

Moorpark College Academic Senate Meeting Minutes (DRAFT)

Tuesday, November 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, 2018-19						Guests
POSITION	NAME	PRESENT	POSITION	NAME	PRESENT	
ASC Pres	Nenagh Brown	X	Health Sciences	Michelle Dieterich / Dalila Sankaran	MD	Rex Edwards Beth Miller Chad Basile
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	YB	
ACCESS	Jolie Herzig / Silva Arzunyan	JH	Mathematics	Chris Copeland / Vahe Khachadoorian	CC	
Athletics	Vance Manakas / Mike Stuart	VM	Music/Dance	Brandon Elliott / James Song		
Behavioral Sciences	Dani Vieira / Kari Meyers	DV	Astronomy / Physics / Engineering / Computer Science	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	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	MM	Student Liaison (non-voting)	Ashley Avakian		
Part-Time Rep	Jennifer Lawler / Felix Masci	JL / FM				

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) Marnie Melendez
 - i) Collecting names of needy children in the Extended Opportunity Programs and Services (EOPS) program
 - ii) You can pick an angel for which to donate gifts in the EOPS office
 - iii) Please stay within the \$25 limit for equity
 - iv) Bring wrapped present by Nov 30th for the party on Dec 7th, where they will be distributed
- b) Vance Manakas
 - i) Athletics hosting canned food drive to support those in need
 - ii) Many instructors did a fantastic job last year
 - iii) Much food was also distributed after the Thomas Fire
 - iv) Collection starts next week until Dec 5th with food bins in admin building and campus center
- c) Chuck Brinkman
 - i) November is transfer application month: University of California application deadline is midnight Nov 30th
 - ii) Be prepared for essays coming your way and students asking for assistance
- d) Nenagh Brown

- i) Multicultural Day is happening with a redesign for how we celebrate
- ii) Tamarra Coleman is the Multicultural Day coordinator scheduled for April 9th
- iii) There will be a call for people to help organize Multicultural Day soon

II) Approval of Minutes

- a) October 30th, 2018
 - i) Postponed to next council meeting

III) Unfinished Business

- a) Elections Committee Report
 - i) Election is moving forward
 - ii) Already received as many votes as the total number of votes in the last elections
 - iii) Elections officially end this Friday at 11:59pm
 - iv) Results will be shared with the elections committee and officers and will be announced at the Nov 20th senate council meeting
- b) Academic Senate Council Membership
 - i) Nenagh Brown
 - (1) Last council there was a request for clarification of wording in the by-laws
 - (2) Also sent out a final call for membership discussion to be sure that all faculty were informed
 - (3) Final version of the by-laws will be sent out electronically and a hardcopy will be put in all faculty mailboxes in preparation for the final vote on the updated by-laws at the Nov 20th senate council meeting
 - (4) Today we will construct the final version of the proposed by-laws
 - (5) The vote to adopt the updated by-laws in 2 weeks will require a two-thirds vote
 - ii) Nathan Bowen
 - (1) First will discuss the following items either brought up in senate or sent by faculty for consideration that have yet to be discussed:
 - (a) Two at-large representatives (“d” on draft by-laws)
 - (b) Non-voting American Federation of Teachers (AFT) representative (“e” on draft by-laws)
 - (2) Then will go through and vote for each item individually to make the final draft for a final vote in two weeks
 - iii) What do people think about two at-large representatives, each with a 2 year term limit?
 - (1) Chuck Brinkman—Where would they come from as not already represented by departments?
 - (2) John Loprieno—How are at-large representatives identified?
 - (a) Nathan Bowen—Open elections through open nominations
 - (b) Sydney Sims—What is the virtue of these representatives? Are they from any area that does not feel fully represented?
 - (3) Cindy Sheaks-McGowen
 - (a) Would allow for flexibility when we experience administrative reorganizations
 - (4) Renée Butler
 - (a) A department, such as Math, could have three reps, a department rep, an officer, and an at-large rep, and thus three votes at prioritization
 - (b) Who and how would the at-large rep report to?
 - (5) Nathan Bowen
 - (a) At-large rep would have to state what area they represent when voting for that position
 - (b) Burden would be on the area to explain the need/desire for that seat
 - (6) Hugo Hernandez
 - (a) How does the vote for at-large rep occur?
 - (b) In council or full membership? For example, math is huge and has many votes.
 - (7) Marnie Melendez
 - (a) The at-large reps are a can of worms
 - (b) Must have all sorts of other parameters to make it work
 - (8) Gary Wilson
 - (a) When presented the at-large reps were suggested as an alternative to section “b” of the draft by-laws
 - (b) My feeling would be to go ahead with section “b” and strike this out
 - (c) Including these At-large reps does not seem to be solving a problem
 - (9) Tiffany Pawluk
 - (a) Departments and other areas had their chance to request consideration for a senate seat already
 - (10) Yana Bernatavichute
 - (a) These reps might serve as a space for insulating us from future changes
 - (b) Otherwise would have to repeat this process of updating the by-laws to update section “b” of the draft by-laws after any reorganization, for instance
 - (c) Gary Wilson—Does section “b” of the draft by-laws not take care of this already?
 - (11) Nenagh Brown
 - (a) Administration sets organization but we also felt like we needed flexibility, reflection in section “b” of the draft by-laws
 - (b) Future additions or other changes to section “b” of the draft-by laws will then require a two-thirds vote
 - (c) Cynthia Minet—If we have another reorg and mega-departments are reorganized again with many more department chairs of smaller departments, what happens?

- (i) Nenagh Brown—Each new department chair position would automatically generate a new department rep seat under section “a” of the draft by-laws
- iv) American Federation of Teachers (AFT) representative—section “e” of draft by-laws
 - (1) Hugo Hernandez
 - (a) Advocated for a non-voting AFT seat on senate to facilitate dialog between senate and AFT
 - (b) Lots of overlapping areas between the union and senate and could provide good insight
 - (i) For example, break up the new mega-departments with chairs that ought to have 1.2 release time into more manageable sizes
 - (c) Having that voice as a non-voting member for open communication could be beneficial
 - (2) Sydney Sims—If have somebody that could serve as both the AFT and a department rep do we need another member?
 - (i) Hugo Hernandez
 - 1. Would like to as the AFT board will appoint the AFT rep
 - 2. And a senate member will not always be the Moorpark AFT person
 - (b) Tiffany Pawluk—Any ideas on pros and cons? These are public meeting and such a person is welcome in the room anytime so why have this seat?
 - (c) Nenagh Brown
 - (i) In theory only council members are allowed to speak without going through the chair but we do not follow this strictly
 - (ii) This formalizes their role in case the rules are used more formally
- v) Gary Wilson—Does section “b” of the draft by-laws need a mechanism, timeline, etc.?
 (1) Nenagh Brown—If somebody requests to reopen these discussions then could request it be put on the agenda
- vi) Voting for language of the by-laws to be put for a final vote in two weeks
 - (1) Vote for section a) departments/service areas as administratively determined
 - (a) Passed: Unanimously voted yes with Nathan Bowen and Nenagh Brown abstaining
 - (2) Vote for section b) specific department/service areas insufficiently represented by section a reps
 - (a) Passed: Helga Winkler opposed with Nathan Bowen and Nenagh Brown abstaining
 - (3) Vote for section c) one part-time rep
 - (a) Passed: All votes yes except Nathan Bowen and Nenagh Brown abstained
 - (4) Vote for section d) two at-large reps
 - (a) Failed: All nays except Yana Bernatavichute; Nathan Bowen, Nenagh Brown, and Jolie Herzig abstained
 - (5) Vote for section e) one non-voting AFT rep
 - (a) Passed: Remy McCarthy voted nay and Nathan Bowen, Nenagh Brown, and Vance Manakas abstained
 - (6) Vote for section f) Ex-officio non-voting positions for:
 - (a) One CTE Faculty Liaison
 - (b) Once Guided Pathways Liaison
 - (c) All faculty co-chairs of Academic Senate standing committees
 - (i) Passed: All yes except, Nathan Bowen, Nenagh Brown, Marnie Melendez, and Helga Winkler abstained
 - (7) Vote for section 2)
 - (a) Passed: All yes except Nathan Bowen and Nenagh Brown abstained
 - (8) Vote for section 3)
 - (a) Passed: All yes except Nathan Bowen and Nenagh Brown abstained
 - (9) Vote for section 4)
 - (a) Passed: All yes except Nathan Bowen and Nenagh Brown abstained
 - (10) Vote for section 5)
 - (a) Passed: All yes except Nathan Bowen and Nenagh Brown abstained
- vii) Nenagh Brown
 - (1) Thank you to Nathan Bowen for leading 2 workgroups and all the many other faculty in and out of the workgroups that contributed
 - (2) Will send this out via email today and paper copies tomorrow in all faculty mailboxes for 2 weeks notice before the final vote
 - (3) Will also include the release time language that was approved in this notice
 - (4) The final vote for approval at the November 20th senate council meeting will require a two-thirds vote
 - (a) Please go back to your departments and areas for discussion and come prepared to vote appropriately
 - (5) Mary LaBarge—How is quorum defined?
 - (a) Erik Reese—Our quorum is a simple majority which technically means “more than half”

IV) New Business

- a) Guided Pathways (GP) Program Mapping Update—Beth Miller [presentation link](#)
 - i) Here as lead for GP Program Mapping Design Team
 - ii) We welcome as much input as possible
 - (1) Goal is to have the best template for the students as possible
 - iii) Decided on focus and mission of the design team
 - (1) Create templates for programs to generate maps without locking them in
 - (2) Set clear pathways for classes
 - (3) Support electives to keep programs alive

- (4) Have a resource (map) to make faculty better mentors
- (5) Emphasize math and English requirements
- (6) Create a tool for people (students and parents) to have an idea for what courses should be taken in order to make counseling appointments more efficient
- iv) Very challenging to put together a program map
- v) Program map template—Abyssal Zone Studies
 - (1) At the very top of the program map, Bakersfield College put time to completion (e.g., 2 years) and hours of college work per week (e.g., 50-54)
 - (2) Metamajor information to be added later
 - (3) Brief career and program description
 - (4) Program-specific requirements
 - (5) Map highlight
 - (a) Course sequencing
 - (b) Hours of work students should expect to commit inside and outside of class
 - (6) Flexibility for general education
 - (7) Links to labor market databases
- vi) Almost done with templates and worksheet
- vii) Next steps involve counseling faculty to meet with discipline faculty to map each program
 - (1) E.g., biology is missing classes to complete the program entirely at Moorpark College
- viii) Please contact Beth Miller if interested in starting on the mapping as part of the first few groups
- ix) Looking into software developed by Bakersfield College for future use to facilitate education planning
- x) Nenagh Brown
 - (1) We approved the GP plan including the budget
 - (2) Budget line item involved a stipend for this work as it really does take significant time
- xi) Beth Miller
 - (1) Thursday we will finalize details
 - (2) Likely Friday's will be good day for counseling to meet with discipline faculty for mapping
 - (3) Will want to hit the ground running and finish mapping quickly
 - (4) Goal is to get as many mapped as possible next semester
- xii) Cynthia Minet
 - (1) Is this available on the web site?
 - (2) Beth Miller
 - (a) Yes, and hardcopy
 - (b) These resources are organized by metamajor in many schools
- xiii) Tiffany Pawluk—Is this only for degrees for transfer?
 - (1) Beth Miller—For all degrees and certificates
- xiv) Helga Winkler—What is the sequence? Will we be contacted to work on the mapping?
 - (1) Beth Miller
 - (a) Idea is to supplement counseling appointments, not to replace counselors
 - (b) These maps will continue to be an ongoing, collaborative effort as they will need to be updated annually as requirements, etc. change
 - (2) Important for the faculty to know exactly what our role will be
 - (3) Good idea to clarify the role of faculty in the process
 - (4) Jolie Herzig
 - (a) Maps will be a resource for programs to help the students
 - (i) For example, proper sequencing of courses
 - (ii) And seeing if all classes offered at Moorpark for the program, e.g., instead of taking biology at Pierce College to complete the sequence
 - (b) Counselors still meet with students
 - (c) Hugo Hernandez—Once a year history faculty will therefore need to meet to keep up with changes with the history mapping
 - (5) Will you contact us?
 - (a) Beth Miller—Probably, will help facilitate that process
- xv) Nenagh Brown—Passed the resolution and passed the plan
 - (1) Mapping will be offered to pilot programs first and then to the wider campus
- b) Academic Senate Scholarships—Renée Butler
 - i) Workgroup consisting of Renée Butler, Vance Manakas, Remy McCarthy, & Sydney Sims, met early in the year to make recommendations well in advance of the new earlier scholarship cycle
 - ii) Updated the requirements to be a minimum of 30 completed units by the end of the fall semester
 - iii) Will award up to three \$500 scholarships
 - iv) Ron Wallingford—Will we be revisiting the document every year?
 - (1) Nenagh Brown—We do revisit process documents annually for the opportunity to make updates
 - v) Jolie Herzig—Will we not use the main online system?
 - (1) Renée Butler
 - (a) Workgroup wanted to make it faculty driven with faculty nominating students
 - (b) Faculty will nominate students and Maria Perez-Medeiros in the scholarship office said if online it would be available to all students

- (2) Jolie Herzig: There could be a way to make it work in the online system
 - (a) Students log in and check a bunch of boxes, and one box could be: “Have you been nominated by a faculty member?”
 - (b) Scholarships ought to be student focused, making it easier for the students
 - (i) Could apply all at once for all scholarships rather than have another process for the senate scholarship
- (3) Chuck Brinkman
 - (a) Agree with you, though students will simply check all the boxes
 - (b) Then have to do a second level screening to be sure they are nominated
- (4) Renée Butler
 - (a) All scholarships must be available to any student for the online scholarship application
 - (b) The workgroup decided to keep it faculty nominated and not for any student nominating themselves
 - (c) Maria Perez-Medeiros said we cannot have a check box asking if faculty have nominated them
 - (d) Any student has access to everything online
- vi) Thank you to Sydney Sims for rewording the five bullet point questions into three main questions for students to answer in a single paragraph
- vii) Nenagh Brown
 - (1) Workgroup has made a recommendation and this is now up for vote, or Council could ask the workgroup to relook at their recommendations to see if the Senate’s process could be included in the general online scholarship application, or could vote down the recommendation
- viii) [Motion to approve the scholarship recommendations as is from workgroup by Chuck Brinkman and seconded by Ron Wallingford](#)
- ix) [Vote to ratify with Jolie Herzig voting against and Nenagh Brown abstaining](#)
- x) Renée Butler—who would like to be on the workgroup to evaluate the scholarships in the Spring?
 - (1) Michelle Dieterich and Mary LaBarge volunteered
 - (2) Vance Manakas tentatively agreed as well, if not recommending a student for the scholarship
- c) Faculty prioritization assessment and results
 - i) President has not yet written a formal reply but confirms positions 1-5 will be hired, with 6-7 subject to funding, and are now beginning the process for hiring
 - ii) Assessment of our process this year to be discussed at a future senate council meeting
- d) Compressed calendar update
 - i) Resolution from this council requested exploring the feasibility of a compressed calendar
 - ii) Chancellor Gillespie is supportive of this discussion moving forwards
 - iii) Approved formation and membership of a workgroup in Chancellor’s Consultation Council
 - iv) Workgroup consists of 12 positions, along with 3 students (one from each college, for a total of 15 members)
 - (a) Each position represents the job title across all three colleges (eg the 1 academic senate president member represents all 3 of the AS presidents)
 - (b) And 3 students, one from each college
 - (2) Charge of the workgroup is the “why?”
 - (a) Why would we want to do this on behalf of the students?
 - (b) What are the advantages and disadvantages of the compressed calendar?
 - (3) Putting together an information bank to look at actual data
 - (a) 4 or 5 good studies, including Chaffey College and Santa Monica College
- v) Second meeting will take place in November
- vi) Will come back to Consultation Council with a recommendation and a report on behalf of our students
 - (1) If recommend no, then this issue is closed
 - (2) If recommend go forward, then will discuss the details: how, when, and in what way is it possible?
- vii) Hugo Hernandez
 - (1) At the Chancellor’s Forum, the chancellor brought up feasibility of a compressed calendar, namely, can we actually make a 16 week calendar work with the Monday through Thursday schedule?
 - (2) Nenagh Brown—Only real reason to move forward is if it benefits students; then discuss feasibility and the how
- viii) Chuck Brinkman
 - (1) Just rename first summer session as “Spring 2” then UC’s will accept those classes as part of transfer
 - (2) Then students who cannot finish something in Spring will still be able to take it in “Spring 2”
- e) District grade policy concerning plus and minus
 - i) To be discussed at a future council meeting

V) Reports

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

VI) Announcements

- a) none