

Moorpark College Academic Senate Council Minutes (Draft)

Tuesday, February 18, 2020, 2:30 – 4:00 PM in the 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 education. Moorpark College integrates instruction and student services, collaborates with industry and educational partners, and promotes a global perspective.*

See all handouts here on the [Academic Senate \(AS\) website](#)

I) Public Comments

- A. Ruth Bennington – Looking for runners for the Ribbon Castro Charities 5K and Fun Run, the biggest fundraiser of the year to support the MC pantry.
- B. Vance Manakas – This information was shared with our running and walking classes.
- C. Dalila Sankaran – MC Nursing passed our National Accreditation.

II) Approval of Minutes

- A. February 4, 2020 – Renée Butler
 1. **Motion to approve the minutes made by Chuck Brinkman and seconded by Sharon Manakas.**
 2. Discussion: Sydney Sims corrected that Kara Lybarger-Monson is the FT/CAP rep for English and not the alternate for Fiscal, and corrected a misspelled word.
 3. **Voted to approve the minutes with Remy McCarthy, Angie Rodriguez, Sharon, Ron Wallingford, Erik Reese, and Nenagh Brown abstaining.**

III) Unfinished Business

- A. Standing Committee updates – Renée Butler
 1. **Motion to approve the updates to the AS Council and Standing Committee membership made by Ruth and seconded by Dani Vieira.**
 2. SLO Committee: Jamie Whittington Studer is the rep for Comm studies, and FT/CAP Committee: Kara Lyburger is the rep for English.
 3. **Voted to approve these updates, passed unanimously.**
- B. AS Election Workgroup report – Erik Reese
 1. The updated documents were presented and reviewed.
 2. There is a minimum of two weeks notice for any changes to the by-laws.
 3. How do we want to do the voting – all together?
 4. Write in vote pros and cons #3 A. Currently it states that a write-in candidate is not an option.
 - a) Christy Douglass – Having a write-in option is a good practice to have. If someone is running unopposed, it gives an opportunity to vote for someone else. Or, if someone did not get on the ballot in time, should they be allowed a chance to be on the ballot?
 - b) Nenagh gave an example - Lydia Morales was a write-in candidate for the President at VC and won.
 - c) Erik – People would like to know who is running ahead of time.

- d) Josepha Baca – MC is very procedural; VC is a different “animal.” It would be good to have more options. MC has a great set up now, but not sure what the future holds. This is for a safeguard.
 - e) Dani – If someone is running unopposed, the candidate still needs to have more than 50% of the votes, so faculty can vote no.
 - 5. **Motion made by Ron for an option for write-in candidates, seconded by Jolie Herzig.**
 - 6. **Results of the vote:**
 - a) **Voted for this motion: Jolie, Vance, Josepha, Cindy Sheaks-McGowan, Chuck, Angie, Remy, Dalila, Mary LaBarge, Jazmir Hernandez, John Loprieno, Ron, Matthew Morgan, Sharon, Svetlana Kasalovic, Felix Masci, Christy.**
 - b) **Voted against this motion: Dani, Jenna Patronete, Sydney, Tiffany Pawluk.**
 - c) **Abstentions: Nenagh, Erik, Ruth, and Renée.**
 - d) **Motion passes.**
 - 7. The updates to the by-laws and Election Rules will be brought back to Council at its next meeting for a final vote after the required two weeks’ notice to the general membership.
- C. Great Teachers Seminar – Erik Reese
- 1. Modifications were made for selecting randomly within each tier.
 - 2. There will be a deadline for turning in requests.
 - 3. Svetlana asked about Adjunct faculty.
 - a) Erik explained that the prioritization is still the same, but within each tier, the faculty will be randomly selected. There are four groups prioritized: FT faculty going through tenure, FT faculty not going through tenure, PT faculty, then faculty who have gone before.
 - b) Svetlana – Is there a limit of FT faculty? If FT faculty takes all the spots, then PT faculty do not get a spot?
 - c) Erik confirmed but noted that there is often not a high demand of applicants, and sometimes we look for faculty to go.
 - 4. Nenagh –Our role is to go back to our departments to promote this.
 - 5. Sydney asked if there is there something that explains the GTS? Nenagh– We can have faculty who have gone before share their experience.
 - 6. Christy suggested to send this information to faculty going through tenure, and to send this to the deans.
 - 7. **Motion to accept the modified Great Teachers Seminar procedures and application forms by Tiffany, seconded by Ron.**
 - 8. **Motion passed, with abstentions from Erik and Renée.**
- D. AP 7120-B: Hiring - College President; AP 7120-C: Hiring - Academic Managers – Nenagh Brown
- 1. This originated from VC with considerable concern from VC and OC.
 - 2. Last summer we had hiring occurring with faculty that were not approved by the AS.
 - 3. The request: Faculty must be tenured for hiring committees for Presidents, Deans and Managers.
 - 4. The Vice Chancellor presented this to the Chancellor, and noted that everyone on the District Committee for Administration and Services approved this except for himself (the Vice Chancellor).
 - 5. The Chancellor’s cabinet rejected it.

6. If a recommendation is not followed, we request a written response. We received that and it is posted on the AS website.
7. Matthew – Does this letter has a rational? Nenagh – We don't see the rational. Sydney – The rational is “diversity.”
8. According to the Administrative Procedure the MC AS President sends a letter to the President listing the suggested faculty for the committee. Then we have a response back. This did not work last summer. Nenagh will send a formal letter to the President this year, laying out this procedure for the future.
9. Dalila recommends to ask the state-wide AS for advice, and also see what other colleges have done.
10. Nenagh will ask, in a written response, for confirmation from the Chancellor and ask for a formal reply.
11. Hiring facilitator:
 - a) Cindy suggested to alert the facilitator for informational items only. She has been asked to reach out to ask people to be on hiring committees, but this is not the purview of the facilitator.
 - b) Matthew – There will be other facilitators someday, so they should be made aware this.

IV) Informational Items

- A. Moorpark College Project STEM Impacto for Hispanic and Other Underrepresented Students – Nenagh Brown
 1. This is a new grant for an HSI grant focused on Biology, Biotechnology, and Computer Network Systems Engineering.
 2. Jazmire Hernandez – This grant will help Hispanic students with registration, studying, and will help with student success.
 3. Nenagh thanked Jasmir, Melia Tabbakian, and Audrey Chen for Biology; Subhash Karkare for Biotechnology; Ed Garcia for CNSE
 4. MC wants to find more grants for 1st generation students; we can expand this to other students.

V) New Business

- A. AS monthly budget report – Ruth Bennington
 1. The budget report is postponed because the deductions from payroll were not reported yet.
 2. AS received from the MC Foundation: \$500 for the “Brick” award, \$500 for the Brunch.
- B. Academic Senate Annual Awards – Erik Reese
 1. There will be paper ballots for people to vote in Council, as opposed to voting online, as emails get lost in the shuffle.
 2. Suggestion under the selection process: Paper ballot, rank them in order.
 3. Timeline: March 17 make a call for nominations; March 31 distribution of nominations; April 21 voting in Council via paper ballot; May 5 ratification of results.
 4. Votes will be made pubic by the Brown Act with names on it.
 5. **Motion for adopting these AS Annual Awards procedures and nomination form made by Dani, seconded by Chuck.**
 6. **Motion passed with Erik abstaining.**

C. Student Late-Payment Workgroup

1. The workgroup met last Thursday to work on this.
2. MC: 14.6% students had one or more class dropped due to non-payment. Last Spring 2019 it was 18.5%. This is higher than the other two colleges.
3. Received the perspectives from the Associated Students: They recommend sending text messages, not emails.
4. Recommendations of the Districtwide Technical Review Workgroup – Student Services to continue dropping students for non-payment but to improve the current process as follows:
 - a) Extend deadlines for non-payment.
 - b) Seven days before hand can be extended.
 - c) Paying in April can be extended.
 - d) The problem was often not that the students could not pay, but did not know how to pay.
 - e) We should look at payment methods and how we can improve that for students.
 - f) Coordinate and clarify the communication with our students.
5. John – There should be better communication of the dates.
6. Jolie – There needs to be something more consistent between terms.
7. Remy – Students do not get a transcript unless they pay for their classes. Sooner or later, they need to pay. Nenagh noted a new assembly bill: we cannot deny a student their transcripts.
8. Matthew asked about an insurance policy? Nenagh did not find any college that has that.
9. Deanna Franke– VC and OC have the Promise, so students don't need to pay. This is affecting MC more than our sister colleges.
10. Nenagh will report back to the workgroup. We need to promote our Promise more at MC.

D. Midterm officer election procedures – Nenagh Brown

1. Nenagh has now officially resigned as AS President as of May 31, 2020.
 - a) At the end of the semester, it will have been 4 years of being AS President.
 - b) She has loved every day of this position.
 - c) We need someone else to represent the faculty on academic matters.
 - d) Nenagh sent Erik her official resignation.
2. Nenagh was elected for a two-year term. This is the end of the first year of that term. In the case for replacement for a mid-term vacancy, a 2/3rd vote is needed by the Council, with a two-week call for nominations.
3. Election website will be set up by Renée; candidate's statements will be posted there.
4. On March 3 Council will vote on a new AS President. Nominations will start tomorrow. Those nominated after the 72 hours before Council, will not have a statement on the website.
5. Should candidates give a short speech? Yes.
6. Erik – For the general election, do people give speeches? No.
7. John – If there are multiple candidates, then there may not be a 2/3rd vote. Nenagh - That is true and we do not have guidelines for that.
8. How the vote will be conducted was discussed: show of hands could work, but it must be recorded so agreed there would be paper ballots for accuracy with results publicly recorded.
9. Nenagh asked, since she is out of the running for AS President, to run the election. Confirmed.

VI) Reports

See handouts on AS website

A. Officer reports

1. President Nenagh Brown
 - a) There is a hiring for a permanent dean to replace Jenifer Kalfsbeek and an interim dean to replace David Gatewood.
 - b) The hiring process for the MC President will start soon.
 - c) The hiring process for the Dean for the English department has not been started; it will not be from this hiring process.
 - d) The 9th dean position may not go through.
 2. VP Erik Reese
 3. Secretary Renée Butler
 - a) End of the Year Celebration/Brunch will be Monday, May 11, 8:00 AM – 10:00 AM.
 4. Treasurer Ruth Bennington
- B. Faculty Liaison Reports
- C. Governance Committee Co-Chair Reports

VII) Announcements

- A. Annual Strategic Planning Retreat: March 20, 8 AM – 4 PM, Wood Ranch Golf Club
- B. Academic Senate for California Community Colleges (ASCCC) Area C Meeting: March 28, LA Southwest College
- C. ASCCC Plenary: April 16-18, Oakland

VIII) Adjournment

- A. Meeting adjourned at 4:01 PM.

ACADEMIC SENATE COUNCIL REPRESENTATIVES 2019 – 2020

POSITION	NAME	Present	POSITION	NAME	Present
ASC President	Nenagh Brown	NB	Library	Mary LaBarge Danielle Kaprelian	ML
ASC Vice President	Erik Reese	ER	Life Sciences	Jazmir Hernandez Audrey Chen	JH
ASC Secretary	Renée Butler	DRB	Mathematics	Chris Copeland Curtis Paul	
ASC Treasurer	Ruth Bennington	RB	Media Art / Comm Studies	Jenna Patronete Nicole Block	JP/NB
ACCESS	Jolie Herzig Silva Arzunyan	JH	Performing Arts	John Loprieno Nathan Bowen	JL
Athletics	Vance Manakas Mike Stuart	VM	Physics / Ast / Engr / CS	Ronald Wallingford Scarlet Relle	RW
Behavioral Sciences	Dani Vieira Kari Meyers	DV	Social Sciences	Matthew Morgan Susan Kinkella Rex Edwards	MM
Business Administration	Josepha Baca Reet Sumal	JB	Student Health Center	Sharon Manakas Silva Arzunyan	SM
Chemistry / Earth Sciences	Tiffany Pawluk Deanna Franke	TP	Visual Arts	Svetlana Kasalovic Cynthia Minet	SK
Child Development	Cindy Sheaks-McGowan Shannon Coulter	CSM	World Languages	Perry Bennett Alejandra Valenzuela	
Counseling	Chuck Brinkman Jodi Dickey	CB	Part-time Faculty Representative	Felix Masci Dan Darby	FM/DD
EATM	Gary Wilson Cindy Wilson		AFT Representative (non-voting)	Hugo Hernandez	
English / ESL	Sydney Sims Jerry Mansfield	SS	CTE Liaison (non-voting)	Christy Douglass	CD
EOPS	Marnie Melendez Angie Rodriguez	AR	GP Liaison (non-voting)		
Health Education / Kinesiology	Remy McCarthy Adam Black	RM	Student Liaison (non-voting)	Cecilia Nguyen	CN
Health Sciences	Michelle Dieterich Dalila Sankaran	DS	Committee Co- Chairs (non-voting)		

Guests: