

# Moorpark College Academic Senate Meeting Minutes

Tuesday, September 6<sup>th</sup>, 2016, 2:30-4:00pm in Admin 138

## Mission Statement

With a "students first" philosophy, Moorpark College empowers its diverse community of learners to complete their goals for academic transfer, basic skills, and career technical education. Moorpark College integrates instruction and student services, collaborates with industry and educational partners, and promotes a global perspective.

STANDING MEMBERS / ACADEMIC SENATE REPRESENTATIVES						Guests
POSITION	NAME	PRESENT	POSITION	NAME	PRESENT	Rex Edwards
ASC Pres (Acting)	Nenagh Brown	X	Health Sciences	Dalila Sankaran		
ASC V.P. (Acting)	Nathan Bowen	X	Kinesiology/HED	Remy McCarthy	X	
ASC Secretary (Acting)	Erik Reese	X	Library	Mary LaBarge	X	
ASC Treasurer	Renee Butler	X	Life Sciences	Jazmir Hernandez / Carrie Geisbauer		
ACCESS	Melanie Masters	X	Mathematics			
Athletics	Vance Manakas	X	Music/Dance	James Song		
Behavioral Sciences	Dani Vieira / Kari Meyers	DV	Physics/Astronomy/Engineering/CS	Ronald Wallingford / Scarlet Relle	RW	
Business	Reet Sumal / Ruth Bennington	RS	Social Sciences	Hugo Hernandez (F) / Susan Kinkella / Rex Edwards	HH	
Chemistry/Earth Sciences	Deanna Franke	X	Student Health Center	Sharon Manakas		
Child Development	Cindy Sheaks-McGowan	X	Visual & Applied Arts/Media Arts	Mike Hoffman	X	
Comm Studies/Theater Arts/FTVM	John Loprieno	X	World Languages	Raquel Olivera		
Counseling	Traci Allen	X	Curriculum Chair (non-voting)	Jerry Mansfield	X	
English/ ESL	Sydney Sims	X	<i>Student Liaison</i>			
EATM	Gary Wilson	X				

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

- a) David Mirisch introduced some forthcoming events being run by the Foundation, including a presentation by Steve Binder on September 26, 6:30pm, at EATM
- b) Melanie Masters expressed her concern that ACCESS might not be adequately represented on our standing committees this year because so many of the faculty are new and on tenure so are discouraged from being reps.

## II) Approval of Minutes

- a) August 30, 2016 – approved with Sydney Sims and Remy McCarthy abstaining.

## III) Reports

- a) Committees
  - i) CurCom, (Jerry Mansfield)
    - (1) Committee membership is more stable than he has ever seen and is diligently processing and updating our curricula
    - (2) Moorpark College is ranked third in the state in ADT's and first among schools our size—we have 27 ADT's
    - (3) 2 new programs in the works—opticianry and business of fitness
  - ii) Fac/Tech, Prof Dev, Fiscal, SLO, SS&E, EdCAP, DE
- b) Officer Reports
  - i) Treasurer
  - ii) Secretary
    - (1) We will not be providing paper copies of documents for Senate meetings unless there are last minute documents
    - (2) Comment—Please have the documents ready early so members have time to print the documents
  - iii) Vice President
    - (1) Senate dues—draft presented to encourage faculty to contribute dues
    - (2) Raising dues—details to be discussed later (on agenda)
    - (3) Sabbatical orientation room will be AC-221
      - (a) Thu Sep 8<sup>th</sup> 10am in AC-221
      - (b) Tue Sep 13<sup>th</sup> 2pm in AC-221
      - (c) Sabbatical call ought to come out today

- iv) President
  - (1) English will be hiring for two based on prioritization along with psychology & sociology for Spring hires
  - (2) We are looking for volunteers for both tenure and hiring committees
  - (3) Accreditation
    - (a) First organizational meeting happened on campus today
    - (b) Dr. Burke and Dr. Burger, both from Pierce College will head the team of 12-15 members.
    - (c) The committee is currently receiving access to portal (including D2L,Canvas, and CurricUNet) and TracDat. They will be looking at DE courses in detail.
    - (d) Meet & Greet on Mon Sep 26<sup>th</sup> with details forthcoming
    - (e) Most interviews on Tue and Wed
    - (f) Exit interview on Thu Sep 29<sup>th</sup> ~1pm: formal statement
  - (4) Lock Bløks—installed as a safety issue in response to recent campus shootings, such as the UCLA incident last spring.

#### IV) Old Business

- a) Forthcoming elections for AS officers for 2017-19 term
  - i) This semester is an election year for AS officers
  - ii) Dani Vieira to chair, Hugo Hernandez & Sydney Sims to complete the Elections Committee to oversee these elections
  - iii) Committee charged to make sure the elections are transparent, fair, and follow the faculty code of ethics
    - (1) Committee to discuss the possibility of electronic elections and report back to ASC with pros and cons
- b) Standing committee representatives for 2016-17: updates
  - i) **Ratified with no abstentions**
- c) AS budget report, 2015-16
  - i) Broke even last year on expenditures (but unable to finance some of traditional Senate practices of previous years)
  - ii) **Budget approved with unanimous vote without abstentions**
- d) BP/AP 6200: Budget Preparation
  - i) Minor correction to annotation on agenda item: summer FTESs used to be included in the following year (not previous year) but now can be previous or following year
  - ii) **Unanimous approval with Melanie Masters abstaining**
- e) Workgroup on Senate “bricks”
  - i) Tabled for future meeting after the workgroup meets

#### V) New Business

- a) AS Council assessments from May, 2016
  - i) Items 2-5 all ranked very highly indeed (with the 5<sup>th</sup> one not quite as high, which asks how much each member felt they had contributed to the work of the committee).
  - ii) Comments on heavy reading load, and how best to improve communication of senate work to a larger audience
  - iii) Recommendation for Senate members to be invited to regional ASCCC meeting (Area C)
- b) AS goals and progress for 2015-16
  - i) Please review the goals and progress
  - ii) Send any additional items to the Secretary
  - iii) These goals to be ratified next meeting
- c) AS goals for 2016-17
  - i) Goals have not changed from 2015-16 but the action plans most certainly will have.
    - (1) Common assessment initiative is being implemented a year ahead of schedule (Fall 2017)
    - (2) Include ACCESS in a campus-wide center, need for faculty involvement in facilities
    - (3) EATM—another example of the need for faculty involvement in facilities -- 52 students...room can handle up to 54 but not quite the increase in FTES that may be wanted
    - (4) Early alert systems—Grades First has been initiated at MC but the State is now encouraging use of Starfish in 2 years, an alternate system.
    - (5) Three non-tenure track counselor positions are starting within the district — be aware that this is not a precedent for non-tenure track faculty positions, but are coming through grants.
    - (6) Canvas—how best to train the faculty for its use
    - (7) Math bridge sessions—twice as big this year and multiple classes of each – and other new bridge sessions being initiated under 3SP grant
    - (8) New Basic Skills grant starts this year; new CTE Workforce grant coming this semester, joining our existing 3SP, Equity, and Basic Skills grants
    - (9) Enrollment management: add more sports if more money?
      - (a) Athletes must be full time students
      - (b) Faculty need to be fully involved in enrollment management discussions
    - (10) Accounting and business management is growing and looking for class/lab space to handle ~10 CRN’s
      - (a) Would like input on the design of classrooms for specific uses
      - (b) Another example of need for faculty input on facilities
    - (11) Wayfinding to happen this year

- (12) Returned emphasis on productivity
    - (a) Big push on FTES and productivity in program plans
    - (b) Music has one-on-one training, which does not bode well for the productivity metric
    - (c) ACCESS classes limited to 20 students as well...has impact on productivity
    - (d) Many complex issues to consider when targeting the overall 525 productivity expectation of the college
  - (13) 50<sup>th</sup> Anniversary Celebration ought to be supported by the Senate
  - (14) Become fully informed on new options such as non-credit courses, adult-education, and dual versus concurrent enrollment in our quest for FTES so we can participate in exploring all options
  - (15) Communicating rationale and purpose of SLO's & PLOs and their relationship to ILO's to all faculty
  - (16) Please send your ideas for action items! And ideally those stated today but unintentionally missed
- d) Review of BP/AP 7120-E on emergency hiring of part-time faculty
    - i) HR's response to real-world constraints on last-minute hiring: two options.
    - ii) AP lays out reduced procedure for hires within 15 days of the start of a class (Section E – Exigent Hiring)
    - iii) HR also sent out email for hires within 5 days of start of a class (handout, to go on webpage). This is very abbreviated but is not a hire, as such. It gets a faculty member in the classroom but then you have to have a full and open hire before the next semester.
  - e) AS membership contributions
    - i) A vote needed next ASC meeting on (1) whether to raise the amount of the contributions, and then if yes, (2) the amount of any raise for FT and PT faculty
    - ii) Treasurer will find out how many faculty currently contribute to the fund

**VI) Announcements**

- a) Sept 16<sup>th</sup> – Strategic Planning Session (Fall Fling)
- b) Oct 15<sup>th</sup> – ASCCC Area C Meeting (PCC)
- c) Nov 3-5<sup>th</sup> – ASCCC Fall Plenary