

Moorpark College Academic Senate Meeting Minutes

Tuesday, January 15th, 2019, 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	Physics / Astronomy / Engineering / Computer Science	Ronald Wallingford / Scarlet Relle		Dean Oleg Bespalov Dan Darby Shida Delgosha Rex Edwards Ashley Lajoie John Loprieno Beth Miller Jenna Patronete Dean Lisa Putnam
ASC V.P.	Nathan Bowen	X	Social Sciences	Hugo Hernandez / Susan Kinkella / Rex Edwards	HH	
ASC Secretary	Erik Reese	X	Student Health Center	Sharon Manakas / Silva Arzunyan	SM	
ASC Treasurer	Renée Butler	X	World Languages	Helga Winkler / Alejandra Valenzuela	HW	
ACCESS	Jolie Herzig / Silva Arzunyan	JH				
Behavioral Sciences	Dani Vieira / Kari Meyers	DV	Athletics	Vance Manakas / Mike Stuart	VM	
Business Administration	Reet Sumal / Ruth Bennington	RS / RB	Library	Mary LaBarge	X	
Chemistry/Earth Sciences	Tiffany Pawluk / Deanna Franke	TP				
Child Development	Cindy Sheaks-McGowan	X	Part-Time Rep	Jennifer Lawler / Felix Masci	JL	
Counseling	Chuck Brinkman / Traci Allen	CB				
EATM	Gary Wilson / Cindy Wilson		AFT Rep (non-voting)			
English/ ESL	Sydney Sims / Jerry Mansfield	SS				
EOPS	Marnie Melendez / Angie Rodriguez	MM / AR	CTE Liaison (non-voting)	Josepha Baca	X	
Fine & Performing Arts			GP Liaison (non-voting)			
Health Education / Kinesiology	Remy McCarthy / Adam Black		Committee co-chairs (non-voting)			
Health Sciences	Michelle Dieterich / Dalila Sankaran	DS				
Life Sciences	Jazmir Hernandez / Yana Bernatavichute	JH				
Mathematics	Chris Copeland / Vahe Khachadorian	CC				
Media Arts and Comm Studies			Student Liaison (non-voting)	Ashley Avakian		

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
 - i) All are encouraged to attend "Supporting Students in the Aftermath of Crisis and Loss" presentation on Thu Jan 24 1:30pm-4:00pm in FH-220
 - ii) Presentation by Dr. David Schonfeld who is an international speaker and expert in crisis and recovery
 - (1) There is also an event for students on the same day that involves peer to peer support, an important part of recovery for students and employees
- b) Vance Manakas
 - i) Captain's Council will have a food drive Feb 1 – Mar 1 for our local food pantry, a joint project of Moorpark College and Ruben Castro Charities

- ii) Feb 2nd both men's and women's basketball teams play Ventura College with a chili feast afterwards
- c) Renée Butler
 - i) There is a Theater Arts and Math study abroad opportunity this summer
 - (1) Student informational meeting flier is being passed out and would appreciate you posting in your areas
 - (2) Approximately \$4200 for the full 10 day trip through Italy and Greece
- d) Marnie Melendez
 - i) EOPS is still accepting students into the program
 - ii) Send students our way and we will take care of the rest
- e) Nathan Bowen
 - i) Study Abroad information meeting this Thursday is for faculty that are interested in facilitating a study abroad program
 - ii) Feb 1st is the deadline to apply for future study abroad programs for the following year (or future years)
- f) Erik Reese
 - i) Lunar Eclipse Sun Jan 20th 6:30pm-12:00am, with total eclipse roughly 8:45pm-9:45pm
 - ii) Moorpark College & the Ventura County Astronomical Society will be jointly hosting a viewing at the Moorpark College observatory that is open to the public; all are welcome
 - iii) For this particular astronomical event, simply look up at the Moon and you will be able to share in the experience from wherever you are (hope for clear skies)

II) Approval of Minutes

- a) December 4th, 2018
 - i) [Motion to approve minutes made by Chuck Brinkman and seconded by Jolie Herzig](#)
 - ii) [Motion passed with Dalila Sankaran, Helga Winkler, Tiffany Pawluk, Jennifer Lawler, and Renée Butler abstaining](#)

III) Unfinished Business

- a) Academic Senate Council and governance committee membership updates
 - i) Senate updates (member / alternate):
 - (1) Fine and Performing Arts: John Loprieno / Cynthia Minet
 - (2) Part-Time: Jennifer Lawler / Dan Darby
 - (3) Guided Pathways Liaison: Beth Miller
 - ii) [Motion to ratify made by Chuck Brinkman and seconded by Mary LaBarge](#)
 - iii) [Voted to ratify unanimously](#)
- b) District grade policy concerning plus and minus
 - i) Postponed to a future meeting
 - ii) Nenagh Brown
 - (1) There was a question about what were Oxnard and Ventura thinking on this front?
 - (2) At the Oxnard academic senate, all but one voted for the option for plus and minus grades in a straw poll
 - (3) Ventura's academic senate will discuss this matter
- c) Full-time faculty hiring process restructure
 - i) Postponed to a future meeting
 - ii) Nenagh Brown
 - (1) All three senates were adamantly against the final section of the proposed plan about forwarding all candidates forward for consideration by the president for the final interview
 - (2) Ideas that we had to increase the diversity of faculty were forwarded from our draft minutes to share with the district
 - (3) This appears to be on hold at the moment until HR forwards an updated document

IV) Consent Calendar

- a) BP/AP 3721 Information Security Standard
 - i) Erik Reese
 - (1) The colleges and district handle a lot of data that require various levels of security and those protocols are already in place
 - (2) However, there was no district policy (BP/AP) on information security so Associate Vice-Chancellor of Information Technology Dan Watkins decided to correct this oversight
 - (3) These have already gone through two readings at FTCAP and are being sent to senate with the recommendation to approve
 - (4) Another piece of information that arose from these discussions was not directly related to these documents but some were unaware of these details
 - (a) When connecting to any network, including VCCCD networks, the maintainers of the network can, in theory, track your every move while on the network, including websites visited, etc.
 - (b) There is far too much data to look at it all of course and such data are only checked when there is an issue or concern that requires such action
 - (5) Helga Winkler—professionals can easily break into accounts such as Facebook to get information as I have witnessed with the police
 - ii) [Motion to approve the consent calendar made by Dani Vieira and seconded by Sydney Sims](#)
 - iii) [Voted to approve unanimously](#)

V) New Business

- a) Monthly Academic Senate budget update
 - i) Renée Butler
 - (1) Senate account balance is \$7825.47, the same balance as last month
 - (2) This spring things will be happening that use funds
 - (3) Eight new people signed up for annual deductions for a total of 103
 - (a) Annual deductions come out of January paycheck
 - ii) Hugo Hernandez—Do these funds earn interest while sitting in our account?
 - (1) Renée Butler—no interest is earned as the money is facilitated by the Student Business Office
- b) Guided Pathways: meta-majors—Presented by Ashley Lajoie
 - i) Nenagh Brown
 - (1) Guided Pathways (GP) was approved by council, including the plan and budget
 - (2) Keeping up to date on GP related events by having representatives from various workgroups coming to senate
 - ii) Ashley Lajoie
 - (1) Meta-majors—groups of majors that fall under one umbrella
 - (2) All majors were grouped into 8 preliminary “buckets”
 - (3) Preliminary Meta-Majors are:
 - (a) Arts and Design
 - (b) Global Studies, Languages, and Communication
 - (c) Business and Industry
 - (d) Health Sciences and Wellness
 - (e) Child Development and Education
 - (f) Social and Behavioral Sciences
 - (g) Science, Technology, Engineering, and Mathematics (STEM)
 - (h) Exploratory
 - (i) Required to take classes/counseling to help guide them into a meta-major
 - (4) On the Jan 4 FLEX day there was an activity where each employee sorted all programs into the 8 buckets
 - (a) Results were broken into three layers: Programs primarily found, programs moderately found, and programs minimally found
 - (b) Still an ongoing discussion to determine the final meta-majors
 - (5) Will be doing the same exercise with students
 - (a) They will see our programs
 - (b) They will see our preliminary meta-majors
 - (c) And will discuss vocabulary as well, eg., does “humanities” mean the same thing to students as to faculty
 - (6) Early to mid Feb will contact department chairs and inform them of current position and have a discussion
 - (a) At this point, open to majors in more than one meta-major
 - (7) This is Meta-majors 1.0 and it will evolve
 - (8) Note that meta-majors are simply one aspect of the Guided Pathways framework
 - (9) Nenagh Brown—The next step that is happening is for each program to be mapped
 - iii) Chris Copeland—Is there a major that is complete undecided?
 - (1) Ashley Lajoie—yes, the “Exploratory” meta-major that will also require the students have career guidance
 - (2) Chris Copeland—Even if they decide a major do they still have to take this course?
 - (3) Ashley Lajoie
 - (a) If students decide on a major then they will become part of another meta-major and career guidance will no longer be required
 - (b) Students can move fluidly between meta-majors and majors just as they have been able in the past
 - (c) Meta-majors are designed so that if a student changes majors within a meta-major then it will have less impact on the students trajectory
 - (d) Students may still make dramatic major changes but it will more strongly impact completion time
 - iv) Ruth Bennington—Will the meta-major groupings be reflected in our division and departments?
 - (1) Lisa Putnam
 - (a) There has not been formal discussions on this front
 - (b) This is not the intent of this program
 - (c) If majors are allowed to fall into multiple meta-majors then it would be difficult to reflect that in an administrative reorganization
 - (d) GP about different levels/layers of supporting students:
 - (i) Level 1—meta major
 - (ii) Level 2—program mapping
 - (iii) Level 3—student support to help facilitate the path
 - v) Nenagh Brown—When might this be rolled out?
 - (1) Ashley Lajoie
 - (a) Soft roll out Fall 2019
 - (b) Full Meta-majors 1.0 completely rolled out by Fall 2020
 - (c) Want to “Moorpark it” and make sure that the meta-majors represent us well
 - vi) Lisa Putnam
 - (1) Tue Feb 12th, consultants are coming on campus 10:30am-12:00pm, to work with onboarding group
 - (2) Wed Feb 13th, 2:30 meta-majors design team meets in AC-221

- vii) Mary LaBarge—Are there any colleges around us that are undergoing the same exercise?
 - (1) Ashley Lajoie
 - (a) Yes, many including Cabrillo College, Pasadena City College, and Bakersfield College
 - (b) We are looking at how other colleges are implementing Guided Pathways both in California and nationally
- viii) Sydney Sims—Eventually there will be only one group of majors per column
- ix) Nathan Bowen—There has been a lot of emphasis on STEAM lately and am curious what came up in regards to including Arts with STEM, e.g., Stanford has a major initiative on STEAM
 - (1) Lisa Putnam
 - (a) Do we want such a comprehensive meta-major?
 - (b) How much GE component can we include?
 - (i) For example, GE's for Engineering could include the arts in line with current trends
- x) Nenagh Brown—These metamajors are all for the students and having the student perspective and input is critical
- c) IR research agenda—Presented by Dean Oleg Bespalov
 - i) Institutional Effectiveness Partnership Initiative (IEPI) visit suggested that Institutional Research (IR) have an agenda and a way to prioritize requests that are received
 - ii) Basic prioritization summarized on page 1 on the handout:
 - (1) Mandatory reporting and accreditation
 - (2) Projects supporting planning
 - (3) Scheduled annual projects for evaluating campus programs and student support services
 - (4) Internal ad hoc requests from the campus community in the order received
 - (5) External ad hoc requests that have been approved by the district Institutional Review Board or the college president
 - iii) Ruth Bennington—Where do curriculum requests fall?
 - (1) Require data to support curriculum creation and updating
 - (2) Oleg Bespalov and Nenagh Brown—Center of Excellence processes curriculum requests
 - iv) Basic calendar on page 2 of handout
 - v) Took the work plan for the college for the year and put together questions that would be interesting to explore
 - (1) New vision for research should also be proactive and ask questions themselves instead of only reactive
 - (2) Traditionally have only responded to data requests—reactive
 - (3) An example of a proactive approach is the idea of how to market to underrepresented populations
 - (a) What are the best strategies for marketing to underrepresented populations?, for example
 - vi) Research agenda will be updated annually
 - vii) Reet Sumal—What is the mechanical process of making a request of IR?
 - (1) Oleg Bespalov
 - (a) Tried to set up a webpage for requests but much was lost due to a variety of issues
 - (b) Email requests directly to Oleg Bespalov and he folds it into the workflow: obespalov@vcccd.edu
 - (c) First please do get approval from your dean before making requests as it makes things go more smoothly
- d) Educational Master Plan – calendar
 - i) Nenagh Brown
 - (1) Dean Oleg Bespalov is entirely responsible for the Ed Master Plan, in charge of the mechanics of constructing the plan
 - (2) Three levels of plan:
 - (a) Educational Master Plan—6 to 10 years
 - (b) Strategic Plan—3 to 5 years
 - (c) Program Plan—annual plan that is linked to the strategic Plan and Educational Master Plan
 - (3) Ed Master Plan will guide the college for next 6 to 10 years
 - (a) President Sanchez will likely use the document as the guidance for the strategic plans that then influence the program plan
 - (4) Goal is be finished by April 5th
 - (5) Will not discuss the Ed Master Plan comprehensively at the Strategic Retreat as per our previous method
 - (6) Usually have a wordy based document
 - (7) New focus is to match goals to metrics to actually quantify progress on these goals
 - (8) This time have a professional in charge of the Ed Master Plan with the main elements:
 - (a) Strategic directions and goals
 - (b) Metrics to decide if we actually reach these goals—these will largely be the focus
 - ii) Dean Oleg Bespalov
 - (1) Looking forward to targeted feedback from each committee on the Ed Master Plan
 - (2) Nenagh Brown—Made sure every group was included for full faculty engagement
 - iii) Dalila Sankaran—Deans Council ought to also be part of the process
 - (1) Oleg Bespalov—Already on the calendar but missing from this version
 - iv) Marnie Melendez— Why are some groups explicitly called out and not others?
 - v) Various senators proposed other venues including: AB540 (Greg Balam and Jesus Vega), Foster Youth (Johnny Conley), Vets, IT, Multi-Cultural Day (Tammy Coleman), Study Abroad (Nathan Bowen)
 - vi) Feedback to be incorporated and on March 19th will have a combined Senate and EdCAP meeting in CCCR that will be open to the entire college community
 - vii) The revised draft will then be emailed to the campus and brought before the community for community input
 - viii) Apr 5 college-wide planning retreat will then be the affirmation of draft and work to develop a more detailed action plan for carrying out the plan (who does what)

VI) Reports

- a) Officer Reports
 - i) Treasurer
 - (1) Mark your calendars for end of year brunch on Tuesday May 14th 8-10am
 - (2) Will be looking for volunteers to help set-up, check-in, and clean-up towards the end of the semester
 - (3) Senate Scholarships—another email reminder will be sent soon
 - ii) Secretary
 - (1) Website—process document repository
 - (a) Updating the process documents section to include all current documents for easy reference
 - (b) Please do report any inconsistencies or issues with the website to the secretary
 - (2) Distinguished Faculty Chair (DFC)
 - (a) The deadline for DFC nominations is Mon Jan 28
 - (b) Please do consider nominating one of the many deserving faculty
 - iii) Vice President
 - (1) Sabbaticals are being forwarded to the Board of Trustees for approval this week from the following Moorpark College faculty:
 - (a) Lee Ballestero, Wendy Berg, Steve Callis, James Song
 - (2) Great Teachers will take place July 21st-25th this year in Asilomar Pacific Grove
 - (a) Will bring process documents to senate for approval
 - iv) President
 - (1) Division Reorganization
 - (a) Small but significant changes to our division organization
 - (b) Dual-enrollment is moving to Dean Mary Rees
 - (i) This does affect Guided Pathways through the dual-enrollment workgroup
 - (c) Library as a group and the Teaching and Learning Center (TLC) are all being moved as a unit to Dean Carol Higashida
 - (i) Dean Sam Lingrosso, the new dean, will be taking on the CARE/BIT team and this is the result
 - (ii) Library is still part of the World Languages Department
 1. World Languages faculty report to Dean Sam Lingrosso
 2. Library faculty report to Dean Carol Higashida
 - (d) Traci Allen is now interim dean
 - (e) Academic Senate was not consulted about the reorganization but informed about the changes
 - (f) Mary LaBarge
 - (i) We were simply told by (Vice President of Student Services) Amanuel Gebru
 - (ii) Disappointed to be separated from English since much of our teaching functions are closely tied to English
 - (iii) It is the process that matters. It gives you the feeling that you really do not have much to say but I would like to think that I do have something to say.
 1. It was a total surprise for us
 - (g) Ruth Bennington—Concern about lack of participatory governance, the faculty voice is being ignored
 - (h) Angie Rodriguez—There are two CARE's and org chart ought to be specific
 - (i) (i) Consultation/Assessment/Response and Education (CARE) team (formerly BIT)
 - (ii) Cooperative Agencies Resources for Education (CARE) Program, under EOPS
 - (2) Bricks—for 25 years of service
 - (a) Discussed adding classified staff to the bricks process
 - (i) The Classified Senate would be responsible for administrating and paying for the classified bricks
 - (b) What does the senate council think about opening up to the process to include classified?
 - (i) Straw poll: Very positive response
 - (c) Classified are very interested in participating
 - (3) Meeting room for Senate Council
 - (a) There was a request for a larger room for senate council
 - (b) CCCR is available and there is more space and plenty of chairs
 - (c) Layout will be different but request to mimic the same seating that is in A-138
 - (d) Curriculum members who are also on senate will have to hurry over to the new venue
 - (e) Informal vote with overwhelming support for the move and no against, with Sydney Sims and Renée Butler abstaining

VII) Announcements

- a) March 23: ASCCC Area C Meeting – Citrus College
- b) April 5: Strategic Planning Retreat – California Lutheran University
- c) April 11-13: ASCCC 2019 Spring Plenary Session – San Francisco
- d) May 14 8am-10am: End of year brunch