

Moorpark College Academic Senate Meeting Minutes

Tuesday, September 4th, 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, 2018-19						Guests
POSITION	NAME	PRESENT	POSITION	NAME	PRESENT	
ASC Pres	Nenagh Brown	X	Health Sciences	Michelle Dieterich / Dalila Sankaran	DS	Jodie Dickey Patty Colman Rex Edwards VPSS Amanuel Gebru Dean Karen Rothstein Perry Martin Wendy Mayea, Assistant Director of Student Support at SVUSD April Jacobsen, Assistant Principal at Simi Valley High School Seville Ajiri, Dual Enrollment Counselor Assistant
ASC V.P.	Nathan Bowen	X	Kinesiology/HED	Remy McCarthy / Adam Black	RM	
ASC Secretary	Erik Reese	X	Library	Mary LaBarge	X	
ASC Treasurer	Renee Butler	X	Life Sciences	Jazmir Hernandez / Yana Bernatavichute	YB	
ACCESS	Jolie Herzig / Silva Arzunyan	JH	Mathematics	Chris Copeland / Vahe Khachadorian	CC	
Athletics	Vance Manakas / Mike Stuart	VM	Music/Dance	Brandon Elliott / James Song		
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 / Rex Edwards	HH	
Chemistry/Earth Sciences	Tiffany Pawluk / Deanna Franke	TP	Student Health Center	Sharon Manakas / Silva Arzunyan	SM	
Child Development	Cindy Sheaks-McGowan	X	Visual & Applied Arts/Media Arts	Cynthia Minet	X	
Comm Studies/Theater Arts/FTVM	John Loprieno / Rolland Petrello	JL	World Languages	Helga Winkler / Alejandra Valenzuela	HH	
Counseling	Chuck Brinkman / Traci Allen		Curriculum Chair (non-voting)	Jerry Mansfield	X	
English/ ESL	Sydney Sims / Jerry Mansfield	SS	CTE Liaison (non-voting)	Josepha Baca	X	
EATM	Gary Wilson / Cindy Wilson	GW	GP Liaison (non-voting)			
EOPS	Marnie Melendez / Angie Rodriguez	MM	Student Liaison (non-voting)	Ashley Avakian	X	
Part-Time Rep	<i>vacant</i>					

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) Sharon Manakas—flu shots available for \$20. Look for email with details.
- b) Sydney Sims
 - (1) Moorpark College English Department is #1 in California both in enrolling our students into college-level English within one year, and also in successful completion in these college-level classes. Shows that the self-placement is working
 - (2) Chancellor's office will require self-placement materials be approved by the Board of Governors going forward
- ii) Looking for a large stuffed sheep for a staged reading of the Second Shepherd's Play
- c) Reet Sumal
 - i) Amazon renting warehouse space in Newbury Park as reported in an [Acorn article](#)
 - ii) Opportunity for Moorpark College to establish a relationship with Amazon, possibly creating internships etc.
- d) Vance Manakas
 - i) Athletics events have started so please come and support our teams
 - ii) John Loprieno—Cheer and spirit squads also there from the Dance Department
- e) Dalila Sankaran
 - i) National Alliance on Mental Illness (NAMI) walk on Saturday Oct 13 to support mental health

II) Approval of Minutes

- a) August 17th, 2018
 - i) Sydney Sims motioned to approve the minutes and Hugo Hernandez seconded the motion
 - ii) Voted to approve with no abstentions
- b) August 21st, 2018
 - i) Sydney Sims motioned to approve the minutes and Hugo Hernandez seconded the motion
 - ii) Voted to approve with no abstentions

III) Unfinished Business

- a) AS Council and standing committee membership updates
 - i) Motion to ratify updated membership by Gary Wilson and seconded by Hugo Hernandez
 - ii) Vote to ratify membership with no abstentions
- b) Academic Senate Council Membership
 - i) To be discussed at next council meeting
- c) Academic Senate Council Goals, 2018-19
 - i) Presented ranked goals from the vote
 - (1) Top two items for the senate to pursue are:
 - (a) Pursue "normal" (compressed) calendar discussions within the VCCCD
 - (b) Finalize and implement updates to the Academic Senate Council membership to ensure stable and full representation of faculty
 - (2) Full voting results will be listed as an information item for next meeting and posted on the senate site
 - ii) Motion to ratify the electronic vote of the 2018-19 goals by Sydney Sims and seconded by Mary LaBarge
 - iii) Voted to ratify the goals for 2018-19 with no abstentions
- d) Academic Senate Council Assessment
 - i) No comments from senators or others in attendance
 - ii) Nenagh Brown
 - (1) One suggestion from the assessment was a bigger room
 - (2) The Academic Senate scores very highly compared with other committees
 - (3) She will meet next week with Lisa Branton and the deans to look at the overview of all standing committees
- e) Academic Senate Release Time
 - i) Must make release time decision before call for elections
 - ii) Will revisit this topic next senate meeting
- f) New Faculty Orientation (NFO)
 - i) Patty Colman
 - (1) For 7 years Nils Slattum and Patty Colman have been co-facilitators
 - (2) Been going on for ~20 years always led by faculty members
 - (3) Retired from NFO in May but happy to hand it off to other faculty members
 - (4) Evaluations/assessments are performed with larger NFO cohorts as part of a standard evaluation process
 - ii) Nenagh Brown
 - (1) There were rumors that faculty did not step up to fill the roles but not correct
 - (2) President Sanchez decided to run NFO in early July with eye on looking for successors to the NFO facilitators
 - (3) Were unable to officially put out a call for faculty to take over the facilitation of NFO
 - (4) All 4 new faculty are required to attend
 - (5) Patty Colman continues to facilitate the NFO mentor program for a safe place to go to have pedagogical conversations
 - (6) President Sanchez decided he wanted to have the experience of running it and will probably significantly change the content
 - (7) This is not a conflict of interest nor excluded in the terms of the AFT contract
 - iii) What does the group want to do?
 - (1) Sydney Sims
 - (a) Primary way Moorpark College culture is perpetuated is from faculty to faculty, rather than from administration to faculty
 - (b) As that faculty-to-faculty exchange erodes, our identity likewise erodes
 - (2) Yana Bernatavichute
 - (a) How were people like Patty Colman found?
 - (b) Patty Colman
 - (i) Dean (at the time) Lori Bennett simply asked if I would facilitate NFO
 - (ii) There has not been release time for NFO facilitators for the past 7 years
 - (3) Jolie Herzig
 - (a) NFO program was specifically commended in the last accreditation report
 - (4) Mary LaBarge
 - (a) Every one of the constant evaluations of faculty going through the tenure process goes to the relevant deans, VPs and the president
 - (b) NFO was the one place where it was faculty to faculty and not the managers
 - (5) Ruth Bennington—Does it fall within 10+1?
 - (a) Nenagh Brown—professional development is fully in the faculty purview

- (b) Seems like a conflict of interest with management running NFO
- (6) Helga Winkler
 - (a) If president wants to control what was a holistic experience, how many faculty are involved in these planned meetings?
 - (b) Managers and counselors have a very different perspective from faculty in the classroom
- (7) Gary Wilson
 - (a) Inform president that we will find faculty willing to take over this role
- (8) John Loprieno
 - (a) Seems like another layer of tenure review
 - (b) What if the NFO administrative group decides the new faculty are not worth tenure but perhaps the discipline faculty disagree? Can the administrative input be over-ruled?
- (9) Renee Butler
 - (a) Willing to facilitate the social aspect of NFO, such as dinners, plays, etc.
 - (b) Asked the President during one of his open door hours if we can have faculty input into NFO but received no answer
- (10) Hugo Hernandez—Can we ask for the NFO curriculum from the administration?
- (11) Reet Sumal—Can we offer NFO as a non-credit course so that it must to be taught by faculty?
- (12) Tiffany Pawluk—Could we please invite President Sanchez to council for a dialog?
- (13) Nathan Bowen—Ought to request for 0.2 release time for each NFO facilitator faculty that corresponds to the 0.4 release time that disappeared from consolidating departments during the last department reorganization
- (14) Yana Bernatavichute —Is there any way to invite the new NFO facilitators, once determined, to the current meetings?
- (15) Sydney Sims—Can we just get more faculty in the room on those Fridays?
 - (a) Nenagh Brown—Will ask President Sanchez to listen to some of these suggestions
- (16) Motion to ask President Sanchez to visit senate and listen to faculty NFO concerns made by Tiffany Pawluk and seconded by Dalilah Sankaran
- (17) Vote approved unanimously
- g) District Grade Policy Concerning Plus and Minus
 - i) Ought to discuss this in detail in senate
 - ii) Discussed this with other senate presidents and there seems to be interest in pursuing this at least at Oxnard College
 - iii) Northern California community colleges have plus/minus while Southern California colleges do not have them
 - iv) Dalila Sankaran
 - (1) One reason given to not have plus/minus is because with the plus/minus there are many more discussions requested by students at in between grades, B vs. B+, for example
 - v) Will revisit this at a future senate meeting

IV) New Business

- a) Dual Enrollment Presentation—Dean Karen Rothstein and Professor Perry Martin
 - i) Amanuel Gebru
 - (1) Strengthened relationship with K-12 in our area
 - (2) Dual Enrollment Academy is a pathway from 9th grade through college, both two and four year
 - (3) Want to encourage students that do not necessarily have college on the horizon and inspire and motivate them to go to college
 - (4) Making sure classes are being filled
 - (5) Want to stream-line everything so that we know what we are offering for the entire year
 - ii) Karen Rothstein
 - (1) Does dual enrollment just help a certain type of student?
 - (2) Building the Dual Enrollment Academy where students will complete 75% of their GE requirements while still in high school
 - iii) Perry Martin
 - (1) Most think dual enrollment only helps the already successful students (AP, etc)
 - (2) Idea of dual enrollment is to give those students that do not see college in their future a pathway early in high school through college
 - (a) Gets underserved students onto the college path
 - (3) Will be going to department and divisions to seek out those interested in contributing to these programs
 - (4) Take it back to your departments and divisions and ask if faculty in your areas are interested in teaching at high schools working with underserved students in the Dual Enrollment Academy
 - (5) Out of 7 high school seniors in Perry Martin's class taught at a High School, 4 of them are now at Moorpark College
 - iv) April Jacobsen & Wendy Mayea
 - (1) Dual Enrollment Academy at Simi Valley High School, focusing on those without college in their view
 - (2) There have been challenges in stepping up the rigor from 9th to 12th grades
 - (3) Small program right now with only a small group of students but will be scaling the program to reach more students
 - (4) Using cohort model to motivate the underachieving students and help them succeed
 - (a) Gets the students to change their ideas on their future path & goals
 - (5) Saw huge improvements in soft skills just with those who attended a summer program
 - v) Questions & Comments
 - (1) Nenagh Brown—One of the Guided Pathways focus areas is dual enrollment

- (2) Hugo Hernandez—What disciplines will you focus on?
 - (a) Not really set in terms of basic areas
 - (b) Talking to counselors and the high schools to see what is desired
 - (c) List of recommended classes will be produced at end of the month at the departmental level
 - (i) Ideally classes that satisfy a GE or IGETC requirement
 - (d) Targeting classes that we think high school students will do well in
 - (e) Business—entrepreneur path/non-traditional options as well
 - (f) Will also have students come take classes at Moorpark College
 - (3) Dalila Sankaran—How does AVID fit into this?
 - (a) Simi Valley currently does not have this state grant program that gives tutoring and counselling to underserved students to prepare them to attend college
 - (b) 160 students at each high school, with a few cohorts at Las Virgenes
 - (4) Cindy Sheaks-McGowen
 - (a) If students need assistance that is normally provided by the tutoring center, where should the students be directed?
 - (i) Direct them to Dean Karen Rothstein
 - 1. Working on embedded tutoring
 - 2. Invite counselors into classes to help provide academic and social support
 - (ii) How are these classes advertised / described? How are high school students brought into taking these dual enrollment classes?
 - (iii) There are parent meetings with course descriptions to inform both the students and parents
 - (5) Reet Sumal—Minimum enrollment number is in the 40-50's or higher at Moorpark College, but in the teens at high schools
 - (a) Is there something along the lines where high schools can guarantee a certain number of students?
 - (i) Cap is at 35 students
 - (ii) Still setting up the structure at the time and part of the low enrollment was the growing pains
 - (iii) Let low enrollment classes run to build relationships and work on higher enrollment for future offerings
 - (iv) The Dual Enrollment Academy will set up a pipeline and hopefully help alleviate enrollment challenges
 - (b) Do we have anything in place to help recruit for classes?
 - (6) Ruth Bennington
 - (a) Are we reaching out to Moorpark Unified and if not, why not?
 - (i) Communication has just started and are working on a College and Career Access Pathways (CCAP) agreement
 - 1. Classes during the day
 - 2. Developmental classes
 - (b) Are continuation students included in the non-traditional student population?
 - (i) Hard to have these students take classes outside of regular school hours
 - (ii) Perry Martin will go do some marketing at continuation schools, already has experience with motivating incarcerated students
 - vi) Nenagh Brown—Completed agreements with high schools will be future information items in the senate
 - vii) Amanuel Gebru—happy to set up a time to discuss the details of the entire Dual Enrollment Academy
- b) Academic Senate Donations—Renée Butler
- i) These are donations and not dues
 - ii) Annual donations possible for full-time faculty and one-time donations also possible for both full- and part-time faculty
 - iii) The donations form will be sent via email and hard copies will appear in your campus mail box
 - iv) Suggested wording: "Request for Annual Donations"
 - v) Dani Vieira—Is it possible to create a PayPal account for the senate? No; should come out of payroll.
 - vi) Please encourage everybody to support the senate with donations
 - vii) Automatic deduction is only for full-time faculty and will occur in the January paycheck.
 - viii) Hugo Hernandez—If we have already signed up for the automatic deductions in the past, we don't have to do anything?
 - (1) Renée Butler—correct
- c) Sabbatical Leave Process Update—Nathan Bowen
- i) Concern from sabbatical recipients about what to do upon finishing?
 - ii) Opportunity to report back to the college and provide insight to future sabbatical seekers
 - iii) Report back will be October 31st and proposals are due the following day. We are looking to change this date if possible (and indeed September 28th at noon is the new date)
 - iv) Nov 1st noon deadline in office of VPAA Julius Sokenu
 - v) Technical Review group deadline is Oct 9th
 - vi) Process changes from feedback from previous group
 - (1) Include stronger language for relating to your department and discipline
 - (2) Logistics—more specificity in the proposals, timelines, etc.
 - (3) Qualifications and/or letters of support as applicable to the project's success
 - vii) Proposals put into the rubric for the Technical Review Group
 - viii) Mary LaBarge—Once ready to file reports will they be made available in the library?
 - (1) Could be added to what to do when returning from a sabbatical
 - ix) Hugo Hernandez—When will the post sabbatical presentation take place?

- (1) In February for sabbaticals taken in the Spring, in early Fall for people returning from sabbatical after a Fall leave. The contract states that reports are due six months from the return from sabbatical, so these dates give breathing room beyond the six months.

d) Distinguished Faculty Chair (DFC) Process Update—Erik Reese

- i) Propose the following updates and changes to the DFC process and documents:

- (1) Minor wording changes to try and treat instruction and student service more equitably
- (2) Changing of the timeline with the call in the Fall and close in early Spring
- (3) Changed “VP” references to “Academic Senate Officer appointed by the Academic Senate President”
- (4) Suggested a 15 page maximum for all documents (nomination form & letter, cv, and supporting documents inclusive)

- ii) Nathan Bowen

- (1) One suggestion was to only limit the letters of recommendation to a maximum of 5 letters

e) Elections Committee formation for officer elections

- i) Required in AS bylaws for transparent running of elections for senate officers
- ii) Will request volunteers again next senate meeting

V) Reports

a) Officer Reports

- i) Treasurer
- ii) Secretary
- iii) Vice President
- iv) President

b) CTE report

VI) Announcements