

Moorpark College Academic Senate Council Minutes

Tuesday, March 3rd, 2015, 2:30-4:00pm in Admin 138

STANDING MEMBERS						Guests
POSITION	NAME	PRESENT	POSITION	NAME	PRESENT	
ASC Pres	Mary Rees	X	EATM	Cindy Wilson		Pres. Luis Sanchez Rex Edwards
ASC V.P.	Nenagh Brown	X	Health Education/Kinesiology	Remy McCarthy	X	
ASC Secretary	Nathan Bowen	X	Health Sciences	Jamee Maxey / Dalila Sankaran	DS	
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		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		
			<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) Helen Keller & Ann Sullivan met for the first time March 3rd.

II) Pres. Luis Sanchez Introduction and Welcome

- a) Community college is a family thing for me. Both of Pres. Sanchez's kids transferred from community college to the schools of their choice.
- b) "Begin with the end in mind." Pres. Sanchez hopes to have ten high-energy years. He is hoping people will look back and say we had a really good era.
- c) In hearing the National Anthem at the Moorpark College baseball game this morning, Pres. Sanchez has grown to recognize the importance of reaffirming the values of this great country.

III) Approval of Minutes

- a) **February 17, 2015 – approved unanimously with Hugo Hernandez abstaining.**

IV) Reports

- a) Committees
 - i) CurCom
 - (1) Deadline for catalog. Several things that came through right at the end in order to be as helpful to students as possible.
 - ii) Fac/Tech
 - (1) Tomorrow the TRAWG and FRAWG workgroups will present their prioritizations for technology and facilities. These will then be posted online.
 - iii) Professional Development
 - (1) We have worked on Making Decisions Document, which will be addressed later.
 - (2) March 6 – Emergency Preparedness about how to handle shooters on campus. Breakfast starts at 8am. 8:30am-12:00pm at the Performing Arts Center.
 - (3) March 20th – Student equity professional development day. 8:30am breakfast. Equity presentation and discussion starts at 9:00am, led by Dr. Darla Cooper. Lunch from 12-1:30pm with address by Dr. Jaiya John on foster youth, followed by workshop from 1.30pm. Details can be found on the [Professional Development website](#).
 - iv) Fiscal
 - (1) To be covered in President's report.
 - v) SLO

- (1) They have created a layout that shows links between ILOs, GLEOs, SLOs, and Course Objectives, etc. This will come to faculty and will be a great way to assess how programs and classes are aligning with several layers of goals.
- (2) We have a new SLO coordinator: Robert Wonser.
- vi) SS&E
 - (1) CCSSE data was reviewed. It looks at student perceptions and how this compares to state and national data.
- vii) EdCAP
 - (1) We are working on accreditation. We are still looking for people to work on standards committees.
 - (2) Question: can we get a rough sense of the timeline? Response from President: we did the gap analysis in the fall; we just got input from state ASC meeting on accreditation. From this, we've realized we need to double our 'work force' to get things ready. Lee Ballastero will be the writer for this, but will be receiving input from these standard's committees. She will do the writing over the summer. It will be presented to ASC and to faculty/admin in the Fall, it will then be presented to the Board of Trustees. We have learned through experience that it is best to do a thorough job on the front end to save time on the back end.
- b) Officer Reports
 - i) Treasurer
 - (1) Scholarship nominations are coming in, and we are receiving student packets already, which is good to see.
 - (2) Luncheon – we are looking for theme ideas, to be sent to Mary Mills. The 'Year of' theme is "Myth and Reality,"
 - (3) Urban Taco seems most affordable as a catering option. The price is set at \$15 per person.
 - ii) Secretary
 - (1) No report.
 - iii) Vice President
 - (1) DFC nominations have come in, and there are several. Sharon and Nenagh are working on the committee. Dalila Sankaran volunteers to serve on this subcommittee to fulfill our procedures.
 - (2) Great Teachers
 - (a) Beth Miller, Erik Reese, Farisa Morales will be attending
 - (3) Requests for bricks can still be received until the end of March.
 - iv) President
 - (1) Budget allocation model
 - (a) There was a change to move away from the 2% carryover; we are also moving away from the concept of all three colleges receiving funds for the same level of productivity. In that model, the campus with the lowest productivity benefited. This is a positive change for Moorpark because we have higher productivity numbers and will then receive funds commensurate to those figures.
 - (b) International student funds – discussion about whether this would stay with the campus or not. This change was not approved, but perhaps with more clarification it will be.
 - (c) Operating budgets. \$1M is supposed to be taken out to help fund summer sessions. Ventura College has been having some fiscal issues; if the funds are coming from reserves, the rationale was to make sure that this move benefits all colleges. We will receive \$400k for the summer session.
 - (d) FTES for 2nd summer session will count for this year so that Ventura will stay a mid-sized school. This may not be a long-term solution to the problem.
 - (e) We have not offered a 4-week session in many years, but are doing so. Summer sessions offer quite a bit of flexibility in terms of how colleges and districts count FTES.
 - (f) Question: what will the impact be if Ventura College is not classified as a midsize school? Response from President: If they are on a small size, then they run risk of having students who are unfunded FTES since there is a cap for how much a college receives due to enrollment.
 - (2) Minimum Qualifications
 - (a) A part of equivalency for minimum quals is the minimum number of years or months of experience the candidates has, but at times this can be a misleading figure. For instance, in sports, various applicants may say they were coaching for only a few months (as in a season), whereas HR wants to record two years of experience. How HR defines sports seasons is subject to debate. We will raise this concern with HR.

V) Unfinished Business

- a) By Laws
 - i) Article V: Proposal to change the general meeting requirement of 1/3 of all faculty to 1/4 attendance to have quorum.
 - ii) **Part 1 unanimously approved with this change with Nenagh Brown abstaining.**
- b) Election Committee
 - i) ASC officer nominations will be forthcoming based on the election committee's work. Forthcoming.
- c) Senate representatives for 2015-16
 - i) As a reminder, please get these in to Nathan Bowen. He will provide an updated spreadsheet that reflects changes made in the Making Decisions Document.
 - ii) We will need to vote on senators and standing committee members on April 21st. This means that division representation must be forwarded prior to this date in order for Council to vote.
 - iii) **Motion approved unanimously to adapt representation to include Donny Munshower and Cindy Wilson in committee service until the end of this year.**
- d) Making Decisions Document (new draft, 1st reading)
 - i) Proposed changes
 - (1) Professional Development – 3 co-chairs, with Classified having a co-chair; 2 faculty per division representation.
 - (2) Distance Ed – having standing committee status, as it falls under "10 + 1". 1 faculty rep per division.

- (3) SS&E – 2 faculty per division. This is an effort to get even representation, in contrast to the current committee makeup which has disproportionate representation from certain disciplines.
- e) Institutional Standards / Score Card goals
 - i) **Motion unanimously approved to change to a 3-year model and continue with the standards that the Senate approved last year. This recommendation will go forward to the College President.**
- f) MoU with LaVerne
 - i) Reet Sumal is in possession of a document provided by a LaVerne rep dated 9/7/13. This is an MoU , signed by the College EVP and President but not Academic Senate.

VI) New Business

- a) Faculty Handbook
 - i) Parts of this have been distributed to deans and faculty. We would like to post it and get feedback. It will be posted as a draft on the Academic Senate webpage.
- b) Class survey on student satisfaction
 - i) We've been asked by institutional research to do a survey on student satisfaction. This is a broad-based survey about student satisfaction. They would like to do this in classrooms, which will take 20 minutes. 100 classes.
 - ii) Suggestion: could the survey be offered as an extra credit option? A paper version they could hand in as homework assignment?
- c) Senate Awards procedures
 - i) Voting members may not be nominated for the award. After discussion no motion was entertained, with the idea that awards should be outward focused than self-congratulatory.
- d) Senate Awards nominations
 - i) April 2nd is the agreed upon deadline.
- e) Review of APs/BPs
- f) Accreditation

VI) Future Topics for AS Council

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

VII) Announcements

- a) (TBD) – CALSTRS
- b) Self assigned FLEX March 6th
- c) May 14th – End-of-year Luncheon