

Moorpark College Academic Senate Meeting Minutes

Tuesday, February 5th, 2019, 2:30 – 4:00pm in Campus Center Conference Room

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	RW	Rex Edwards Dean Mary Rees Mike Hoffman Karin Johansson
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		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 / Shannon Coulter	CS	Part-Time Rep	Jennifer Lawler / Dan Darby	DD	
Counseling	Chuck Brinkman	X				
EATM	Gary Wilson / Cindy Wilson		AFT Rep (non-voting)			
English/ ESL	Sydney Sims / Jerry Mansfield	SS				
EOPS	Marnie Melendez / Angie Rodriguez	MM	CTE Liaison (non-voting)	Josepha Baca	X	
Fine & Performing Arts	John Loprieno / Cynthia Minet	JL	GP Liaison (non-voting)	Beth Miller	X	
Health Education / Kinesiology	Remy McCarthy / Adam Black	RM	Committee co-chairs (non-voting)			
Health Sciences	Michelle Dieterich / Dalila Sankaran					
Life Sciences	Jazmir Hernandez / Yana Bernatavichute					
Mathematics	Chris Copeland / Vahe Khachadoorian	CC				
Media Arts and Comm Studies	Jenna Patronete / Svetlana Kasalovic	JP	Student Liaison (non-voting)	Shida Delgosha	X	

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 game tomorrow night against Ventura at 7pm; please come out to support them
 - ii) Captain's Council food drive for Ruben Castro charities
 - (1) More than happy to come to a classroom for a pick-up
 - (2) Bins in the Campus Center and in Administration building
- b) Marnie Melendez
 - i) Handing out grocery bags with a mini-office inside, which is what EOPS students receive
 - ii) CARE students are EOPS students that are on public assistance
 - iii) Want to be more communicative and do better to share information about programs and other EOPS related things

- c) Sharon Manakas
 - i) The BIT/CARE team will be changing names so as not to overlap with the already used CARE acronym
- d) Nenagh Brown
 - i) Academic Senate for California Community Colleges (ASCCC) Spring Plenary session April 11-13th (Thu-Sat) and is San Francisco adjacent
 - ii) Hoping to have 1 or 2 interested members join us at plenary
 - iii) Please contact Nenagh Brown if interested

II) Approval of Minutes

- a) Postponed

III) Unfinished Business

- a) Academic Senate Council and governance committee membership updates—Erik Reese
 - i) Largely FTCAP updates with a few for EdCAP as well
 - ii) Note that the workgroup membership and advisory group membership have been removed as we had decided to only track the standing committee membership and were, therefore, woefully out of date
 - iii) [Motion to ratify made by Hugo Hernandez and seconded by Ron Wallingford](#)
 - iv) [Voted to ratify unanimously](#)
- b) Full-time faculty hiring process restructure
 - i) Postponed to a future meeting
- c) “Bricks” process paper
 - i) New version has two updates that were discussed at the last council meeting:
 - (1) Includes classified staff
 - (2) Includes administrators, including if full career as administrator
 - ii) One change that reverted to its previous state was “must have served greater than 50% of the time at Moorpark College”
 - iii) [Motion to approve the bricks process document made by Hugo Hernandez and seconded by Ron Wallingford](#)
 - iv) Sharon Manakas—Who is responsible for the administrators?
 - (1) Nenagh Brown—An unlikely scenario but would ask administrators to pay for their own
 - (a) If a brick recipient started as classified or faculty then the respective group would pay for those bricks
 - v) Tiffany Pawluk—suggested wording “honoree might be responsible for half the costs”
 - vi) Suggest wording: “Administrator honorees may be responsible for the full cost of the brick”
 - vii) Hugo Hernandez—Does the cost of brick include installation?
 - (1) Nenagh Brown—Labor for installation is graciously donated by Maintenance and Operations
 - (a) Spencer Thompson finds a way to complete this work in between other duties with John Sinutko’s approval
 - viii) Tiffany Pawluk—For part-time faculty can count up to 2 semesters per year
 - (1) Erik Reese—suggested update: up to/maximum of 2 semesters credit per full academic year (and count all 3 semesters, fall, spring, summer)
 - (2) Renée Butler—It will be difficult to track down details of summer employment
 - ix) Nenagh Brown—It is important that we accurately determine the details
 - (1) Tiffany Pawluk will kindly help us write it up and bring it back for a future vote
 - x) [Motion to postpone to a future meeting made by Renée Butler and seconded by Chuck Brinkman](#)
 - xi) [Voted to approve postponement with Renée Butler abstaining](#)

IV) Information Items

- a) Moorpark College Educational Master Plan
- b) Classified Prioritization
 - i) Most highly rated position is another equipment manager and the second is another instructional technologist

V) New Business

- a) Gender-neutral bathrooms—Nenagh Brown
 - i) Postponed to a future meeting
 - ii) Hoping this will come back as a united presentation with Associated Students and the Spectrum club
- b) Strong Workforce (SWF)/Perkins update—presented by Dean Mary Rees
 - i) In 5-10 years the economy will be very different
 - ii) 40% of current jobs will not be available in the near future
 - iii) State has invested in jobs that fall somewhere between high school and a bachelor’s degrees
 - iv) Moorpark College received \$800k to \$1M annually for Career Education programs
 - v) What defines Career Education (CE)?
 - (1) The state has Taxonomy of Programs (TOP) codes that designate classes as career or instructional/academic
 - (2) Lots of disciplines are in both camps
 - vi) There are many CE programs on campus that have recently developed more than a dozen new degrees and certificates
 - vii) These funds have been invested in a number of areas, including marketing and outreach, and support for three full-time faculty (ACCT, CS, CNSE)
 - (1) Senate recommended moving these faculty off of categorical funds onto general funds but this has yet to happen
 - viii) These grants have changed the way instruction is done at Moorpark
 - (1) New computer lab in T-211 largely for cybersecurity but shared with math
 - (2) New outdoor fitness lab
 - (3) Engineering lab
 - (4) Two accounting labs with 3 different screens

- (5) Entrepreneurial lab
- (6) Music lab
- (7) These all involve experiential instruction
- ix) These grants also support personnel, including partial salaries of deans, part of a counselor, part of technical theater, part of an Admissions and Records person
- x) The bad news is that we are looking at a 1/3 cut in the funds according to the proposed January budget but this subject to the May revise
- xi) If have 2/3 the previous funds, then will have to consider other funding sources for some positions
- xii) There is also a K-14 SWF and hoping to move one position over for program development ~\$150k
- xiii) State mission is clear but maybe better luck in starting earlier, therefore K-14 (half to K12, half to CC's to support K12)
- xiv) New process for CE areas created at Moorpark—single application for Perkins & SWF fund requests
 - (1) Packets with the updated applications will be sent out soon
 - (2) CTE workgroup will then review the applications
- xv) The college was in need of facilities and faculty and have done well on those two aspects with these funds
- xvi) Must identify grants that support our chosen directions and braid as appropriate
- xvii) Nenagh Brown
 - (1) Thank you very much for coming, as many had heard about the 33% cut
- xviii) Hugo Hernandez—In terms of K-12 funds is that a liaison or an instructor that might be hired?
 - (1) Mary Rees—Liaison
- xix) Lohn Loprieno
 - (1) Please come to the CTE workgroup and check out the process
 - (2) These grants have enabled tremendous growth in many different programs on campus
- xx) Mary Rees—There are about 25 CE programs on campus
- xxi) Nenagh Brown
 - (1) Regarding the funding cut, there is no doubt that the faculty will continue to be funded
 - (2) CTE liaison position on council because so much is going on in that world
- xxii) Marnie Melendez—Most money is now going to K-12? Could the K-12 money support a position on campus in student services?
 - (1) Mary Rees—There is a new pot of money for K-12 and yes these funds could support a position here possibly along the lines of VC Innovates that supports interaction between high schools and community colleges
 - (2) Josepha Baca—Application showed to you is for Perkins/SWF and there will be another process for the K-14 funds
- xxiii) Ruth Bennington—I am a little confused, what is the upside for us in being the fiscal agent of the middle school funds?
 - (1) Mary Rees—It is a blatant way to force the K-12 and CC's to work together
- xxiv) Mary Rees
 - (1) This is all local programs
 - (2) There is another pot of money that is regional funding
 - (a) State wants all of us to work together; 8 colleges in our region
 - (b) Ought to be doing curriculum and programming at a regional level
 - (c) Region funds are about 60% for colleges to spend on regional type work
 - (i) Internships, allied health, zero-textbooks, articulation
 - (d) Some money goes to regional projects such as virtual labs
 - (e) Another pot of funds goes to our deputy sector navigators, the liaisons between the colleges and industry
- xxv) Nenagh Brown—Mary Rees has made the most of the money
 - (1) Faculty have finally found resources they have been after for a very long time
 - (2) Will continue to have updates on SWF/Perkins progress
 - (3) ASCCC is working to try and reclaim that lost 33%
- c) Recycling at Moorpark College—presented by Karin Johansson, co-chair, Campus Environment Committee
 - i) Karin Johansson is both faculty and classified in photography
 - ii) Just started discussing recycling in the campus environment committee where it seems like things will move forward
 - iii) Discussion of recycling bins in each person's office for paper, cans, & bottles
 - iv) Classified would like bins
 - v) Would faculty like recycling bins in their offices? Perhaps an opt-in system?
 - vi) Another vital part will be education on what actually is okay to include in the recycling bins
 - vii) Plan is to expand to solar panels and other items but starting with recycling for now
 - viii) There are no full-time faculty on this committee and would appreciate some input
 - ix) Nathan Bowen
 - (1) Totally on board with bins in all offices
 - (2) Ought to inventory current status and only get new bins when required as some faculty have recycling bins already
 - x) Marnie Melendez
 - (1) Thought that we already recycle
 - (2) Have a separate bin but do not know if the maintenance separates out trash and recycling
 - xi) Karin Johansson
 - (1) There is a difference between black and blue plastic bags
 - (2) Items in blue bags get recycled and black bags are for trash
 - xii) Vance Manakas
 - (1) Everything goes in one bin and gets carted off in one heap

- xiii) Karin Johansson
 - (1) A lot of the effort will be educating everybody on what can actually be recycled easily, aka what is allowed in the recycling bins
- xiv) Nenagh Brown
 - (1) Every faculty office being given a recycling bin seems to be agreeable
- xv) Dan Darby
 - (1) Part-time offices and Staff Resource Center ought to have bins as many part-timers eat and perform office tasks there
- xvi) Sharon Manakas
 - (1) Would be good to have bins in the student gathering areas as well
- xvii) Nathan Bowen
 - (1) It would be great to request John Sinutko to inform us of the current process/status
 - (2) Would increase transparency and help move the discourse forward
- xviii) Karin Johansson—meeting Feb 19th and will bring that to the committee
- xix) Jolie Herzig
 - (1) Possibly half-bin that attaches to the current trash can to save space
- xx) Nenagh Brown
 - (1) Have yet to hear of a volunteer to join this committee
 - (2) Think about those passionate about the environment and encourage them to join this group
- xxi) Karin Johansson
 - (1) Committee meets 1-2pm on the third Thursday of the month (Feb 19th, March 19th, April 16th)
- d) Great Teachers process paper—Nathan Bowen
 - i) Reverted to the previous language after updating for the 40th anniversary last year
 - ii) Question arose as to what it means to be part of the tenure process so let's review the current criteria
 - (1) Shall we introduce more specificity for section 3, 1, i or just leave as is?
 - (2) Hugo Hernandez—Leave it as is
 - (3) Sharon Manakas—Tenured or not tenured would fit into 2
 - (4) Renée Butler—Could we just add “the first 3 years” in the tenure process?
 - iii) [Motion to amend section 3, 1, i to add “faculty in the first 3 years of the tenure review process” made by Renée Butler and seconded by Ruth Bennington](#)
 - iv) [Voted to approve the amendment with Renée Butler and Erik Reese abstaining](#)
 - v) [Motion to approve the amended Great Teachers process documents made by Tiffany Pawluk and seconded by Vance Manakas](#)
 - vi) [Voted to approve the amended GT process documents with Renée Butler abstaining](#)
- e) Monthly Academic Senate budget update—Nathan Bowen as Renée's voice
 - i) In Jan 2019, 86 faculty donations received for a total of \$3440.00
 - (1) In 2018, 89 faculty donated a total of \$3585.00
 - (2) In 2017, 97 faculty donated a total of \$3880.00
 - ii) Some faculty retire and some on leave; will try to sign up new faculty in the fall
 - iii) Current balance is \$11,265.47
 - iv) In good shape to fund the “brick” awards this year

VI) Reports

- a) Officer Reports
 - i) Treasurer—via Nathan Bowen
 - (1) AS Scholarship
 - (a) Please nominate a student for the AS scholarship
 - (b) Have more hard copies of the scholarship documents if you would like
 - (c) Deadline to apply online is Feb 19th
 - (2) Call for scholarship readers as well
 - (3) Sydney Sims—is that when letters are due from us as well?
 - (4) Nenagh Brown—Deadline is the 19th for all
 - (5) Marnie Melendez—Thought a letter for recommendation was not required for the AS scholarship
 - (a) Renée Butler—Correct, letters of recommendation are not used for the AS scholarship
 - (6) Volunteers for readers/evaluators?
 - (a) Mary LaBarge, Michelle Dieterich Vance Manakas, and Marnie Melendez
 - (7) Hugo Hernandez—Can we nominate more than one student?
 - (8) Nenagh Brown
 - (a) Yes, you may nominate multiple students
 - (b) This is our opportunity to recognize exceptional students by nominating them for this scholarship
 - ii) Secretary
 - iii) Vice President
 - (1) Study abroad committee has received applications for study abroad programs that will be reviewed this week
 - (2) Will be moving forward for local approval and then on to the Board of Trustees
 - (3) Nenagh Brown—Julius Sokenu will be back Feb 15th which will work perfectly for the study abroad
 - iv) President

- (1) About 4 months ago Kristen Robinson came to me to ask about cutting the 2 faculty speeches down to 1 to help shorten the graduation ceremony
- (2) How do we cut the length of graduation question was also posed to the president, board of trustees, etc.
- (3) One faculty speaking to the students is probably enough and asked for senate to select the speaker each year
 - (a) Traditionally the AS President would speak as well as the DFC recipient
 - (b) Whoever did not speak each year, DFC or AS President, would still help hand out the degrees
- (4) Question for you is that for the good of the students on behalf of the AS if we would go to one speaker?
- (5) Wanted to check in with you to make sure that this is the correct path forward
- (6) Please give me your input on this matter, in person, via email, etc.

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