

Moorpark College Academic Senate Meeting Minutes

Tuesday, September 18th, 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	Rex Edwards Jennifer Lawler Felix Masci Nils Slattum President Luis Sanchez
ASC V.P.	Nathan Bowen	X	Kinesiology/HED	Remy McCarthy / Adam Black	RM	
ASC Secretary	Erik Reese	X	Library	Mary LaBarge	X	
ASC Treasurer	Renée Butler	X	Life Sciences	Jazmir Hernandez / Yana Bernatavichute	JH / YB	
ACCESS	Jolie Herzig / Silva Arzunyan	JH	Mathematics	Chris Copeland / Vahe Khachadoorian	CC	
Athletics	Vance Manakas / Mike Stuart		Music/Dance	Brandon Elliott / James Song	BE	
Behavioral Sciences	Dani Vieira / Kari Meyers	DV	Physics/Astronomy/Engineering/CS	Ronald Wallingford / Scarlet Relle		
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		World Languages	Helga Winkler / Alejandra Valenzuela	HW	
Counseling	Chuck Brinkman / Traci Allen	CB	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	AR	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) Hugo Hernandez
 - i) Looking for Moorpark College faculty to participate in contract negotiations
 - ii) If interested in participation, statements of interest are due by Sept 20
 - iii) Email questions and/or interest in participating to Steve Hall at steveaft1828@gmail.com
- b) Jerry Mansfield
 - i) Will likely stop curriculum in October with the final Tech Review on Oct 18, but not definitively decided as yet
 - ii) Trying to get all new and substantial revisions through the process first to be ready for regional approval
 - iii) Regular COR updates are low priority at the moment
 - iv) Questions:
 - (1) Brandon Elliott—Will new courses be prioritized rather than first come, first serve?
 - (a) Yes, will prioritize new courses first
 - (2) Remy McCarthy—If up for COR updates, shall we just wait for transition?
 - (a) Really depends on when transition occurs but could simply wait
- c) Dalila Sankaran
 - i) Thousand Oaks Civic Arts Plaza will host its inaugural Conejo Valley Pride celebration

- ii) Saturday September 22, 2018 11am-6pm
- d) Gary Wilson
 - i) Community weekend at the zoo, come for free!
- e) Brandon Elliott
 - i) Dynamix a cappella group from the Music department and Spirit Team from dance will be at sports events this weekend
- f) Nenagh Brown
 - i) Moorpark has been named a Champion for Higher Education by the prestigious Campaign for College Opportunity for its leadership in awarding Associate Degrees for Transfer.
 - ii) For third year in a row!

II) Approval of Minutes

- a) September 4th, 2018
 - i) Motion to approve the minutes made by Hugo Hernandez and seconded by Sydney Sims
 - ii) Voted to approve the minutes with Brandon Elliott abstaining

III) Unfinished Business

- a) AS Council and standing committee membership updates
 - i) Motion to ratify updated membership by Hugo Hernandez and seconded by Brandon Elliott
 - ii) Voted to ratify membership with no abstentions
- b) Academic Senate Council Membership
 - i) Nenagh Brown—Workgroup recommendation summarized in 2 documents: white paper and proposed by-law wording
 - ii) Nathan Bowen
 - (1) Met as a workgroup once again, but with a different composition from last year's workgroup
 - (2) Documents posted with proposed senate membership as recommended from group meeting; concerns by some of those who could not attend were voiced to the workgroup
 - (3) Those concerns will be posted with permission of the originators
 - iii) To be discussed further at next council meeting
- c) Academic Senate Release Time—Nenagh Brown
 - i) Academic Senate President alone currently sets the release time for officers and curriculum faculty co-chair: 2.0 total release time between all 5 positions
 - ii) History of release time posted, thanks to Alan Courter and Rex Edwards
 - iii) Allocation was altered a year ago from: 1.0, 0.4, 0.2, 0.0 to 1.0, 0.3, 0.2, 0.1 for President, Vice-President, Secretary, and Treasurer, respectively (curriculum chair remained 0.4)
 - (1) Had a treasurer position for 5 years without release time
 - (2) Lack of release time for Treasurer did not encourage the Treasurer to track down the details of the budget
 - (3) Liked the current allocation to represent the hierarchy of the officer positions
 - (4) Officers agreed that a process ought to be documented in the by-laws as Senate Council agrees
 - (5) The Academic Senate Council decisions will be adhered to going forwards
 - (6) Must all be decided before call for officer elections in October
 - iv) By-laws—shall the process of release time allocation be detailed in the by-laws?
 - (1) Hugo Hernandez
 - (a) Do not see any harm in leaving it to the president and officers to decide
 - (b) See no reason to take this out of the team and put it into the by-laws
 - (2) Sydney Sims
 - (a) Could put into by-laws that this is up to the officers and president
 - (3) Nenagh Brown—introduced other systems from other colleges
 - (a) Oxnard—release time is explicitly described in the by-laws with fixed percentages
 - (b) Ventura—release time is allocated by the senate executive team and ratified by senate council
 - (c) College of the Canyons—president decides and reports out to senate council
 - (4) Renée Butler
 - (a) When new officers come and ask why the release time is as it is, it would be helpful to have it written in the by-laws as to why so it is transparent
 - (b) Something ought to be written down so that there is no question
 - (5) Hugo Hernandez—When written down then limits flexibility
 - (6) Cynthia Minet—Is there someplace where the duties of each officer are clearly specified?
 - (a) Nenagh Brown
 - (i) Current discussion in the by-laws is very minimalistic
 - (ii) Sabbatical, DFC, year-end brunch, etc., none are in the by-laws, for instance
 - (iii) By-laws are deliberately unclear so can distribute duties based on release time
 - (7) Dalila Sankaran—think release time ought to be written down in the by-laws
 - (8) Brandon Elliott—if duties are nebulous then why would we write down the release times?
 - (9) Chuck Brinkman—moved to adopt the Ventura model into the Moorpark College by-laws with Jolie Herzig seconding
 - (a) “Members of the Senate Executive Council are entitled to 2.0 release time to be allocated by the Senate Exec and ratified by the Senate Council preceding an election of filling any vacancies”
 - (10) Tiffany Pawluk—Do the release times have to be decided before the elections?
 - (a) For example, department chair positions allow for assistant chairs that then decide how to divide the labor

- (b) Do not think this is a vote for the council but ought to be worked out by the officers
- (c) Moves to amend to alter wording of Ventura model (but no second)
- (d) Wording suggestion: “Academic Senate President will, in consultation with Academic senate officers,…”
- (11) Gary Wilson—before you stand for an election nice to know for what you are applying
- (12) Jolie Herzig
 - (a) voting for release time for the next 2 years is tough
 - (b) Too rigid since not sure of the duties for each office
 - (c) Voting now for the next group of officers could pose issues as well
- (13) Jazmir Hernandez
 - (a) Must define responsibilities and then decide release time
 - (b) Would also provide accountability for the officers
- (14) Chuck Brinkman—Seems to have worked thus far so maintain status quo
- (15) Hugo Hernandez—Could just leave things as is and exec does what they want
- (16) Dalila Sankaran—move to change wording from “ratified” to “report” (but no second)
- (17) Mary LaBarge—clarification of release time being decided before elections every 2 years
- v) [Motion on the floor by Chuck Brinkman & seconded by Jolie Herzig for the following wording to the by-laws](#)
 - (1) “Members of the senate executive council are entitled to 2.0 release time to be allocated by the Senate President in consultation with the officers and ratified by the senate council preceding an election or filling any vacancies.”
- vi) [Vote for by-laws update:](#)
 - (1) [Ayes: 13 voting members](#)
 - (2) [Nays: Brandon Elliott, Hugo Hernandez, Cynthia Minet, Tiffany Pawluk, and Gary Wilson \(5\)](#)
 - (3) [Abstentions: Nenagh Brown, Nathan Bowen, Renée Butler, and Erik Reese \(4\)](#)
- d) New Faculty Orientation (NFO)
 - i) See President’s visit under New Business
- e) Sabbatical leave process update—Nathan Bowen
 - i) Suggested stronger language about process of reporting back after returning
 - ii) Suggestions put into the tech review rubric
 - iii) Please spread the word about sabbatical and encourage all eligible to apply
 - iv) [Motion to approve process documents by Hugo Hernandez and seconded by Dalila Sankaran](#)
 - v) [Voted to approve the process documents with no abstentions](#)
- f) Distinguished Faculty Chair (DFC) process update—Erik Reese
 - i) Attempt to give guidelines to the application process since sometimes not enough documentation and often quite a bit of documentation
 - (1) Current suggestion is to limit the application to 15 pages, all inclusive
 - ii) Cynthia Minet—What is the process for nomination?
 - (1) Nathan Bowen—Most often talk to the nominee to aid in gathering materials for submission
 - iii) Mary LaBarge
 - (1) Please check with the nominee for approval
 - (2) Before go through all the trouble of the deliberations, want to make sure they want to accept the award
 - iv) Motion now includes amendments
 - (1) 15 page maximum, all inclusive
 - (2) Confirm nomination with nominee
 - v) [Motion to approve as amended made by Hugo Hernandez and seconded by Gary Wilson](#)
 - vi) [Voted for the amended Distinguished Faculty Chair \(DFC\) process documents with no abstentions](#)
- g) Elections Committee formation for Academic Senate officer elections
 - i) Require 3 members for the elections committee, who will then nominate a chair upon first meeting
 - ii) Dani Vieira, Tiffany Pawluk, & Reet Sumal graciously volunteered
 - iii) Will now meet to start officer election process
- h) District Grade Policy Concerning Plus and Minus
 - i) To be addressed at a future senate meeting

IV) New Business

- a) AS Council Part-Time Faculty Representative
 - i) Jennifer Lawler is the part-time representative and Felix Masci is the alternate from the part-time elections
 - ii) [Motion to ratify the electronic vote made by Hugo Hernandez and seconded by Jolie Herzig](#)
 - iii) [Voted to ratify the new part-time representative senate position with no abstentions](#)
- b) President’s Forum—3:30pm time certain—President Luis Sanchez
 - i) Faculty Prioritization
 - (1) Fully conscious that I made some adjustments to the prioritization last year which caused angst to the senate; hope not to do so this year
 - (2) Senate goes to a lot of thought and trouble to prioritize and it does not feel good when altered
 - (3) Am respectful of the time and input from the Senate
 - (4) Goal is to discuss most salient features to consider for this year’s faculty prioritization
 - (5) Faculty prioritization assumptions are about as thoughtful as he has seen and agrees with almost all of them
 - (a) Does not agree with rigid 10/1 ratio of faculty to services but all other criteria are thoughtful and exhaustive and cannot think of anything to add to them
 - (b) How you weigh each variable is subjective and not sure of a practical way to codify this
 - (6) Would rather work in harmony with the Senate

- (7) Sydney Sims—Is there not an agreement if changes are made that the President responds to Senate in writing and comes to Senate?
 - (a) President Sanchez: Yes, and I did so
- (8) Nathan Bowen—Is there something weighing on the President that ought to be included in the prioritization process?
 - (a) President Sanchez: Balance between growth and productivity were stressed before and will continue to be important
- (9) New funding model: How does the new model impact program plans, prioritization, etc?
 - (a) President Sanchez: Not far enough along that path yet to predict
- (10) Helga Winkler
 - (a) What is your overall balance of breadth of programs versus productivity?
 - (b) Balance between productivity and variety of offerings
 - (c) President Sanchez: Some disciplines have low enrollment by nature (capstone class, classroom limitations, etc.) but nobody on campus would decimate any of those programs
 - (i) Both matter so we keep our eye on both
- (11) Hugo Hernandez—success will change with new funding model so maybe the focus on productivity will change
 - (i) Enrollment only will no longer be a good model
- (12) Chuck Brinkman—Any idea how many new faculty we will be hiring next year?
 - (i) President Sanchez: No, but thinking it will be around 5, but still waiting for funding to be decided
- ii) New Faculty Orientation (NFO)—concern expressed by members of council last meeting
 - (1) President Sanchez
 - (a) Decision to immerse myself in NFO was prompted by the resignation of Patty Colman & Nils Slattum
 - (b) Have been testing a new orientation process for classified staff for past year; realized we have nothing for managers and little for part-time faculty
 - (c) The NFO coincides with my interest in providing an orientation to new faculty
 - (d) Extended offer to Nenagh Brown to share in this process with me
 - (e) Will do this for 1 year and then expect to pass NFO to new faculty facilitators in a year
 - (f) First meeting this Friday is a discussion of student support services
 - (g) Second will likely be about campus safety
 - (h) Third will be about equity practices
 - (i) We all have some responsibility in training new faculty
 - (j) Would love faculty involvement in terms of pedagogy but want president input on services
 - (k) Happy if senate would like to run its own NFO and could call it something else
 - (2) Tiffany Pawluk
 - (a) Everyone consistently believes the president's heart is in the right place but maybe does not have a full understanding of value of the current NFO
 - (b) Talking with Full-Time faculty in her department there is variation in its value but one agreement from all is the importance of a faculty to faculty learning mode; managers are not the best for this role
 - (3) Sydney Sims—Did we not cover the same curriculum before?
 - (i) President Sanchez: Patty Colman & Nils Slattum did have a similar curriculum
 - (4) Helga Winkler
 - (a) Appreciate telling about reason for stepping in
 - (b) Not sure we were informed about the NFO facilitator position so maybe somebody would have volunteered
 - (c) Culture is transmitted by the faculty as we remain here long term
 - (i) Important that administration is part of the process but they come and go
 - (ii) But the base ought to be faculty
 - (d) President Sanchez
 - (i) Faculty also regularly leave for opportunities elsewhere
 - (ii) Inviting you to run a NFO of your own if you wish
 - (iii) The president having a meeting over lunch with new faculty does not change anything that the faculty may do
 - (5) Dalila Sankaran
 - (a) Accreditation report called out NFO
 - (b) If not broken, then why fix it?
 - (c) President Sanchez:
 - (i) Have an interest in what orientation we provide to our employees
 - (ii) We have lunch, breakfast, etc. and talk to them about vision for the college, support services, and other things important to new faculty
 - (iii) I do not care if the Senate wants to have their own NFO as well
 - (d) Is it a mandatory meeting?
 - (i) President Sanchez: I do not think I have the contractual authority
 - (6) Patty Colman
 - (a) Approached Vice-President of Academic Affairs Julius Sokenu in May
 - (b) Could have had parallel paths if a call was put out to the faculty
 - (7) Nils Slattum
 - (a) Did not realize that having 2 NFOs was an option
 - (b) NFO facilitators have been found by Vice President's in the past

- (c) Who should put out a call for NFO facilitators, if not the administration?
- (d) President Sanchez
 - (i) Faculty say they are so busy and do not want one more thing. If they do it then they will ask what release time will I get?
 - (ii) Faculty would not say that administration has no role, correct?
- (e) Nils Slattum—There has not been any release time for at least 7 years
- (8) Jolie Herzig—Note that NFO is contractually mandated in the tenure process
- (9) Renée Butler—Just to clarify:
 - (a) Will you allow faculty to attend NFO?
 - (i) President Sanchez: Nenagh Brown is invited and if not Nenagh then another faculty
 - (b) Could we run a parallel faculty NFO?
 - (i) President Sanchez: Yes
- (10) Cynthia Minet—Why not offer release time to run NFO?
- (11) Nenagh Brown
 - (a) President Sanchez encouraged Patty Colman to continue the faculty mentor program and this is currently in operation
 - (b) Each new faculty will have a faculty mentor
 - (c) Faculty would like faculty involved in the NFO
 - (d) Intention is to return NFO back to faculty next year, correct President Sanchez?
 - (e) Either senate represented by Nenagh Brown will play as full a part as possible or could have a parallel senate NFO
- (12) President Sanchez: The only option that does not work is that administration has no part in the NFO
- (13) Tiffany Pawluk—Consensus from her department is that you should have a role but should not be running it
- c) Full-time faculty prioritization preparation
 - i) To be addressed next meeting
- d) Compressed calendar update
 - i) To be addressed next senate meeting

V) Informational Items

- a) AS Council Goals, 2018-19
- b) AP 7120-E: Recruitment and Hiring: Part-Time Faculty
- c) CCAP Agreement and AB 288 Addendum with Las Virgenes Unified School District

VI) Reports

- a) Officer Reports
 - i) Treasurer
 - ii) Secretary
 - iii) Vice President
 - iv) President
- b) Standing Committee Reports
- c) CTE report

VII) Announcements