

Moorpark College Academic Senate Meeting Minutes

Tuesday, November 17th, 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		Marnie Melendez 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		Life Sciences	Jazmir Hernandez / Carrie Geisbauer		
ACCESS	Melanie Masters	X	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		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	X	
Counseling	Traci Allen / Chuck Brinkman	TA	Curriculum Chair (non-voting)	Jerry Mansfield		
English/ ESL	Sydney Sims	X	<i>Student Liaison</i>	Carmel Gutherz		
EATM	Gary Wilson / Cindy Wilson	X				

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

- a) Gender and Robots event December 4th at CSUCI. Two graduates of Ventura College, now at CSUCI, are putting on this event. This might be a nice event to help students get an easy introduction to the CSUCI campus.
- b) Speaking Motion events will be held this coming week, Thursday through Saturday at 8:00pm, and Sunday at 2:00pm.
- c) Public thank you to all the faculty, staff, and students who worked on the Student Success and Equity Plan.

II) Approval of Minutes

- a) **November 3, 2015 – approved unanimously.**

III) Reports

- a) Committees
 - i) CurCom
 - (1) If you have curriculum that is due for the fall of 2016, now is the time to get your submissions ready!
 - ii) Fac/Tech
 - (1) The PAWG met and did have some recommendations for Moorpark Consultation Council. The old ceramics room could be refitted into a large classroom. Concrete floors at old ACCESS building would be an improvement, plus two other quick/cheap options optimizing space and classrooms.
 - (2) Within the admin building, some staff members are meeting with architects to figure out how to use it best.
 - iii) Prof Development
 - (1) No report (no meeting since last ASC meeting).
 - iv) Fiscal
 - (1) There is progress for the counseling assistants and some of the positions from this year's budget. The positions based on next year's budget are subject to that budget becoming set.
 - v) SLO
 - (1) We have a survey about GLOs and assessment. We are looking for feedback from faculty.
 - (2) We are trying to determine guidelines on how to provide proof for PLOs.
 - (3) All faculty are welcome to attend the meeting. Even if you are not a rep, we welcome your involvement.
 - vi) SS&E
 - (1) We are realizing that the SS&E plans need to be started in the spring so there is not such a heavy push in the fall.
 - vii) EdCAP
 - (1) We meet next Tuesday. We will be reviewing our responses to the standards
 - viii) DE
 - (1) There is a now an addendum on Curricnet that is a helpful resource in course development in regard to distance education.
- b) Officer Reports
 - i) Treasurer
 - ii) Secretary

- (1) For the remainder of the semester, there is a division reorganization of departments with the departure of Pat Ewins to her new position at Ventura College.
 - (2) **We propose a freeze on standing committee representation until there is more clarity on how departments and dean stewardship settles. Unanimously approved.**
 - (3) Question: what is the difference between an acting dean and an interim dean? Response: the acting dean has fewer responsibilities as a means of not overwhelming the person making a very quick transition.
- iii) Vice President
- (1) Thanks to Lisa Putnam for the great stuff she does with institutional research!
 - (2) One of the emphases in the Academic Senate Plenary was diversity in hiring. The state is committing \$62M for new hires, and an important component of this will be a diverse population of new hires.
 - (a) Comment: there is currently a discrepancy between the diversity of our student population and the diversity of our faculty population. This will really become a more important issue down the road to address this.
 - (3) Flyer about baskets for holiday luncheon is circulating. This is one of their big fundraisers for staff events and scholarships. This is a great opportunity to show our support and give back to all the work they do to support faculty.
- iv) President
- (1) Diversity Training is offered online on the district HR website. Any participant on hiring committees must complete this training *every two years*.
 - (2) If you know about a particular school, trade magazine, or discipline or society to advertise positions, please let HR know. There is some flexibility to hire positions through target advertising.
 - (3) The District is moving rather quickly on two large buildings/properties in Camarillo. They have been reminded that the District (not the colleges) is not accredited to do instruction.
 - (4) Mandated claims from the state will be coming to the district (through the allocation model). These are funds that were promised to colleges that never came and were based on mandates colleges were supposed to fill out. The money should be coming to the campus in January and will be going toward deferred maintenance.
 - (5) Rick Post has been hired to serve as the Vice Chancellor of Institutional Effectiveness. The position description has been vetted between senate presidents and Michael Shanahan. This description is intended to be written for the permanent position. In the past there was a Vice Chancellor of Instruction. It is not clear whether it was the same title, or the same position description. In our Decision Making Document from 2008, there is a box for this position.
 - (a) Words like 'facilitate and coordinate' have been substituted in place of 'oversee and evaluate.'
 - (b) Did the pay scale change to be higher or lower than presidents? Response: it is on par with Presidents, though there has been discussion about raising presidents' salaries. In theory, presidents will be paid higher.
 - (c) Comment: we believe that instruction is based at the college level. We want to make sure that we are not setting a negative process in motion that would adversely affect who does what in terms of instruction and curriculum.

IV) Unfinished Business

- a) Student Success Plan
 - i) Explanation and summary of the five points of the plan.
 - ii) **Approval of the Credit Student Success Plan, final draft with Erik Reese abstaining.**
 - iii) Comment: we'd like to express appreciation for the work that has been done on this plan.
 - iv) This will be revamped and extended next year. We'd like to get even more funding next year.
- b) Title IX
 - i) There are several AP/BPs that address issues related to Title IX (such as reporting crimes. This is a first reading. Most of these documents follow league verbiage and require adherence by law. These documents are increasing awareness that we need to receive professional development training to respond to situations appropriately.)
- c) ACCJC Task Force
 - i) The Board of Trustees heard the Task Force's recommendations and approved them unanimously. By March there should be a new plan. ACCJC is likely on its way out.
- d) Emergency Preparedness
 - i) Tabletop exercises are essentially exercises that test and run through mechanisms for how various organizations and entities address emergency situations. The purpose is to gather police, fire department, emergency preparedness and first responders together and work through plans and logistics.
 - ii) President Sanchez is very much interested in this. We agreed that Sharon Manakas and Carol Higashida could serve as faculty on the tabletop exercises. Howard Davis is the faculty voice on the emergency committee, but is not involved in the tabletop exercises.
- e) Faculty Handbook
- f) Accreditation

V) New Business

- a) AP/BP 5070, 5075, 3500, 3510, 3515, 3540
 - i) See Title IX in 'Old Business' for AP/BPs 3500, 3510, 3515, 3540, which deal with Title IX.
 - ii) Introduction to AP/BPs 5070 & 5075.
 - (1) Policies
 - (2) Question regarding positive attendance: For courses that do not meet regularly (e.g. labs that meet 3 days a week, but with different hours), what are we to do about this? By nature these classes don't meet during regular recurring hours. Response: This is not a policy thing, but perhaps a banner issue.

- (3) Question: Is there a policy regarding record keeping? Response: We are trying to find some legal counsel on this.
- b) Standing Committee year end survey
- i) We'd like to make sure we have an opportunity to improve our standing committees. We have a rough document as a starting point for conversation that would allow faculty to evaluate how work is going on each standing committee.
- (1) Initial suggested questions:
- (a) Attendance of committee meetings (always; routinely; would like to attend but prohibited by schedule; rarely)
 - (b) Believe committee effectively completes its mission (rank 1-5)
 - (c) Believes committee performs valuable work for college
 - (d) I have a better understanding of college governance and college activities from my service
 - (e) I feel I have provided valuable service to committee and college
- c) Plenary Fall 2015 report – resolution highlights
- i) Resolution highlights
- (1) ACCJC – strong support of recommendation of task force to establish a new accreditation body.
 - (2) Bachelor Degree – establish minimum qualifications, upper division and GE patterns.
 - (a) These degrees are very much inline with CTE, and not in conflict with CSUs and UCs.
 - (b) The idea is to move quickly to nursing programs. There is a current problem with associate's degrees for RNs. They need nurses with bachelor's degrees.
 - (3) SRCC – re-look at membership to include faculty
 - (4) LGBTQ – data collection to look for equity issues
 - (5) Online rubric – to be determined by local senates
 - (6) External curriculum – canned from AACC, honors – guard primacy of local curriculum
 - (7) Alternate prereq for stats
 - (8) C-ID on transcripts
- ii) Hot topics of break-out groups
- (1) Diversity training / hiring
 - (2) Non-credit (ESL and CTE-related offerings). Faculty are compensated the same way.
 - (3) Dual enrollment
 - (4) Bachelor's degree
 - (5) IEPI – Institutional Effectiveness Partnership Initiative
 - (a) This has to do with the goals we are asked to create that are numbers-based, and far more specific than before. Standing committees will need to vet and discuss.
 - (6) SWFTF
 - (a) \$4M budget for this task force, tasked by creating 1M new CTE workers. This is a huge piece.
 - (7) Assessment
 - (a) They're talking about soft rollout of a statewide assessment for math and English. We need to have discussion on this to see how it fits with our situation.
 - (8) Online rubric
 - (a) This is part of the resolutions listed above.
- d) CTE Initiative
- e) Hiring
- i) There was a suggestion to soften the points system for hiring recommendations.
- f) Institutional Effectiveness Goals

VI) Announcements

- a) December 10th 11:30am-1pm Holiday luncheon
- b) Spring Flex Equity Summit – January 7th & 8th