

Moorpark College Academic Senate Council Minutes

Thursday, August 15, 2019 at 10:30 AM – 11:45 AM in FH-220

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 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	Christina Lee
ASC Pres	Nenagh Brown	NB	Physics / Astronomy / Engineering / Computer Science	Ronald Wallingford / Scarlet Relle	RW	
ASC V.P.	Erik Reese	ER	Social Sciences	Matthew Morgan / Susan Kinkella / Rex Edwards	MM	
ASC Secretary	Renée Butler	DRB	Student Health Center	Sharon Manakas / Silva Arzunyan	SM	
ASC Treasurer	Ruth Bennington	RB	World Languages	Helga Winkler / Alejandra Valenzuela		
ACCESS	Jolie Herzig / Silva Arzunyan	JH				
Behavioral Sciences	Dani Vieira / Kari Meyers	DV	Athletics	Vance Manakas / Mike Stuart		
Business Administration	Reet Sumal		Library	Mary LaBarge	ML	
Chemistry/Earth Sciences	Tiffany Pawluk / Deanna Franke					
Child Development	Cindy Sheaks-McGowan / Shannon Coulter		Part-Time Rep	Dan Darby	DD	
Counseling	Chuck Brinkman	CB				
EATM	Gary Wilson / Cindy Wilson	GW	AFT Rep (non-voting)	Hugo Hernandez	HH	
English/ ESL	Sydney Sims / Jerry Mansfield	SS				
EOPS	Marnie Melendez / Angie Rodriguez		CTE Liaison (non-voting)	Josepha Baca	JB	
Fine & Performing Arts	John Loprieno / Cynthia Minet	CM	GP Liaison (non-voting)	Beth Miller	BM	
Health Education / Kinesiology	Remy McCarthy / Adam Black	RM	Committee co-chairs (non-voting)	Beth Gillis-Smith	BGS	
Health Sciences	Michelle Dieterich / Dalila Sankaran	DS				
Life Sciences	Jazmir Hernandez / Yana Bernatavichute					
Mathematics	Chris Copeland / Curtis Paul					
Media Arts and Comm Studies	Jenna Patronete / Svetlana Kasalovic		Student Liaison (non-voting)			

I) Public Comments

(Those wishing to make public comments must be in attendance before 10:30 AM)

A. Ron Wallingford – Wear black at Convocation.

- B. Nenagh Brown – Announcement: Ed CAP Co-Chair needs to be filled. You can speak with Nathan Bowen, the last Ed CAP Co-Chair, for more information.
- C. Beth Gillis-Smith – Speaker on Friday: Lauren Servais from Santa Rosa Junior College
- D. Nenagh Brown – Convocation on Friday, there will be a short Academic Senate (AS) General Meeting, please stay
- E. Erik Reese – Remind faculty that all faculty are members of the AS.

II) Introductions

- A. Everyone introduced themselves, what their role is in Academic Senate, and an interesting thing they did this summer.

III) The Academic Senate purview

- A. Erik Reese gave a presentation explaining the Academic Senate purview, including when and how the AS started and why we have it. (See handout on AS website.)
 - i) The Community College Reform Act (AB 1725, Vasconcellos, 1988) was a piece of aspirational legislation focusing on education to better all Californians.
 - a) It also strengthened the AS locally and statewide.
 - ii) Education Code: Legislation is chaptered into the CA Ed Code.
 - iii) Title 5: Rules and regulations for the implementation of the Ed Code.
 - iv) Title 5 Definitions
 - a) AS primary function is to make recommendations on all academic and professional matters to the administration of the college and the Board of Trustees (BOT).
 - b) Referred to as the “10 + 1”
 - 1) The “10+1” appear on each senate agenda
 - 2) Cards with the “10+1” were also distributed
 - c) “Consult collegially”, and a number of other terms related to participatory governance are also defined.
 - v) Academic Senate of the California Community Colleges (statewide senate) is recognized as the voice of community colleges academic senates by the Board of Governors and Chancellors Office.
 - vi) Participatory Governance at the college level
 - a) AS Council and eight standing committees, with faculty co-chairs and faculty that make recommendations to the administration.
 - b) This is codified in our By-laws and Decision-Making at Moorpark College document.
 - vii) Participatory Governance at the district level
 - a) There are a number of district level participatory governance groups as well.
 - viii) Local Senates Hand Book gives more information on the ASC for California Community Colleges.
 - a) Academic Senates established by law is unique to California.
 - b) Nenagh Brown – Please educate others about AS especially faculty and managers who came from out of state. Our district chose the “mutually agree” option (in 1986) and this leads to much more dialogue between the Academic Senates and management, both at the college and district level.
 - ix) Does new or updated curriculum need a discipline expert?
 - a) Josepha Baca – What if we don’t have one? Are min. quals. being looked at?

- b) Nenagh Brown – Yes; this is a 10+1 and only someone with the min. quals. can update or write curriculum. Sometimes this means hiring someone as a faculty expert when there isn't a full time faculty in the discipline.

IV) The Brown Act

- A. Ruth Bennington gave a presentation on the Brown Act, which can be found in the California Government Code. The Act, which is a transparency law, guarantees the right of the public to attend and participate in meetings of local legislative bodies. She will post a link of the Power Point Presentation from the Leadership Institute.
 - i) The policy underpinning the law is that decisions that affect the public cannot be made behind “closed doors.”
 - ii) Academic Senate and its standing committees are subject to the Brown Act.
 - iii) The Act requires 72 hours’ notice of any meeting of AS (or its standing committees). The notice must include the time, date and place of the meeting, and the agenda. The agenda must include sufficient information to enable the public to decide whether or not to attend.
 - iv) Members of the public, including the media and our students, may attend. AS cannot restrict anyone’s attendance.
 - v) It is very important not to discuss Brown Act matters outside the public meeting. It is permissible for senators to attend parties and conferences together, but they may not discuss AS business. If AS business is mentioned, then this is considered a “meeting,” and violates the notice requirements of the Brown Act.
 - vi) Closed Sessions, where the public are excluded are permissible in very limited circumstances, such as suspensions, honorary degrees, anonymous gifts, threats to security, etc.
 - vii) All AS documents need to be ADA compliant, and AS must accommodations for a member of the public.
- B. Erik Reese
 - i) This is tax payer money so people have the right to know what is going on.
 - ii) Transparency and openness are the underlying philosophy.
 - iii) Standing committees also fall under the Brown Act.
 - iv) Ad-Hoc committees, or workgroups, are not legislative bodies but report back to the standing committee or Council which are legislative bodies.
- C. Ron Wallingford – Do minutes need to be posted and visitors need a pass to park? Yes.
- D. Beth Gillis-Smith – Does the Co-Chair need to post the documents and where are they to be posted?
 - i) Nenagh Brown – It does not have to be the Co-Chair that posts them. They are posted outside of the Administration Building, in a locked glass cabinet, and it should hold 8 agendas. We are working on this.
- E. Cynthia Minet – What is Quorum and if at a party with less than quorum, is it ok to talk?
 - i. Nenagh Brown – Quorum is over 50% of the members; yes, it is ok to talk but probably better not to in order not to give the appearance of a closed meeting. If more than half of the members are present, you cannot discuss anything as it would be a meeting behind closed doors.
- F. Ruth Bennington – There are emergencies in which you can meet with 24 hours notice such as a strike.

- G. Nenagh Brown – Within the current Board of Trustees meetings there are very diverse opinions expressed and yet they stay within the Brown Act. Come and see the Brown Act in action at a Board meeting.

V) Roles and responsibilities of senators

- A. Renée Butler gave a presentation about the roles and responsibilities that AS senators have.
- i. Representing your department
 - a) You are the voice of your department; bring questions, concerns, views and suggestions to AS council from your department(s).
 - ii. Communication with your department
 - a) Bring information back to your department from the AS council meetings.
 - b) Bring questions and concerns from your department to ASC and/or AS officers.
 - c) Senators shared how they communicate with their department: email, faculty meetings, reports to their divisions and department (and “CC” email Nenagh Brown)
 - d) Nenagh Brown – We need to work on this area of communication.
 - i. AS Website
 - a) You can access it at www.moorparkcollege.edu and also through your portal.
 - b) Visit it often to stay informed of the many state initiatives and college policies that are coming into place.
 - c) The agendas, handouts, and minutes are posted on the AS website.
 - ii. Voting on motions
 - a) You are the one vote to represent your department(s).
 - b) If applicable or for pertinent issues, discuss and/or vote within your department beforehand and bring that vote to council.
 - c) Erik Reese – Brown Act: Your vote as a representative has to be recorded.
 - iii. Prioritization vote
 - a) Usually occurs in October; again, you are the one vote to represent your department(s).
 - b) There is much reading through parts of program plans and data that will be provided to help you prepare for voting. Please come prepared.
 - c) If your department has requested a faculty position(s), you or someone from your department will give a spiel as to why your department(s) need this position(s).
 - iv. Reading
 - a) There is a considerable amount of reading at times to prepare for council meetings.
 - b) Read the minutes for approval before coming to the next meeting. They are posted on the AS website 72 hours before each meeting. Bring any corrections you may find.
 - v. Passing the “Torch”
 - a) If/when you pass on the role of AS Senator for your department(s) to the next person, please review all of these roles and responsibilities of being an AS Senator to the new faculty member representative.
 - b) If possible, have new members start to attend at the end of the previous school year they will start, to see how much fun we have
- B. Nenagh Brown – Membership: Need to hold elections especially for the new departments.
- i. You can’t vote until ratified by AS Council.

- ii. Please give the secretary the new memberships of all committees and Co-Chairs on the standing committees.

VI) Academic Senate Council goals for 2019-20

- A. To be discussed at a future meeting.

VII) Adjournment at 11:45 AM