

Moorpark College Academic Senate Meeting Minutes

Tuesday, **October 20, 2015**, 2:30-4:00pm in Admin 138

| STANDING MEMBERS | | | | | | Guests |
|--------------------------------|---|---------|----------------------------------|-------------------------------------|---------|-------------|
| POSITION | NAME | PRESENT | POSITION | NAME | PRESENT | |
| ASC Pres | Mary Rees | X | Health Sciences | Dalila Sankaran | X | Rex Edwards |
| ASC V.P. | Nenagh Brown | X | Kinesiology/HED | Remy McCarthy | X | |
| ASC Secretary | Nathan Bowen | X | Library | Mary LaBarge | X | |
| ASC Treasurer | Beth Megill | X | Life Sciences | Jazmir Hernandez / Carrie Geisbauer | JH | |
| ACCESS | Melanie Masters | | Mathematics | Renee Butler | X | |
| Athletics | Howard Davis | X | Music/Dance | James Song | | |
| Behavioral Sciences | Dan Vieira / Nadezhda Monosov | DV | Physics/Astronomy/Engineering | Erik Reese / Scarlet Relle | ER | |
| Business | Reet Sumal / Josepha Baca | RS | Social Sciences | Hugo Hernandez / Susan Kinkella | HH | |
| Chemistry/Earth Sciences | Deanna Franke | X | Student Health Center | Sharon Manakas | X | |
| Child Development | Kristi Almeida-Bowin / Cindy Sheaks-McGowan | | Visual & Applied Arts/Media Arts | Mike Hoffman | X | |
| Comm Studies/Theater Arts/FTVM | John Loprieno | X | World Languages | Raquel Olivera | | |
| Counseling | Traci Allen / Chuck Brinkman | | Curriculum Chair (non-voting) | Jerry Mansfield | | |
| English/ESL | Sydney Sims | X | <i>Student Liaison</i> | Carmel Gutherz | X | |
| EATM | Gary Wilson / Cindy Wilson | | | | | |

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.

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

- a) Halloween Party at Mary Rees' home at 7pm on the 31st. Family and significant others are welcome! Festive costumes are also encouraged.
- b) Student Liaison: Thank you for having us at the Strategic Planning Retreat (Fall Fling). It was very enlightening and we appreciate being part of the process. Comment: we appreciate your participation!

II) Approval of Minutes

- a) **September 29, 2015 approved with minor amendments, with abstentions (Jazmir, Nathan, Sharon, Dalila, Deanna, Reet)**
 - i) Follow ups to prior meetings:
 - (1) Question about whether we are eligible to be an HIS (Hispanic Serving Institute). Answer: We have a large enough Hispanic population however we do not meet the financial requirements at this time.
 - (2) Suggestion in District meetings that Fillmore should be in our area, which would make the difference in terms of funding. This has been suggested also to Pres. Sanchez.
- b) **October 6, 2015 approved with minor amendments, with Sydney, Jazmir, Sharon, and Beth abstaining.**

III) Reports

- a) Committees
 - i) CurCom
 - (1) They will be contacting faculty to remind them that the semester is moving quickly. There are still a number of programs that are under review this year. If you would like new approvals for the Fall catalog, you'd need to get things ready by December this year.
 - (2) There are courses that also need to be updated based on new C-ID descriptors. Now is the time!
 - ii) Fac/Tech
 - (1) Prioritizations are commencing.
 - (2) A question that is being addressed in this committee: What do we do about purchase items that are part of Equity planning or Student Success? The thought is that there needs to be some inclusion in the program plans.
 - iii) Prof Dev
 - (1) We have our meeting tomorrow. As a reminder, we have the Prof. Dev event on Equity with Dr.s Luke & Harris on October 29th & 30th.
 - (2) We have the possibility of having another Professional Development event this semester. The thought was raised to have an event talking about equity-centered syllabus planning. The question is to whether this is a good time? An idea is to invite Dr. Bensimon.
 - (a) Response: it likely won't be well-attended.

- (b) Discussion as to when would be the best time: We will be swamped in the spring with hiring committees.
Response: having the event in the summer (or May) might be useful to new hires. Counter: only those who are teaching in the summer will attend.
Response: Could we do this event for Flex in the Fall? (Assuming faculty come with syllabus, ready to tweak)
- (i) Counter: the idea goes far beyond the syllabus itself, but assignment design and time for completion of tasks.
Consensus is not to do it November.
- iv) Fiscal
 - (1) Classified prioritization follow up:
 - (a) A few people did not vote for the categorical positions, but voting does make a difference to indicate campus support.
 - (b) Categorical classified funded positions received strong campus support.
 - (c) General funds positions - top four
 - (i) Financial aid
 - (ii) Maintenance
 - (iii) Registration
 - (iv) Health/Psychologist
 - (d) Conversation about restructuring for lab assistants. Adds extra load to their schedules. How can we rework this to make sure there is appropriate compensation?
- v) SLO
 - (1) We now have collected data for the last five years. Dance, kinesiology, & health education will be assessed in the context of GLOs.
 - (a) We had another good discussion about assessment of GLOs. When we are looking for when we use GLOs to assess various programs and their outcomes?
- vi) SS&E
 - (1) Faculty have been involved in all aspects of both Student Success & Equity Plan, but the only missing component for approval on the Equity Plan is the funds and budget numbers, which will be integrated once we have received word on what they are.
- vii) EdCAP
 - (1) Standard III will be the upcoming topic of discussion for the upcoming meeting next week.
 - (2) The issue on the accreditation is that the guidelines have changed in July, which meant lots of revisions since it came in the middle of Lee Ballesterero's drafting process.
- viii) DE
 - (1) There is a little discomfort about moving forward to Canvas
 - (2) Oxnard & Moorpark have not spoken about which LMS they'd like to use.
 - (3) There are incentives to use Canvas
 - (a) It can save the District a lot of money, since for now the Online Education Initiative (OEI) could cover the funding to use it, whereas if we keep using D2L we would need to pay for it.
 - (b) If we are thinking to switch to Canvas, it's not a bad idea to start shaping the conversation about what we'd like to see happen with it in terms of planning and training.
 - (c) Dave Fuhrmann will be coming to do a presentation on Canvas.
- b) Officer Reports
 - i) Treasurer
 - (1) No report
 - ii) Secretary
 - (1) **Behavioral Science would like to add Allison Hoffman (Film Studies) to serve on SS&E. Motion to add her approved unanimously.**
 - iii) Vice President
 - (1) Nominations for Distinguished Faculty Chair are now being called for. Closing date is in January.
 - (2) Deadline for sabbatical leave has passed for drafts to go to the Sabbatical Technical Review Group. It is encouraged to have reps to solicit more drafts of sabbatical proposals even if they have not turned in the first draft so there is a big pool for the sabbatical committee to review.
 - iv) President
 - (1) Veterans Center is now open. There was a good turnout on this. The Foster Student Center is also now open. Please encourage students to go and take advantage of these areas.
 - (2) Parents Night was well received, with about 120 people in attendance. We had a nice opportunity to showcase a few highlighted faculty.
 - (3) We are having interims (PIO). Jennie (?) is the Public Information Officer. This person will be working under Claire Geisen. There will be an interim Vice Chancellor for Educational Support or for Development (yet to be defined clearly). There was lobbying that it would be advantageous to do a hiring committee with job applications instead of an interim position that is appointed.
 - (4) There is an AP/BP 7120 on recruitment and hiring. The current state is that it is under a lot of revision, so the document has not been passed on to Council yet.
 - (a) The BP is very broad. There will be policies for recruitment and hiring; part-time faculty can serve on hiring committees for full-time faculty. (There were rumors that this wasn't allowed, but it is.)
 - (b) Confidentiality agreements must be signed and adhered to. Currently one can request to see the rank/tally, which has proven problematic for some candidates.
 - (c) Interim hiring and appointments are being discussed, which is a pressing topic that needs addressing.

- (d) Comment: is there a time period that defines how long an interim can be appointed? There was conversation about how there can be flexibility without being vague and exploited.
- (e) This AP/BP will be forthcoming.
- (5) District Office is moving pretty rapidly about what to do about the District Office. They gave the Chancellor the right to go into negotiations for new sites and costs, which will then be presented to the BOT. There is a lot of support to moving the office to middle ground in the Camarillo area. There is discussion about the size of the office space. Should it be able to accommodate classrooms or various other purposes?
- (6) At the BOT meeting they had a major conversation about salaries for presidents and the chancellor position.
 - (a) Question: what does the Vice Chancellor do? Response: there is a job description, though
 - (b) We're accredited by college, and not by the district. So many of these decisions that affect the college are handled at that level. So there is disagreement currently about whether the job description as outlined is appropriate.
- (7) Money proposals for the next BOT meeting:
 - (a) \$1M funds would be given to college for Summer term.
 - (b) \$200k for marketing to college.
 - (c) \$2M for emergency preparedness to District.
 - (d) \$14M to District on mandated claims.
 - (i) \$3M will go off the top for emergency preparedness
 - (ii) The remaining \$11M will go to the colleges using the infrastructure model, which will allow the funds to be saved for things like major renovations.
 - (e) Regarding Emergency Preparedness, there is a lot of discussion about locks and lockdowns. They are also looking at the issues that occur if there is an internet outage (and mobile phones cannot work).
- (8) Email came to President from NSF wondering about whether we are interested in a student panel of food/water/energy. This could be an interesting thing to start drawing attention to food/water/energy. Agriculture Summit took place, which the AS President attended.

IV) Unfinished Business

- a) Mission, Values, & Vision
 - i) **Mission and Values were approved by ASC with Beth and Nenagh abstaining.**
 - ii) Vision will be reviewed with a workgroup.
- b) Faculty Handbook
 - i) If there are areas that are confusing and need changes, it would be very helpful to get suggestions in by next ASC meeting.

V) New Business

- a) SS&E Co-chair request for nominations
 - i) Beth Gillis-Smith is stepping down as Co-Chair, since she is going on Sabbatical in the Spring.
 - ii) Suggestion: look at current committee representation.
 - (1) Nomination: Trulie Thompson (who is a new faculty hire, though she comes with great experience in terms of SS&E).
 - (2) If there are further nominations, send them to Mary Rees.
- b) Update District Making Decisions Document as it pertains to curriculum.
 - i) District Technical Review Workgroup document.
 - (1) "Substantive change" vs. "substantially changed" has been scrutinized, attempting to align our practices with the state's Program and Course Approval Handbook (PCAH).
 - (2) "Substantial changes" to a program include:
 - (a) TOP code change to a different TOP code discipline
 - (b) Addition/creation of a new program, degree, certificate, or major/area of emphasis.
 - (c) Proficiency Awards
 - (d) Deletion of any program.
 - (3) "Substantial changes" to a course include:
 - (a) Course TOP Code
 - (b) Course Credit Status
 - (c) Units of Credit (min & max)
 - (d) Course Basic Skills Status
 - (e) Course SAM Priority Code
 - (f) Course Prior to Transfer Level
 - (g) Noncredit Eligibility Category
 - (4) This document will be forwarded to the ASC.
- c) CTE Liaison to the Senate
 - i) The idea is for someone to watch what is happening on campus with CTE and also what is happening at the State as this develops.
 - ii) Suggestion: John Loprieno should be this person! He is presenting next week to a statewide audience on CTE.
- d) STEM feedback
 - i) There was a STEM meeting at CSU Channel Islands. There seemed to be the same echo of "the students are not prepared, and don't do critical thinking." We tend to say the same things about high school preparation. When you have the opportunity to attend 4-year institutions' integrated planning events, you should attend! This is a plug to go out of your way to interact with 4-year institution faculty.

ii) There are funds for CSUCI-Moorpark collaboration through ALAS. Contact Nenagh Brown if you are interested.