

# Moorpark College Academic Senate Council Minutes

Tuesday, October 7<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	
ASC V.P.	Nenagh Brown	X	Health Education/Kinesiology	Remy McCarthy	X	
ASC Secretary	Nathan Bowen		Health Sciences	Jamee Maxey / 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 / Erik Reese	SR/ER	
Chemistry/Earth Sciences	Deanna Franke	X	Social Sciences	Hugo Hernandez		
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	X	
English/ ESL	Sydney Sims	X	Curriculum Chair (non-voting)	Jerry Mansfield		
			<i>Student Liaison</i>			

*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)  
 Phil reported that the clocks in the AC building were still not current.  
 President circulated the Senate Rostrum and the CCC Chancellor’s Office leaflet on student success

## II) Approval of Minutes

- a) September 2, 2014  
**Approved unanimously as presented.**
- b) September 30, 2014  
**Spelling errors corrected; approved unanimously.**

## III) Reports

- a) Committees
  - i) CurCom:
    - (1) Work going forwards on inactivation of old courses; any disciplines involved need to have a serious discussion of what they want.
  - ii) Fac/Tech:
    - (1) Concern expressed with Student Voice as being misleading about future Student Center, but if article read fully it was accurate.
    - (2) Concern that planned work for Veterans’ and Foster Youth in Admin Building/FH (?) was not done according to due process. Senate president met with college president and vice-presidents and process emphasized. Reaffirmed that plans for the two centers would go through the regular program plans – through Fac/Tech this fall. Senate president also hopes the college would consider setting up a “speed” system for situations like this in the future, when the state passes legislation that does not allow for the full timeline for college procedures.
  - iii) Prof Development:
    - (1) Committee made a resolution to thank its past faculty co-chair, Margaret Tennant, for her two years of work on behalf of faculty development. Resolution now noted by Senate Council.
    - (2) Committee will make a recommendation on how many Classified staff to include as members and on an updated charge for the committee.
  - iv) Fiscal: (Did not meet)
  - v) EdCAP:
    - (1) Co-chairs addressed meeting at 3.30 presenting the committee’s GAP analysis. The presentation will be on the Senate’s website to provide the information to all. Last year EdCAP focused on putting together a Gap analysis between the questions asked by the ACCJC and the current practice at Moorpark, as understood by the many teams working on different sections of this project. The final result was a document of well over a hundred pages but it reduces to about 40 gaps over the four Standards. The goal is to bring these to the relevant area’s attention in time

for them to confirm that the “gap” does exist (maybe is not documented clearly, etc.) and if it does for the area to be worked on before the college has to write its self-study. Most of the gaps are in Standard IIA: Student Learning Programs and Support Services. Eleven of the 40 gaps are in distance education.

- (2) Requests from co-chairs: please consider volunteering on one of the Standards groups; please read the 40 gap summaries and email any comments to them.
- vi) SLO:
- vii) Student Success and Equity:
  - (1) Large group going to SS conference this week.
- b) Officer Reports
  - i) Treasurer, ii) Secretary, iii) Vice President (No reports)
  - iv) President
    - (1) HR is asking to temporarily waive BP/AP for Spring 2015 semester. Due to the desire to add multiple classes for the semester they want to have an abbreviated system so they can hire the instructors that will be required. This suggests a more sensitive awareness by HR of the needs of the colleges. As the hires will happen before Jan 1 members of any hiring committees will not need to have gone through the new equity training.
    - (2) New Outreach Specialist joined our college: Jesus Vega
    - (3) Program plan meetings started.
    - (4) New faculty prioritization meeting proposed date: Tuesday, November 4, 2.30pm. Concern with conflict with Election Day?
      - (a) **Motion approved to go with November 4<sup>th</sup> as the date: 21 ayes, 2 nays Phil Abramoff, Mary Mills opposed.**
      - (b) Question: if Senator unable to attend for medical reasons how can they formally get an alternate?
      - (c) **Motion: if for long-term medical reasons a Senator is unable to fulfill their duties they should be able to notify the Senate president and the department should be able to appoint an alternative. Approved unanimously.**
      - (d) Senate president will bring procedural documents to next meeting, and confirm time and place.

#### IV) Unfinished Business

- b) Student Success and Support Program Plan
  - iv) As reported last meeting the college is getting an extra \$800,000 next year than was included in the budget attached to this document; we now expect to receive a total of \$1.6m.
    - (1) Senate president handed out additional projections for the budget from the administration, including an extra two new part-time counselors.
    - (2) A new extra IT position will be requested along with a data support IT position to back up the two IT specialists (for a total of three in IT).
    - (3) The College is also planning to request a new full-time dean and an admin assistant to support the position. It also requests a second outreach specialist with part-time clerical support. There is also interest in building online student support.
    - (4) Question: what about a counselor for ACCESS? Senate president brought this up and was told it does not come under student success. It is expected it will come up through the program plan to New Faculty Prioritization.
    - (5) Question: most of the money is going to counseling and classified positions rather than instructional work? This is because the Student Success money is coming from increasing the “scores” that result from the work of the counselors – more EdPlans, etc.
    - (6) Question: what would be the job description of a new dean and how would funding be allocated? Discussions by administration ensuing.
    - (7) Request: could administration provide figures in the budget projections? Salaries are public information and some of the figures could be informative and helpful on campus.
    - (8) President asked for feedback from the departments. Discussion took place about the exact definition of student success to receive state money, and the difference between student success and student equity. Student success covers many areas as defined by state, and includes success should be “for all”; this leads to expansion in the student equity document. In future these will be included in one document.
    - (9) Question: are we being asked to approve everything in this document, budget included, without it going through our due processes? (Program plans; Fac/Tech Committee, etc.) Approved by Student Success and Equity Committee and with consultation with counselors, etc. New faculty positions (counselors) will go through New Faculty Prioritization process in some way to be decided. Particular concerns expressed about the new dean, their responsibilities, and the continuance of the position’s funding.
    - (10) **Vote postponed; president will ask for further information on the questions raised by Council.**
- c) Student Equity Plan
  - iv) Targets specific groups who do not reach 80% of success numbers of student body as a whole.
    - (1) Budget amount to be distributed: \$396,000
    - (2) Focus on extra FT and PT counselor, a tutor specialist and more student tutors to reach beyond math and English
    - (3) Motion approved unanimously to extend meeting time by 10 minutes to continue discussion.
    - (4) Request: for itemization of numbers on budget.
    - (5) Question: are the groups self-identified? Yes.
    - (6) Question: as with the SS discussion this has not gone through official procedures so how can we vote to approve them and not the SS document?
    - (7) Question: isn’t some/all of this money already being spent? Yes.

(8) Question: what “regular” monies will this take from the college budgets to match these grants? What will happen if and when the grant funding ends? We don’t know either and won’t know before we spend the money – this is the nature of grants.

(9) **Vote postponed until next meeting for further discussion.**

- d) Elections for standing committee co-chairs
- e) Making Decisions Document
- f) ASC scholarships
- g) ASC luncheon
- h) ASC 2014-15 goals
- i) MoU with LaVerne

**V) New Business**

- b) Academic dishonesty
- c) Distinguished Faculty Chair Award
- d) Faculty prioritization
- e) Basic Skills Plan

**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