

Moorpark College Academic Senate Council Minutes

Tuesday, April 7th, 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		Ilse Maymes Rex Edwards
ASC V.P.	Nenagh Brown	X	Health Education/Kinesiology	Remy McCarthy		
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	X	
Athletics	Howard Davis	X	Mathematics	Phil Abramoff	X	
Behavioral Sciences	Dan Vieira	X	Music/Dance	James Song		
Business Admin	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	X	
English/ ESL	Sydney Sims	X	Curriculum Chair (non-voting)	Jerry Mansfield		
			<i>Student Liaison</i>	Melvin Kim	X	

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) Multicultural Day is this coming Tuesday. It is packed with activities. The schedule is online.
- b) [SmartAsset.com](#) puts Moorpark College as 4th in its top-10 list. This article came out in September 2014 but is recently getting a lot of local press with [KCLU](#) and the [Moorpark Acorn](#).

II) Associated Student Government re: Campus Hour

- a) Campus hour where no classes would be scheduled. This would be a time for clubs to meet, faculty to conduct meetings. We're hoping to have it be present at each campus.
- b) Comment: we've been wanting this for a long time – the biggest pushback was from administration and the money that would be lost in not having classes taking place.
- c) We did have a discussion on the fall, and we put the discussion on the backburner until we had a permanent college president.
- d) The problem is always in the details. How can we do it so it least impacts FTES? How can it be a positive impact on both students and faculty?
- e) We can form a workgroup to define goals and explore options for dates and times. We would need to ensure that any efforts are compatible for our college mission of transfer, career.
 - i) Traci Allen, Nenagh Brown, and Jazmir Hernandez are interested in serving on a workgroup.
 - ii) Comment: preliminary request to have exemptions for certain classes with long lab hours.
 - iii) Comment: where would students convene?
 - iv) We will agendaize this for Fall.

III) Approval of Minutes

- a) **March 17, 2015 – approved unanimously with Melanie Masters abstaining.**

IV) Reports

- a) Committees
 - i) CurCom
 - (1) ADT degrees will really help CSU transfers. If colleges offer courses in areas that offer ADTs, ADTs must also be offered. Otherwise they are categorized as standalone courses. Elementary Ed, Nutrition, Biology have just been approved as ADT degrees.
 - ii) Fac/Tech
 - (1) They are convening tomorrow to hear the first preview of the District Technology Master Plan and also the Facilities Master Plan. These are broad plans.
 - (2) Approve the Technology and the Facility prioritizations
 - iii) Prof Dev
 - (1) Faculty Development travel funds. We are presuming that the 'opt-out' plan will go forward. There was a recommendation from the committee that the maximum amount that could be requested can be raised from \$500 to

\$600. For the last several years we have not been spending all the money that we've had. We've had quite a few people wanting to raise it.

- (2) **Motion to change full-time faculty allocation amount to \$600 instead of \$500 – approved with one nay vote (Mary Mills) and one abstention (Nenagh Brown)**
 - (a) There is rollover of the funds only upon request and if granted by the president.
 - (b) For the last two years we've been given \$3000 for adjunct faculty. It ran out by Christmas.
 - (c) While we like the idea of having part-time and full-time treated the same, but the reality is that they receive a pool from College vs being part of the contract.
 - (d) Comment: can we have a lift on the limit of having only a single use of the funds? There are a lot of 1-day cheaper conferences that might be doable later in the year if there are leftover funds.
- (3) Fiscal
 - (a) Reviewed new budget
- (4) SLO
 - (a) We're 100% on our SLOs, but we need to make sure we're at that same number for GLOs.
 - (b) Working on documents to link objectives, outcomes, and mission.
- (5) SS&E
 - (a) My Map (majors and pathways) suggested as the theme for next year's student success and equity effort.
- (6) EdCAP
 - (a) Workgroups reporting out on evidence collected for the accreditation report.
 - (b)

b) Officer Reports

i) Treasurer

- (1) Thursday May 14th Luncheon:
 - (a) We need help with setup and cleanup. (sign-up sheet distributed)
 - (b) We usually have Classified there as guests. I'm concerned that we will not have income to cover costs. 200 people came to the lunch last year, and 41 faculty. We ended up having generous donations from certain key faculty to help out last year. In the (distant) past money came from Associated Students to help us out with the bottom line. They donated helium for the balloons, and let us use their fridge, but there isn't money coming from them this year.
 - (b) Suggestion: could we ask Classified to pay a smaller amount?
 - (c) Suggestion: could we send an email to faculty requesting donations, even if there are conflicts with finals?
 - (d) Most donations come from faculty that don't come.
 - (e) Informal vote: very close majority to keep the luncheon free for Classified.

ii) Secretary

iii) Vice President

iv) President

- (1) Saturday Institute
 - (a) This is designed for working adults. GE courses offered Saturday with courses packaged over three years to fulfill
 - (b) It needs to be broadly vetted. We want to work on this and make it work, but factors were raised by the group. Will students qualify for financial aid? Will it help the students if they don't have a major and a plan? Will they count as a success to the campus if it's just GE.....
Would we be offering services on Saturdays? How would this translate for ACCESS and test-taking, etc.?
- (2) Allocation model was approved. We will be seeing more funding based on international students on campus. We will be developing a plan for recruiting and supporting International students.
- (3) There is a proposal to change the Supervisor of IT position on campus would be bumped to be a Director. There is a little pushback on this since the position would be funded by the college and not the District, but suggested by the District.
 - (a) Vice Chancellor of academic affairs. Associate Vice Chancellor for facilities. They want a handful of positions for HR. Conceptually, we validate the needs, but the intent was to have strength at the college instructionally, and support at the District level.
 - (b) Campus demo for the new LMS, Canvas will occur (likely online) 12 to 1pm April 10th. We will be able to get it for free or very low cost.

V) Unfinished Business

- a) By Laws vote
 - i) **Motion to approve 2nd Bylaws section approved unanimously with Nenagh abstaining.**
- b) Campus-wide voting process
 - i) Two options: paper ballot and electronically.
 - ii) Comment: I have a concern about doing this electronically if it hasn't been tested.
 - iii) We've done annual awards now for two years electronically and it has gone very smoothly.
 - iv) We will do written and change the wording in the future so that we can add clarification.
 - v) **Motion to change the wording of the elections process in the future to include paper or electronic; approved unanimously with Phil Abramoff and Nenagh Brown abstaining.**
- c) Election Committee slate – nominations
 - i) Mary Rees – President

- ii) Nenagh Brown – Vice President
- iii) Nathan Bowen – Secretary
- iv) Treasurer – There are no nominations. Dues and budget are defined responsibilities. Bricks and scholarships are not defined. This position does not have an assigned load.
- d) Institutional Standards / goals
 - i) The State has a new Institutional Effectiveness Initiative which establishes a fund of money and have asked around for people who have interest or expertise in integrated planning, budgets, etc. If any college has a desire to have some help in any area of institutional effectiveness, there will be a mechanism to have this committee come to the college to help.
 - ii) The idea is to have several different data areas populated by each college to help introspection on areas that need shoring up.
 - iii) This data is due by the end of the academic year. This is tied to accreditation.
 - iv) This is not the same thing as our scorecard, which shows our basement for what we need to get done at the minimum. The concept of this standard setting is to set a realistic goal but one that pushes us a little. It's about self-improvement; the idea is to strengthen colleges so that accreditation committees don't feel like they are triage brigades.
 - v) Comment: some of these statistics that show poorer performance are when enrollment was higher. It could be that as we push for more enrollment, our numbers go down.
 - vi) Comment: the idea of aiming higher may help give us focus as we have SS&E initiatives that are designed to help strengthen targeted populations.
- e) AS Awards voting
 - i) The senate will vote online for the awards. An email will go out with voting instructions.
- f) AS Scholarship
 - i) Three individuals are recommended for scholarships:
 - (1) Emma Stavropoulos
 - (2) George Caranica
 - (3) Jen McClellan
 - ii) **Motion to move forward these scholarships unanimously approved with Mary Mills abstaining.**
 - iii) Thanks to those who served on the committee. It is really a privilege to be able to see the brilliant work our students are doing.
- g) Bricks- summer session?
 - i) We're okay with our past definition of not counting a summer session toward the 25 years required for bricks.
- h) Senate representatives for 2015-16
 - i) We do need these names. Please start talking to your departments. We want to approve those
 - ii) Please send this information to Nathan Bowen
- i) Faculty Handbook
 - i) There is a suggestion for it to be searchable, but it may not be possible at this stage.
 - ii) If you have updates to sections, send them to Mary Rees.
- j) Accreditation
- k) MoU with LaVerne

VI) New Business

- a) Raider Welcome
 - i) Previously named "Moorpark Welcome". We're now using our mascot for this. We are hoping to have ten different break-out groups that represent areas of specialization (arts, sciences, business, humanities, etc.)
 - ii) Tentatively scheduled for the Wednesday afternoon of Prof. Development week (Flex week)
 - iii) If you have an interest in supporting the committee or being part of the event, contact Mary Rees.
- b) Facilities Master Plan
- c) Tech Master Plan
- d) Review of APs/BPs

VI) Future Topics for AS Council

- a) Enrollment Management Plan
- b) District Policies

VII) Announcements

- a) (TBD) – CALSTRS
- b) Scholarship presentation April 27th
- c) May 14th – End-of-year Luncheon