

# Moorpark College Academic Senate Council Minutes

Tuesday, September 30<sup>th</sup>, 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	Bernard Luskin Rex Edwards Summer Umstot David Umstot
ASC V.P.	Nenagh Brown	X	Health Education/Kinesiology	Remy McCarthy	X	
ASC Secretary	Nathan Bowen	X	Health Sciences	Jamee Maxey / Dalila Sankaran		
ASC Treasurer	Mary Mills	X	Library	Mary LaBarge	X	
ACCESS	Melanie Masters	X	Life Sciences	Jazmir Hernandez		
Athletics	Howard Davis	X	Mathematics	Phil Abramoff	X	
Behavioral Sciences	Dan Vieira	X	Music/Dance	James Song		
Business	Reet Sumal	X	Physics/Astronomy/Engineering	Scarlet Relle / Erik Reese	SR/ER	
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		World Languages	Raquel Olivera	X	
English/ ESL	Sydney Sims	X	Curriculum Chair (non-voting)	Jerry Mansfield		
			<i>Student Liaison</i>			

## Quick Recap

Topic	Discussion/Comments	Action
Smoking policy and E-cigarettes	E-cigarettes are not allowed on campus.	N/A
Sustainability study session	There is a desire for follow up discussion with campus at large.	Date for campus discussion TBA
Senate Representation	Motion for Remy McCarthy to serve as Health Education/Kinesiology representative	Approved
Student Success and Support Plan (1 <sup>st</sup> reading)	1) Work of our campus is correctly documented here. 2) Requests for revision: More clarity on DSPS (ACCESS) students; address coordination between colleges;	Feedback will be provided to draft authors; ASC reps should solicit feedback for next meeting.
Student Equity Plan (1 <sup>st</sup> reading)	Due to the extremely small sample size, we might not be able to successfully complete Item 3 (in exec summary), ESL and Basic Skills Completion.	Feedback will be provided to draft authors; ASC reps should solicit feedback for next meeting.

*In accordance with the Ralph M. Brown Act and SB 751, minutes of the Moorpark College Academic Senate 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.*

## 2:30 pm—Call to Order

- I) Public Comments** (Those wishing to make public comments must be in attendance before 2:30pm)
- Sharon Manakas – E-cigarettes are not allowed on campus.
  - Health Fair on campus today is well attended.
  - October is Domestic Violence Awareness month. Purple ribbons are available.
- II) Study Session** – Sustainability - David Umstot, Summer Umstot from the District Camarillo Office
- AB 32 – reducing carbon emissions to the level of the year 1990 by the year 2020
  - Prop 39
  - Sustainability Plan Outline
    - Reduce, reuse, recycle
    - Smart metering
    - Increased energy efficiency
    - Reduced Water usage
    - Reduced Storm Water Impacts
    - Production of Renewable Energy (Solar)
    - Greenhouse Gas Reduction

- d) Feedback and input
  - i) Desire to have a follow up discussion with campus at large.
  - ii) Comment: we are interested in knowing when this presentation will be presented to the BoT

### III) Approval of Minutes

- a) September 2, 2014 – tabled for next meeting not agenzied
- b) **September 16, 2014 – approved unanimously**

### IV) Reports

- a) Committees
  - i) CurCom, Fac/Tech,
  - ii) Prof Dev,
  - iii) Fiscal Planning
    - (1) Allocation model proposal
      - (a) Defined productivity of 525 for all three colleges for the model. The money had been flowing towards the group with the lowest productivity. This would be changed over several years with an increase to Moorpark of about \$500,000.
      - (b) Allow a 2% carryover.
  - iv) EdCAP
    - (1) Gap analysis has been released, with some very interesting findings.
    - (2) We will work on our gaps this year, so we can begin writing our self study this spring or summer.
- b) Officer Reports
  - i) Treasurer
    - (1) We are receiving the auto-deduct forms. This needs to happen with a deadline so that HR has the time to do their tweaking to make this happens. Checks work as well. Mary Mills would prefer a bunch, but she will take checks as they come.
    - (2) Budget information needs to be publicly available online. If handouts are created here, we need to scan them or upload the electronic files to the website.
  - ii) Secretary
    - (1) **Change of membership: motion for Remy McCarthy to serve as the new Health Education/Kinesiology representative. Unanimously approved.**
  - iii) Vice President
    - (1) Bricks are typically awarded every two years, in the fall. Nenagh Brown will take care of this next semester, due to workload.
  - iv) President
    - (1) There will be statewide meetings in Ontario, Oct 18 to discuss transfer degrees in diversity and global studies. If any faculty are interested in participating, please contact Mary Rees.
    - (2) There is continuing discussion regarding earmarking from reserves 8.1 million over three years for one-time expenditures.
    - (3) A bill has been signed which will allow identified community colleges to offer Bachelor's degrees in majors not offered by CSU. About half of the state has this, many of which are CTE-centric. Our BoT did not vote in favor of allowing or developing Bachelor's degrees on VCCC campuses. The Board vote was 3 to 2 against.
    - (4) AB 2558 – Professional Development bill that has monies available for colleges that have Professional Development committees for both faculty and classified has been signed. There is a significant amount of funding available for this and this route aligns with our Making Decision Document regarding Professional Development.
    - (5) I spoke at the Associated Students Retreat regarding new state policies.
    - (6) A new food committee will be set up to look at options, what current legal requirements are, what is fiscally available, and will be looking at six other campuses.
    - (7) The Basic Skills Plan is very similar to that which was reviewed by the Senate. The Basic Skills Plan is building around the cohort philosophy. There is also new work on acceleration. The Basic Skills Plan and new approaches will be presented at an ASC study session.

### V) Unfinished Business

- a) Student Success (first reading on the Student Success and Support Plan, draft 3)
  - i) Feedback
    - (1) Comment: it'd be nice to see DSPS (ACCESS) students and certain groups called out a little more in this document.
    - (2) Comment: it says this plan should address coordination between colleges, but this document barely addresses that.
    - (3) Comment: it needs to be cleaned up for typos.
    - (4) Comment: work of our campus is correctly documented here.
    - (5) Comment: question regarding on how DSPS should code their efforts. Can it be counted or is it double dipping? It can be counted.
  - ii) Budget (approx. \$800,000 total, and an extra \$800,000 now being promised but not included in this budget breakdown)
    - (1) DSPS counselor is not on the budget, and should be.
    - (2) There was a stipend-based proposal for faculty to get paid to mentor, but this was discouraged by the Union, saying that this needs to be addressed in the contract. Everyone is in agreement that this is a good thing, but it simply needs coordination among all parties.
    - (3) The online orientation videos are listed as a one-time expenditure, but it is possible videos may need to be tweaked or changed down the road.

- iii) ASC needs to approve this, but BoT does not.
- b) Student Equity
  - i) Budget allocations were based on giving us 31%. This year's allocation was based on PEL grants and FTES. This will be re-examined next year.
  - ii) There was a concern that due to the extremely small sample size, we might not be able to successfully complete Item 3, ESL and Basic Skills Completion.
- c) Elections for standing committee co-chairs
  - i) The proposed draft of By-laws and Constitution suggest that we have Standing Committee Co-chairs elected on an alternate year with ASC officers to provide continuity in faculty leadership. All co-chairs are set to renew next year, requiring elections for these this year as well as elections for AS officers. If we're trying to do elections staggered to generate continuity, then we need to tweak one of these groups to be moved to the following year. The proposal is to move the standing committee co-chairs to occur next year, meaning that current co-chairs would be serving three-year terms; alternatively AS officer elections could be moved to next year.
  - ii) Should there be a shadowing process, both for co-chairs and the AS president/officers? There is currently no formal training. If so we need to put any of these processes of our election timing into the draft By-laws and Constitution.
- d) Making Decision Document
  - i) Discussion on how many Classified positions should be included on the Professional Development Committee. Possibly two or three representatives, to allow for working groups for Classified on matters that pertained just to them. SCIU organizes the elections for such classified positions based on its contract language.
- e) ASC scholarships
  - i) Discussion about whether should we consider looking at the criteria for scholarships. Perhaps we could have categories: returning students, special groups, etc.
- f) ASC luncheon-tabled to next meeting
- g) ASC 2014-15 goals-tabled to next meeting
- h) MoU with LaVerne –tabled to next meeting

**VI) New Business-tabled to next meeting**

- a) Academic dishonesty
- b) Distinguished Faculty Chair Award

**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) October 13<sup>th</sup> – Sabbatical proposal deadline for tech review
- b) October 21<sup>st</sup> (Tuesday) – EdCAP gap analysis report – study session
- c) November 3<sup>rd</sup> – Final contractual deadline for Sabbatical proposals
- d) (TBD) – CALSTRS