

Moorpark College Academic Senate Meeting Minutes

Tuesday, February 16th 2016, 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	Marnie Melendez Joanna Miller
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		
ACCESS	Melanie Masters	X	Mathematics	Renee Butler	X	
Athletics	Vance Manakas	X	Music/Dance	James Song	X	
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		
Chemistry/Earth Sciences	Deanna Franke	X	Student Health Center	Sharon Manakas		
Child Development	Kristi Almeida- Bowin / Cindy Sheaks-McGowan		Visual & Applied Arts/Media Arts	Mike Hoffman	X	
Comm Studies/Theater Arts/FTVM	Rolland Petrello	X	World Languages	Raquel Olivera	X	
Counseling	Chuck Brinkman	X	Curriculum Chair (non-voting)	Jerry Mansfield		
English/ ESL	Sydney Sims	X	<i>Student Liaison</i>	Carmel Guthertz		
EATM	Cindy Wilson	X				

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

II) Approval of Minutes

- a) February 2, 2016 – tabled for next meeting.

III) Reports

- a) Committees
- i) CurCom
 - (1) If you have curricular changes for the Fall catalogue, you need to present these to the committee as soon as possible.
 - (2) ACCESS: there are some students who prefer not to have any online component to the class. Is there a way to have that marked in the catalogue so those students can navigate their options efficiently?
 - (3) Music and Kinesiology departments have some concerns with how their degrees are listed in CurricUNET. This is the kind of information the curriculum committee is looking to have.
 - ii) Fac/Tech
 - (1) Old ceramics classroom is being repurposed and should be ready for a large classroom (50-70 seats) for the fall.
 - iii) Prof Dev
 - (1) If you are coming to the morning session for the March 1st Flex Day, RSVP so that you can have lunch provided for you.
 - (2) Safe zone is a workshop designed to help train faculty deal with gender and harassment issues in a receptive and helpful way for students.
 - iv) Fiscal
 - (1) There is a large allotment (1/4 billion) the state will disburse for CTE. It is still unclear how it will be allocated. As we receive details we will inform the Senate as soon as possible.
 - (2) 1000 Scholars – currently 111 students have received these funds. There is a discussion about whether we should open this for the summer. One suggestion is that a student who enrolls in one class might be able to receive the scholarship for a second class. This would be during the first summer session, so that the FTES would count for this year's FTES numbers.
 - v) SLO
 - (1) We need to have a place where we are archiving rubrics for SLOs and examples of good assessment models, for the purposes of being ready for accreditation and maintaining a useful repository.
 - (2) What's the difference between an SLO and a CLO? SLO is a broader concept, and CLO would be how we typically view SLOs, that is, a Course-Level Outcome.
 - vi) SS&E
 - (1) A new workgroup, 1st Year Experience, is being formed to assist and track students who are coming to Moorpark College for the first time this fall. This is part of the Student Success and Equity plans.
 - vii) EdCAP
 - (1) The committee is looking at the Institution-Set Standards.

- viii) DE
 - (1) See below, IV) a.
- b) Officer Reports
 - i) Treasurer, Secretary, Vice President have reports tied to items already on agenda. See below.
 - ii) President
 - (1) Deans - Hiring for the new positions will likely occur in March.
 - (2) There has been serious concern from the Oxnard Academic Senate about the BoT agenda item to extend Chancellor Luskin's contract extension with an open-ended expense account (no set amount), a 20% pay raise, and a package for early termination. The BoT received pushback on this before, and they came back with a \$10k decrease, but the board still feels that stability during accreditation is important. They also raised a concern about the salary level when the position is advertised – this is one of the lowest four chancellor salaries in the state.
 - (a) Our Senate concerns on this subject:
 - (i) The position should have no 'golden parachute,' since the position was temporary going in.
 - (ii) How about a month-to-month contract?
 - (iii) Does this adversely affect our accreditation status? This position was appointed, and there was no committee that reached this decision aside from apparently the Chancellor in discussion with the Board.
 - (iv) How involved is the Chancellor in the reports for accreditation in the first place that would warrant a temporary salary increase?
 - (v) Balance: If this is an urgent concern to the Board, can these same salary increases be provided to faculty as well?

IV) Unfinished Business

- a) Distance Education – Canvas
 - i) The DE committee has recommended we move to Canvas. If there is approval from the BoT in April, faculty can start using it this summer, provided they have the training.
 - ii) Faculty have spread the word, and there has been generally positive feedback.
 - iii) **Motion to recommend a switch to Canvas for the college LMS carries unanimously.**
 - iv) SARA (State Authorization Reciprocal Agreement)
 - (1) The College may have to pay fees to have students from out of state take DE courses. Students would pay out-of-state tuition. There are not currently a high number of Moorpark College students from out of state taking classes, so this is not a high impact for FTES.
 - (2) We hope there will in a multi State agreement regarding this. But it is still being worked on.
 - (3) We can either block students who want to take classes from out of state, or allow students to take classes (provided we have agreements with their States) until SARA is approved at the state level. We would want to sign agreements with the lower cost States and those who represent most of out students.
 - (4) **Motion to approve the support of SARA by taking short-term measures 'in the spirit' of SARA carries unanimously.**
- b) Institutional Effectiveness Goals
 - i) Regarding Basic Skills, there is a concern whether we should go with a lower percentage.
 - ii) We have five years of data. We set goals for the 1-year short-term goal that we think are realistic based on trend. For the 6-year goal, we have room to move the numbers in a positive way. This aspirational thinking would be based on confidence that SS&E plans have a positive impact.
 - iii) 5% has been a broad suggestion for improvement on each of the defined goals. See the document [2016 Institutional Effectiveness Goals Worksheet](#) for reference.
 - iv) We will need to vote on this at the next meeting.
- c) Committee Representation with new divisions
 - i) **Motion carries unanimously to accept the list of reps from 8 divisions as presented.**
- d) Accreditation
 - i) Self-study time line
 - (1) There is a concern to make sure all three colleges are consistent in terms of what each reports in terms of direction and effectiveness.
 - (2) The accreditation guidebook changed over the summer, after our first draft had already been started.
 - (3) The Quality Focus Essay will not be a lot of action items, but will be two or three overarching things presented as areas of focus for the next few years. A draft of this will be forthcoming, likely in March.
 - ii) District Making Decisions Document
 - iii) District Integrated Planning Manual
 - iv) District Functional Map
 - v) District Master Plan
 - (1) The District has a Master Plan but not a strategic plan. There have been some meetings for this to be outlined. This also has to do with the temporary VC of education position. We are hoping for this position to be defined clearly, with an emphasis on a clear division between educational decisions resting on the colleges (not the district) and what the person holding this position would be tasked to achieve.
- e) 16-week semester
 - i) The PAC would be impacted in terms of technical staff if the semester were shortened a week.
 - ii) ACCESS has students who would be negatively impacted by a reduced semester. Response: research is also showing that accelerated math is a good thing, and the state is moving in this direction.
 - iii) Most 4-year institutions in the state use a 16-week semester. It would make sense to align with other institutions.

- iv) From a purely instructional standpoint, the 17-week semester feels long for many faculty, and there is a lull that typically occurs about 2/3 of the way through the semester. A condensed amount of time would positively impact the classroom setting and likely keep students on a better pace.

V) New Business

- a) Templates for Standing Committee minutes
 - i) There is a suggestion for the mission to be included in the minutes of the standing committees (and Senate)
 - ii) The suggestion is also for the template to be optional.
 - iii) General consensus for us to do this.
- b) Holiday luncheon, awards, & bricks
 - i) Do we want to continue this holiday tradition for staff to be given a free luncheon?
 - ii) It is very well attended from the staff perspective, with faculty also joining, but not as high of a rate.
 - iii) People attend sometimes without signing up.
 - iv) We have done an end-of-year luncheon for years, but when big cuts occurred for staff, we started to pay the cost for staff to attend.
 - v) Perhaps we can call it 'Appreciation Luncheon'?
 - vi) Consensus to continue with the luncheon. We need to encourage RSVPs. Staff would be free if they RSVP, but would need to pay if they come without RSVP.
 - vii) \$5 extra cost for those who do not RSVP.
 - viii) Proposal to hold this Thursday, May 12th this year (the first day of finals).
 - ix) Bricks
 - (1) We need a workgroup. Rolland Petrello, Cindy Wilson, Erik Reese, Renee Butler will participate.
- c) 4-year institutions partnering with Moorpark College
 - i) Several institutions besides LaVerne have approached Moorpark College about allowing them to have a presence on campus. (National University is one in particular)
 - ii) Every school is hunting for FTES.
 - iii) The President envisioned something similar to what College of the Canyons has, which is a center that allows private and not-for-profit 4-year institutions to serve students on campus.
 - iv) CSUCI has a program with SBCC to offer classes on SBCC's campus, and they also offer classes remotely at Thousand Oaks. We should look for this to be an option as well.

VI) Announcements

- a) March 1st – Flex Day