

Moorpark College Academic Senate Meeting Minutes

Tuesday, March 6th, 2018, 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, 2016-17						Guests
POSITION	NAME	PRESENT	POSITION	NAME	PRESENT	
ASC Pres	Nenagh Brown	X	Health Sciences	Michelle Dieterich / Dalila Sankaran	MD	Rex Edwards Marnie Melendez Josepha Baca Jodi Dickey Dean Lisa Putnam
ASC V.P.	Nathan Bowen	X	Kinesiology/HED	Remy McCarthy	X	
ASC Secretary	Erik Reese	X	Library	Mary LaBarge	X	
ASC Treasurer	Renee Butler	X	Life Sciences	Jazmir Hernandez / Carrie Geisbauer	JH	
ACCESS	Jolie Herzig / Silva Arzunyan	JH	Mathematics	Vahe Khachadorian / Rena Petrello		
Athletics	Vance Manakas	VM	Music/Dance	Brandon Elliott / James Song	BE	
Behavioral Sciences	Dani Vieira / Kari Meyers	DV	Physics/Astronomy/Engineering/CS	Ronald Wallingford / Scarlet Relle	RW	
Business Administration	Reet Sumal / Ruth Bennington	RS / RB	Social Sciences	Hugo Hernandez / Susan Kinkella	HH	
Chemistry/Earth Sciences	Tiffany Pawluk / Deanna Franke	TP	Student Health Center	Sharon Manakas / Silva Arzunyan	SM	
Child Development	Cindy Sheaks-McGowan		Visual & Applied Arts/Media Arts	Mike Hoffman	X	
Comm Studies/Theater Arts/FTVM	John Loprieno	X	World Languages	Helga Winkler / Alejandra Valenzuela	HW	
Counseling	Chuck Brinkman / Traci Allen	TA	Curriculum Chair (non-voting)	Jerry Mansfield		
English/ ESL	Sydney Sims / Jerry Mansfield	SS	Student Liaison	Cassi Cardoza	X	
EATM	Gary Wilson / Cindy Wilson					

In accordance with the Ralph M. Brown Act and SB 751, minutes of the Moorpark College Academic Senate Council 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

- a) Vance Manakas
 - i) Women's Basketball coach honored as state "Coach of the Year"
 - ii) Team has an overall GPA of 3.21 with 2 of the students earning a 4.0 GPA while taking 15-17 units
- b) John Loprieno—Comedy of Errors opens this month and runs March 8th-17th
- c) Nenagh Brown—Congratulations and thanks to the DE team for putting on a highly successful district DE Summit, held at MC this year

II) Approval of Minutes

- a) February 20, 2018—approved with Nathan Bowen, Michelle Dieterich, & Hugo Hernandez abstaining

III) Old Business

- a) Academic Senate Council membership
 - i) To be discussed next senate meeting
- b) Academic Senate Scholarships
 - i) Workgroup recommended to use the \$1500 in full, divided equally among up to 3 deserving students
 - ii) Updated the process slightly so that both the nomination form from the faculty member and the application from the student are due together at the same time

- iii) Working with Maria Perez-Medeiros to include the senate scholarship into the Moorpark College online application system
- iv) Completed student applications along with the nomination form are due April 9th 4pm
- v) Letter to the faculty and nomination form have been approved with Sydney Sims voting against

IV) New Business

- a) Guided Pathways Plan—Traci Allen and Dean Lisa Putnam
 - i) Plan to plan for next 18 months via four cross-functional workgroups
 - (1) Mapping—path of courses for each major
 - (2) Meta-majors—grouping of related majors of similar attributes
 - (3) Students services—scaling GPS
 - (4) Education and career alignment—one aspect of which is dual enrollment
 - ii) Call will go out for a lead for each workgroup to start in Fall 2019
 - iii) First two guided pathways workgroup meetings this semester will lay the groundwork for the actual work to start in the Fall
 - iv) Looking for participants on the workgroups
 - (1) Please contact Traci and Lisa to secure your spot on your favorite workgroup or workgroups
 - v) Only 17% of Moorpark’s full-time students with the goal to transfer actually transfer in three years
 - vi) This is a 5 year plan and likely longer in the larger sense as what is implemented will continue to function beyond that time frame
 - (1) \$300k for first two years and drops after that
 - (2) These are start-up funds to make things happen early on; we will then need to find any needed maintenance funds to keep things going
 - vii) Nenagh Brown
 - (1) Senate resolved to move forward with Guided Pathways
 - (2) Were particularly interested in the budget that is being presented today
 - (3) College and AS presidents’ signatures required on this Plan; it is likely that signatures will be required on each annual budget
 - (4) Went over the budget in some detail
 - (a) Comment: Would be helpful to have unused portion reported on the budget as well
 - (b) Question: Can money for our expert be diverted to web development, for instance?
 - (i) Answer: Expert has been helpful but we will reassess the value of continuing to spend on the current expert in April after the next visit
 - (c) Faculty leads for each workgroup will have release time
 - (i) Initially 0.4 release time, ~2 days per week, for the mapping faculty lead
 - (ii) Meta-Majors, Student Support, and Education and Career Alignment each will have 0.1 release time this first year
 - (iii) Note that the release time for these workgroup leads will likely change in the future
 - (iv) Question: Why the 0.4 vs 0.1 split?
 - 1. Answer:
 - a. Meta-majors happen after the program mapping
 - b. Will not commit to meta-majors until Fall 2019 or may decide not to move forward with them
 - c. The load will change based on the will of the college on how to proceed
 - (v) Student support will also start with a 0.1 load and this lead could be classified as well as faculty
 - 1. Asking for 3 student success coaches and will figure out which services are most easily scalable
 - (vi) Education and career alignment
 - 1. Also 0.1 load release for lead person: faculty or classified
 - 2. Dual enrollment (K-12), CTE, and transfer pieces as well
 - 3. Want student services assistants for more outreach, getting the word out to high schools, etc.
 - (vii) Management support
 - 1. Dean of Research (20%): 1 day per week
 - 2. Dean of Guided Pathways (20%)
 - 3. And admin support for those deans
 - 4. Question: Why are the 50% and 20% dean salaries not consistent? They do not scale properly and will be looked into.
 - 5. Question: Why start GP Dean at 50% support, then lower to 40% and 20% in the following years?
 - 6. Answer:
 - a. Workgroup leads will shoulder some of the work so less burden on the GP dean
 - b. Lisa: Implementation of the Guided Pathways framework is the focus of the grant
 - i. Pay for release time of the workgroup leads and support staff
 - c. Paying for the new now and then will become part of the dean’s normal work carrying it forward once it is actually implemented
 - d. Was also a discussion about how much funding ought to go to management positions since it is grant based
 - (viii) Note that the funding is already insufficient and will likely be even more expensive than already planned
 - 1. Note that excess in year 1 suffices to compensate for the years 2 and 3 deficit

- (ix) There is a 5 year budget that will be posted on the AS site
 - (x) Comment: How do you implement new positions on grant (soft) money when it goes away in 5 years?
 - 1. Question: What happens to the new positions when the grant goes away?
 - a. Answer: When a grant goes away the position has historically been absorbed into general funds if needed but some go away. Time will tell.
 - (xi) Note that the new, Student-Centered Funding Model from the state plays into the Guided Pathways framework
 - (xii) Dual enrollment
 - 1. Point is to encourage students without college on the horizon to consider college and foster a college going culture
 - 2. Working on dual enrollment certificates of completion that will help in the new funding model as well
 - 3. Re-envision dual enrollment to hire qualified high school instructors to teach at the high schools during high school hours
- b) Summer & Fall 2018 Registration – Jolie Herzig
- i) Summer and Fall registration happens simultaneously
 - ii) However must log out of Summer registration to enroll for Fall and vice versa
 - iii) Payment is complex
 - (1) Summer will be charged right away
 - (2) Fall will be charged later or can “overpay” now and have faith in the college to work it out
 - (3) There will be a reminder sent to enrolled students in June about payment, but there is a question as to whether students will actually check email, and if not, possibly be dropped from class
 - iv) All high school students entering Moorpark College ought to apply for Summer instead of Fall so they have the option to take Summer classes
 - (1) If take Summer classes then information will roll over into Fall
 - (2) If not then will have to re-apply if they want to then take Summer classes
- c) Great Teachers Seminar
- i) To be discussed next meeting
- d) Study Abroad Advisory Committee
- i) Committee has convened twice this semester and is developing the process to apply for study abroad
 - ii) Recommendation process and application form drafts were presented in hardcopy
 - iii) Process
 - (1) Annual call for programs at least a year in advance
 - (2) Time is your friend to recruit students for these programs so the more lead time the better
 - (3) Ideally the committee will put out a call with a closing date between now and April to get back to applicants by the first week of April
 - iv) Read this carefully and come back to next senate meeting to vote as a recommendation to the Vice President of Academic Affairs
 - v) Instructors need to recruit before summer starts and know that they have institutional support in this endeavor

V) Reports

- a) Committees—written format as meeting attachment
 - i) CurCom
 - ii) Fac/Tech
 - iii) ProfDev
 - iv) Fiscal
 - v) SLO
 - vi) EdCAP
 - vii) SS&E
 - viii) DE
- b) CTE Report
- c) Officer Reports
 - i) Treasurer
 - (1) Currently at \$9407.72 in our coffers
 - ii) Secretary
 - iii) Vice President
 - (1) Distinguished Faculty Chair (DFC) closing date is March 21
 - (2) Nominating a peer is a lot of work but also a great honor for the nominee
 - (3) All Senators are encouraged to actively consider the department they represent and nominate any appropriate person
 - iv) President
 - (1) Attending all Program Plan meetings is humbling; they are amazing! Only a few left to review.
 - (2) EdCAP will discuss updating the current program plan annual process

- (3) District HR has posted top 6 FT faculty positions for hire with the caveat for the final one that it is “ subject to funding”

VI) Announcements

- a) March 21: Deadline for Distinguished Faculty Chair nominations
- b) March 24: ASCCC Area C Meeting
- c) April 12-14: ASCCC Plenary
- d) April 20: Moorpark College Planning Retreat
- e) May 16: Academic Senate Year-End Brunch