (a) Within safety and pedagogical reasoning, we are encouraged to add students to grow the college and accommodate students at this time.

IV) Unfinished Business

- a) Academic Senate goals for 2014-15; additional topics discussed for inclusion in this year's goals
 - i) Emergency preparedness
 - (1) This is a new effort to ensure that faculty are part of the planning process for emergency preparedness. In the past faculty have not a direct voice in this process.
 - ii) Recognition of professionalism
 - (1) Concern about needing to 'clock in' and report how many students are visited. It decreases morale, feels top-down.
 - iii) Campus emergency planning committee (as well as Fac/Tech Committee)
 - (1) This is where decisions about the Lync phone system were discussed.
- b) MC Academic Senate By-laws and Constitution
 - i) Please get feedback from your departments about these documents
 - (1) Suggestion: a summary or 'white paper' might help senate members differentiate between previous versions and the current proposed version.
- c) Review and update Making Decision Document
 - i) This is an ongoing process, and input is welcome.
- d) MoU with LaVerne
 - i) Tabled, as there is no news on this.

V) New Business

- a) **Discussion of proposed changes/updates to Standing Committees as reflected in the Making Decision Document**
 - i) We do not have a student rep for Student Success and Equity Committee. We should have one.
 - ii) District HR requested to have a seat in the Student Success and Equity Committee for AFT, but it has been made clear that all committee representation is a faculty-driven decision.
 - iii) Distance Ed is currently set up as an advisory committee to the EVP. It is proposed to make this a standing committee with uniform representation (rather than just people that are interested).
 - (1) Concern: staffing committees is already an issue.
 - (2) Concern: we do need to have a venue where there is an advocate for accommodating accessibility for all students online. There are significant legal ramifications if we do not provide adequate services for all students for online and Distance Ed courses.
- iv) Professional Development vs. Faculty Development. Use more current term.

- (1) This has just one Classified Rep despite the new charge, and this will be discussed by the committee and brought back to Council during the semester.

HR emergency hiring changes

- b) Student Success and Student Equity Plans (AS Council vote at September meeting) – tabled.
- c) EdCAP gap analysis report – schedule
 - i) We would like to have a study session for EdCAP to present their findings from their gap analysis. We will schedule with them to present in ASC.
- d) Presidential hiring committee
 - i) The posting is open online and will run until October 19th.
 - ii) It will be the same hiring committee as last year.
 - iii) The Moorpark College Foundation will not be involved. They came and presented a very strong opinion at a BOT meeting in the previous hiring process.
 - iv) Concern: is there something being done to advertise the position better?
- e) Sabbatical Leave Procedures document review
 - i) This needs to be updated because the AFT contract has different wording.

VI) Future Topics for AS Council

- a) Adult Education Plan
- b) Facilities Master Plan
- c) Tech Master Plan
- d) Enrollment Management Plan
- e) District Policies

VII) Announcements

- a) September 19th (Friday) – Fall Fling