

Moorpark College Academic Senate Council Minutes

Tuesday, December 2nd, 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	Rex Edwards Wendy Berg
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	X	
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		
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)

- a) Thanks to all who attended the presidential forum. There is clearly input being received from students, faculty, and staff.
 - i) Suggestion: thanks to the hiring committee for their effort.
 - ii) Thanks to all who have picked up various tasks to keep college moving forward.
- b) ACCESS will be able to begin testing for disabilities again, on a very limited basis.
 - i) For now, it will be limited to students linked to various programs (Cal Works, students on probation, etc.), faculty referrals, etc. This is a step in the right direction.

II) Approval of Minutes

- a) November 18, 2014 – **approved with abstentions (Jazmir Hernandez, Melanie Masters, Nathan Bowen)**
- b) October 21, 2014 – **approved with one abstention (Gary Wilson)**

III) Reports

- a) Committees
 - i) Curriculum
 - (1) There is new language in English and math placements, as presented at DTRW:
 - (a) Placement is determined, not measured.
 - (b) Multiple measures are implemented, creating a process. The catalog language previously did not reflect this.
 - (2) General Education Level Outcomes (GELOs) gap analysis is forthcoming. The idea is to complete GELOs and Institutional Level Outcomes (ILOs) gap analysis this year for accreditation. Curriculum is establishing a schedule for the assessment of GELOs that parallels the SLO schedule. These will be brought forward to Senate for approval.
 - ii) SLO committee
 - (1) They are conducting a GELO-level gap analysis.
 - (a) They are checking to see whether GE classes have outcomes being assessed.
 - (b) The goal is to have these ready in the spring semester for broad campus discussion.
 - (c) Comment: the need is clear to departments to complete these, but perhaps more guidance from the committee would be helpful. Response: this is likely best achieved through individual appointment.
 - (i) Comment: would it be useful if there were a small guide of instructions that department chairs could have? Maybe Lisa Putnam wouldn't need to repeat herself?
 - iii) Student Success
 - (1) Several committee members attended the 2014 Strengthening Student Success Conference.
 - (a) New ideas that came from this conference are being discussed in the committee, and are forthcoming (see Flex Week below.)
 - iv) Professional Development
 - (1) Flex Week activities for Spring 2015

- (a) Thursday, January 8th
 - (i) Student success and equity planning for 2015-16, led by Student Success and Equity Committee and attendees of recent Strengthening Student Success conference. All invited to attend.
- (b) Friday, January 9th
 - (i) Two representatives from Bunker Hill Community College will present. This is the college where former Moorpark College President Pam Eddinger is now located.
 - 1. "Achieving the Dream"
 - a. Two representatives from Bunker Hill Community College will present, a dean and an instructor. This is the college where former Moorpark College President Pam Eddinger is now located and it has recently won a prestigious award for its success in 'Achieving the Dream', an East Coast equivalent to California's student success initiatives. After the main presentation there will be breakout sessions detailing some of the different initiatives they implemented for student success.
 - 2. Keynote speaker on distance education, Helping Students Success in Online Education, Pat James. It is a former English faculty and dean who has become a big leader in DE for California. She now works for the state Chancellor's Office.
 - (2) Building Bridges with CSUCI, December 5th – over 50 faculty members are participating. Breakfast will be provided. All are welcome to participate in helping to engage in departmental dialogues between Moorpark College and CSUCI faculty.
- v) Fiscal Committee
 - (1) Classified prioritization is going on now. This is typically done in the spring, but we are moving forward now because we have so many positions to fill. The timing is aggressive, but fits in our process. The impetus is to prepare for Student Success initiatives and meet our goals.
- vi) Fac/Tech
 - (1) Facilities master plan (10-year). Architects want to hear from each department. These calls will be going out next week, so be in touch with your department chairs. ASC Representatives, be sure to communicate this to your departments!
- vii) EdCAP
 - (1) No meeting.
- b) Officer Reports
 - i) Treasurer
 - (1) Autodeduct received was \$2275. Estimate was \$2300. Checks received were \$220. \$280 was the estimate.
 - (2) Suggestions: this could be mentioned to new faculty at New Faculty Orientation.
 - ii) Secretary
 - (1) No report
 - iii) Vice President
 - (1) Sabbatical Leave Proposals have been forwarded to the District review committee. There were many excellent proposals.
 - (2) Distinguished Faculty Chair
 - (a) Call for nominations will be going out soon. Closing date is March 2nd.
 - (b) This year we will start nominations now; in future Council has agreed we should start earlier in the Fall semester.
 - (c) Request: please actively think about nominations within each department. Who should be considered for this award?
 - (d) Nominations can be done anonymously, but typically the nominee is approached.
 - (3) Holiday baskets
 - (i) These are due Friday of this week!
 - iv) President
 - (1) Advertising campaign
 - (a) This is forthcoming, with the intent to gain FTES. \$250,000 budget.
 - (b) Strong request that future ad campaigns could include input from the college.
 - (c) This is a different approach than in the past to attract students to attend.
 - (d) Question: is this being outsourced, or is this just an internal group? Response: There are three people in the District who have advertising background: Claire Geiso, Dina Pielat and Janeene Nagaoka
 - (2) Ventura College is going through some fiscal challenges. The Board is being asked to approve moving \$200,000 to Ventura College. The intent is to help them do hiring so they can grow and meet their FTES numbers. The rationale is that the college needs to invest in faculty to be there in order to have the classes in order for students to register for those classes.
 - (a) President made the case that if Ventura College receives this money, then Moorpark College should also receive this money for our reserves as well, with the idea that all colleges hit bumps in the road.
 - (3) Enrollment management plan
 - (a) The number of high schools seniors is not going up.
 - (b) We need new programs in order to grow. For example, EMT program was approved today by Curriculum.
 - (c) Higher retention rate is another strategy. If we can retain students from Fall to Spring, there is potential for increasing FTES.
 - (d) VC Innovates: pathways at high school, where students take classes at high schools for college credit. This is categorized as dual enrollment. They count as our FTES.

- (i) Question: does this not undermine our goal for retention? Do students simply take a course through Moorpark and then lose them to UC and CSU schools? Response: these courses are functioning as teasers. In the end, our goal is to help them transfer anyway, so these initiatives are both self-serving to the college and also ultimately serve students.

IV) Unfinished Business

- a) Draft constitution and by-laws update and review process
 - i) We've made changes from the last meeting about the timing of voting committee co-chairs, and there are other changes to the original draft that have been made. These will be brought to the Senate's January meeting.
 - ii) Suggestion: we could do a final review of the draft constitution in January, and a separate review of the draft by-laws in February. We will plan to move accordingly.
 - iii) These final drafts will be presented for approval in March/April to the general Senate membership.
- b) Nominations for standing committee co-chairs
 - i) An email was sent to the campus for serving on standing committees as co-chairs. The President has already received emails from various faculty members interested in serving. Committees will be asked to forward recommendations.
 - (1) Curriculum, EdCAP, Student Success and Equity, Fac/Tech, Professional Development, SLO
- c) ASC scholarships
 - i) This is time-sensitive. Council members: please fill out these forms, inform the students they have been nominated, and then students can apply for the scholarship.
 - ii) There are no big changes since this was presented in September. Last year there were three scholarships last year of \$1000 each, but the quality of candidates was not as high as desired.
 - iii) **Motion to change wording to include 'up to three scholarships' to allow ourselves the option of not issuing scholarships if candidates are not up to standards. Approved unanimously.**
 - iv) **Motion to approve the scholarship amount from \$1000 to \$500. Approved unanimously.**
 - v) In our policy there is no limit to the number of students a faculty can nominate.
 - vi) In the Spring semester there will be a need for ad-hoc committee members. If you nominate, you cannot serve on the ad-hoc committee.
 - vii) Maria Perez-Medeiros from the scholarship office (located in Fountain Hall) is a great resource for students to learn how to fill out forms.
- d) ASC luncheon
 - i) There is a question about whether the timing of the luncheon in the calendar year is best. We traditionally do this during finals week, but for many this is a stressful time. We need to set the date early so that quotes and reserving catering can work. If there are suggestions, please send them to Mary Mills.
 - ii) We are frequently running at a deficit with this luncheon. Do we want to change the amount of admission?
 - iii) **Motion to change the cost of attendance to match the actual cost. Approved unanimously.**
 - iv) **Motion to continue the tradition of inviting Classified to attend the Faculty Luncheon gratis, but with RSVP. Approved with abstentions – (Phil Abramoff and Mary Mills)**
- e) AP4050
 - i) This is our second reading. We can clean up this document and bring it back to Senate for voting
- f) Making Decisions Document (Spring)
- g) MoU with LaVerne

V) New Business

- a) Faculty Obligation Number (Fac. Prioritization)
 - i) We probably will have 2-3 above our retirees. Right now there are two people who have put forward their indication of retirement.
- b) Part-time faculty initiative
 - i) \$2 billion in funds is available in the state, and there is an indication Gov. Brown will put it toward education. Also, Prop 30 may or may not be extended. These two factors are at play, creating the impetus for this initiative.
 - ii) Letter needs to go out before January, since Gov. Brown will make his decision then.
 - iii) Suggestion to set up a small committee to issue a statement of support of adjunct faculty for their needs.
 - iv) **Motion to draft a more generic letter that shows moral support for adjunct faculty, but does not specify strategies and rationale to move forward with union issues. Approved with one abstention – (Phil Abramoff)**

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) December 5-Baskets for Classified Luncheon
- b) December 5- Building Bridges Workshop CSU-CI
- c) December 11th – Classified Luncheon (11:30am-1pm)
- d) (TBD) – CALSTRS