

# Moorpark College Academic Senate Meeting Minutes

Tuesday, September 2<sup>nd</sup>, 2015, 2:30-4:00pm in Admin 138

STANDING MEMBERS						Guests
POSITION	NAME	PRESENT	POSITION	NAME	PRESENT	
ASC Pres	Mary Rees		EATM	Gary Wilson		Rex Edwards Inajane Nicklas Dave Mayorga Beth Gillis-Smith Lori Bennett
ASC V.P.	Nenagh Brown	X	Health Sciences	Dalila Sankaran	X	
ASC Secretary	Nathan Bowen	X	Library	Mary LaBarge	X	
ASC Treasurer	Beth Megill	X	Life Sciences	Jazmir Hernandez		
ACCESS	Melanie Masters	X	Mathematics	Renee Butler	X	
Athletics/Health/Kinesiology	Howard Davis		Music/Dance	James Song		
Behavioral Sciences	Dan Vieira	X	Physics/Astronomy/Engineering	Erik Reese	X	
Business	Reet Sumal		Social Sciences	Hugo Hernandez	X	
Chemistry/Earth Sciences	Deanna Franke	X	Student Health Center	Sharon Manakas		
Child Development	Kristi Almeida-Bowin		Visual & Applied Arts/Media Arts	Mike Hoffman	X	
Comm Studies/Theater Arts/FTVM	John Loprieno	X	World Languages	Raquel Olivera	X	
Counseling	Traci Allen	X	Curriculum Chair (non-voting)	Jerry Mansfield		
English/ ESL	Sydney Sims	X	<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.*

## Quick Recap

Topic	Discussion/Comments	Action
Basic Skills Plan	The upcoming draft of the plan was introduced.	N/A
Academic Senate Budget	A tentative budget was introduced, including expenditures from the previous year and this year.	Approved.
Study Session on CalSTRS	Review of various retirement plans and formulae for how retirement allocations are calculated.	All faculty are encouraged to visit calstrs.com.
Quality Focus Essay	Changes to accreditation standards have generated emphasis on this new QFE. This has impact on the vision the college will adopt for the next 5-7 years.	Input is desired. The criteria or themes are not set in stone.

### I) Public Comments (Those wishing to make public comments must be in attendance before 2:30pm)

- a) Tomorrow is Transfer Day. Wear your alma mater's colors!

### II) Basic Skills Plan Introduction (was on agenda as Future Topic)

- a) We need to report on the plan in October. We want faculty input for this prior to its presentation to ASC later in October.
- b) We invest a lot in counseling support. Initially we put most of the funds (which were limited) toward counseling. Now that we are integrated with student success, we are able to allocated funds toward tutoring.
- c) PT Counselor Roberta Brodie, not in attendance today, is an invaluable part of the team. She goes to classes and meets with students regarding basic skills.
- d) Coordination – we are able to have a tutorial support person, thanks to Student Success funding, who helps with tutorials, across disciplines.
- e) Professional development – this is the area that allows us to send faculty to Student Success conferences, which we have traditionally done.
- f) Overarching goals
  - i) Improve student success (complete with a C or better) by 5% in Math 9, ESL, and English M03
  - ii) Continue to improve student success by 5% for English Writing (M02) Mathematics (M01 & M03), and ESL Integrated (Engl. M03)
    - (1) Action plan
      - (a) Institutionalize the Cohort Program that integrates counseling, academic, support, and effective instructional practices with the non-degree applicable Math 09, English 03, and ESL 1-3.

- (b) Continue inter-segmental partnerships for English and Math to reduce the degree of remediation needed prior to attending Community Colleges through early assessments and interventions at the middle and secondary levels. (EAP (this is a high school program for assessment, usually given junior year) or Bridge Program).
  - (c) Deliver service-based basic skills competencies for students in Math M01 and M03 and English M02, and diagnosed and referred to the Tutoring Center. Continue Counseling Support for this same population.
  - (d) Pilot English and Math H. S. to College Bridge Programs that incorporate both discipline-specific basic skills competencies and college expectations, and learning skills.
  - (e) Participate in statewide and regional conferences conducted by the RP Group and 3CSN and arrange for follow-up workshops on campus to build institutional capacity for integrating best instructional and programmatic practices. A good example is the On Course training occurring on campus this week.
  - (f) Embed College Learning Skills across the curriculum through numerous strategies, which include faculty development, study skills of the week, Recipes for Success, the Faculty Inquiry Group, College Success Courses and workshops. *Handout added: Seven Secrets to College Success.*
- iii) In the Math Department we have run several bridge sessions (2 days/week, 4 hours a day); this summer we had an unprecedented four bridge sessions, and it was very successful, well attended.
  - iv) Comment: it is a little surprising that funds are not 'new' funds, but would have been received anyway, regardless of Student Success initiatives. Response: funds from the state are usually not increased, but simply categorized different ways, depending on what prevailing attitudes deem is important.
  - v) We have tutoring outside of areas besides math and English. We use Datamart to direct funds to more disciplines.

### III) Approval of Minutes

- a) **August 14, 2015 – approved with Mike Hoffman abstaining.**
- b) **August 18, 2015 – approved with minor changes.**

### IV) Reports

- a) Committees
  - i) CurCom, Fac/Tech, Prof Dev, Fiscal, SLO, SS&E, EdCAP, DE
- b) Officer Reports
  - i) Treasurer
    - (1) Proposed an estimated budget for 2015-16 (handout supplied in meeting, will be posted online for next meeting).
    - (2) **Motion to approved budget estimates as outlined, approved unanimously.**
  - ii) Secretary
    - (1) No report.
  - iii) Vice President
    - (1) Mary Rees is not in attendance. Mary wishes to express gratitude for all the work that is going on to prepare the college for accreditation and the Basic Skills Plan, Student Success Plan, and Student Equity Plan. Kudos for all the diligent work!
  - iv) President
    - (1) We propose to hold the Faculty Prioritization meeting 9/24.
      - (a) Several Council members have conflicts with the proposed date.
      - (b) Suggestion: can we do it the 29<sup>th</sup>, which is our fifth Tuesday meeting?
      - (c) Concern: Program plans come in on the 15<sup>th</sup>. How would we have time to read the faculty hiring requests?
    - (2)

### V) Unfinished Business

- a) Ratify new representatives
  - i) **Approved unanimously as presented.**
- b) Faculty Handbook
- c) Academic Senate Accomplishments
  - i) Tabled for next meeting.

### VI) New Business

- a) Study Session: CalSTRS – Raquel Olivera
  - i) Above all else, please visit calstrs.com to explore!
  - ii) 62 + 62 is one retirement formula
  - iii) 2% at 60
    - (1) Defined benefits
      - (a) Yes, we do get benefits for the rest of our lives. We can choose how we take those benefits.
      - (b) We can take 100% of the benefits, 75%, or 50%. This is explained extremely well in the handbook for retirement.
      - (c) How is your amount factored? Years of service, age, highest average annual compensation during any 12-month period, sick leave accrued.
    - (2) Defined benefits supplement program
      - (a) In 2001, this account was created. Anything that is over full-time (overload) goes into the account.
      - (b) You have three choices as to how you receive the funds: a time-certain period; lifetime; or a combination.
    - (3) 403 plans
- b) Quality Focus Essay (QFE)

- i) We are in the accreditation process, writing the self-study this semester. It will go through the campus community this fall. We have new standards, and as part of this is a Quality Focus Essay. This is an attempt to reduce the size of the Self-Study to about 100 pages. About 20 of those pages will be the Quality Focus Essay. For this Essay we are to pick as a college community about three main points of focus for us to work on in the coming 5-7 years to improve our college.
  - (1) The Essay should overlap with other types of goals and plans (e.g. Student Success Plan). The overarching theme developed in EdCAP was building community. That theme would be qualified through various goals. Currently this is how it would be organized:
    - (a) Deliberate immersion of our campus in the community
    - (b) Authentic integrated planning
    - (c) Culture of evidence
    - (d) Communication
    - (e) Building community
    - (f) Integrated Student Pathways
    - (g) Building Pathways Support
    - (h) Professional Development
  - (2) This essay will outline what are we doing, who is responsible, what is going to be accomplished, and how it will be measured.
  - (3) This will be a major topic for Fall Fling. This essay is not set in stone, and we strongly encourage input.
- c) AS Budget approval

**VII) Future Topics**

- a) Basic Skills Plan
- b) Accreditation

**VIII) Announcements**

- a) September 2<sup>nd</sup> – Transfer Day
- b) September 3<sup>rd</sup> & 4<sup>th</sup> – On Course Training for Faculty
- c) September 15<sup>th</sup> – Program Plans due
- d) September 15<sup>th</sup> & 29<sup>th</sup> – Student Success & Equity Plans
- e) September 30<sup>th</sup> – Classified Appreciation Breakfast
- f) October 16<sup>th</sup> – Fall Fling
- g) November 5<sup>th</sup> & 7<sup>th</sup> – Plenary