**Moorpark College Academic Senate Meeting Minutes (DRAFT)**

Tuesday, **September 19th, 2017, 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.*

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| STANDING MEMBERS / ACADEMIC SENATE REPRESENTATIVES, 2016-17 | | | | | | Guests |
| POSITION | NAME | PRESENT | POSITION | NAME | PRESENT | Josepha Baca  Dean Mary Rees  Marnie Melendez  Rex Edwards  Celine Park  Alejandra Mares |
| **ASC Pres** | Nenagh Brown | X | Health Sciences | Michelle Dieterich / Dalila Sankaran | DS |
| **ASC V.P.** | Nathan Bowen | X | Kinesiology/HED | Remy McCarthy | X |
| **ASC Secretary** | Erik Reese | X | Library | Mary LaBarge | X |
| **ASC Treasurer** | Renee Butler | X | Life Sciences | Jazmir Hernandez / Carrie Geisbauer |  |
| ACCESS | Jolie Bernal / Silva Arzunyan | JB | Mathematics | Vahe Khachadoorian / Rena Petrello | VK |
| Athletics | Vance Manakas | X | Music/Dance | Brandon Elliot / James Song | X |
| Behavioral Sciences | Dani Vieira / Kari Meyers | DV | Physics/Astronomy/Engineering/CS | Ronald Wallingford / Scarlet Relle | RW |
| Business Administration | Reet Sumal / Ruth Bennington | RS / RB | Social Sciences | Hugo Hernandez / Susan Kinkella | HH |
| Chemistry/Earth Sciences | Tiffany Pawluk / Deanna Franke | TP | Student Health Center | Sharon Manakas | X |
| Child Development | Cindy Sheaks-McGowan | X | Visual & Applied Arts/Media Arts | Mike Hoffman | X |
| Comm Studies/Theater Arts/FTVM | John Loprieno | X | World Languages | Raquel Olivera |  |
| Counseling | Traci Allen | X | Curriculum Chair (non-voting) | Jerry Mansfield | X |
| English/ ESL | Sydney Sims / Jerry Mansfield | SS / JM | *Student Liaison* | Simran Singh | X |
| EATM | Gary Wilson / Cindy Wilson | GW |  |  |  |  |

*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.*

1. **Public Comments**
   * 1. Congratulations to the recipients of employee of the month awards: Full-Time Faculty—Lee Ballestero, Part-Time Faculty—Brian Burns, Classified—Tracie Bosket, Student Worker—Yevhen (Jay) Voitiuk
     2. Vance Manakas—On Sept 29th at 7pm, the first wrestling match in 8 years will be held in the Raiders Sports Pavilion
2. **Approval of Minutes**
   1. September 5th, 2017—approved with Hugo Hernandez abstaining
3. **Old Business**
   1. Updates to Standing Committee Membership for 2017-18
      1. Ratified with no abstentions
4. **New Business**
   1. Strong Workforce grant update—presented by Dean Mary Rees
      1. Background from Nenagh Brown
         1. 3 full-time faculty via Strong Workforce funded at 99% from the grant
         2. Positions picked broadly based on faculty prioritization for CTE disciplines, with final decision by the College President
      2. Thank you to all the faculty for all the work going on in the CTE world—transformation going on
      3. CTE faculty met ~1 year ago and discussed what programs they were thinking about (see AS handout)
         1. Then figured out equipment and person-power required
         2. Faculty was the number one request
         3. Facility requests were next in line
      4. $800k in local strong workforce budget
      5. One year ago, faculty agreed to hire 3 new tenure-track full-time faculty
      6. Tenure positions must be funded from general funds eventually
      7. Options for the 3 full-time faculty positions funded last year via Strong Workforce
         1. Move all 3 to general funds this year
         2. Wait until grant runs out and then move all 3 that year (zero moved over this year)
         3. Move 1 position over each year to general funds
      8. Strong Workforce is basically additional categorical funds (rather than a grant for which we apply)
         1. Guaranteed for 3 years and then funding is unclear after but if SS&E are any indication, may very well continue
         2. Funds could be used for a very wide range of things, rather unique to these funds
         3. Note that Strong Workforce funds are one of the few that can actually be used for facilities
      9. Results based funds for Strong Workforce of around 17% based on CTE FTES, number of certificates, degrees, & proficiencies, obtaining jobs within majors, and bump in salary
      10. A show of hands strongly suggested the will of the senate is to move one Strong Workforce hired faculty member over to general funds this year
          1. This frees up about $140k—possible uses for these funds is posted on AS Handout
          2. Option to hire another faculty member at 99% Strong Workforce funds or use these funds for other purposes
          3. What do you want to prioritize this year? Another faculty hire or use the Strong Workforce funds otherwise?
             1. Comment: Might be best to support new faculty already hired rather than hire a new faculty member
             2. Comment: What about splitting available funds, half faculty and half equipment, facilities, and otherwise?
             3. Comment: Would Admissions & Records allocation funds carry over to general funds when the grant runs out? Answer: No
             4. Question: If not hiring, is there enough to do to spend the full $800k. Answer: Yes!
             5. Question/Comment: How to move the non-tenure track CTE counselor over to tenure-track? Is there some way to roll over one of these positions for this counselor?
             6. Comment: Suggests using the $140k as investment in current programs this year and reconsider possibly hiring faculty for next year’s Strong Workforce budget
             7. Comment: CTE workgroup members have a good sense of the needs of the programs on campus, based on labor market studies and other research

Other faculty members ought to have this information as well

* + 1. Summary of apparent will of the counsel
       1. Seems like we ought to roll over 1 faculty member to general funds this year
       2. Use the liberated funds primarily for facilities besides faculty hiring for this year and reconsider next year
  1. Full-time faculty prioritization process
     1. Question on what a “vital program” is on criteria #1
     2. Presentation time—3 minutes + 3 for any number of additional requests within a discipline
        1. 3 minutes max including presentation and questions
        2. With 6 minutes total for disciplines requesting more than one faculty member
     3. Last time allowed experts from each discipline come to present but were not allowed to vote: only council members may vote
     4. No references should be made to other program requests, either pro or con
     5. Special considerations—Absentee ballots, alternates, and more
        1. Last year one faculty member and one dean were unable to attend faculty prioritization
        2. If prioritize on Oct 3, one dean is unable to make it
           1. Alternates for deans?
           2. Or absentee ballot?
           3. Or not at all?
        3. For Health Services, possibly have ACCESS as alternate for voting—Silva Arzunyan as alternate for Sharon Manakas
           1. Sharon Manakas—would really have liked to vote since she did all the background work ahead of time
     6. Processes on which to vote
        1. Absences—official alternates that have been ratified by the senate council or approved by the Vice President of Academic Affairs as appropriate may vote in place of a regular member
           1. Alternates may be outside the discipline in special cases, for example, Sharon Manakas in Health Services & the deans
           2. It is assumed that the alternates will be informed and have done their homework for the prioritization process
        2. Emergencies—in cases of last minute emergencies that do not allow for alternates to prepare properly (set time scale next time) absentee ballots will be accepted if they are received in time to be counted with the other ballots
        3. Any faculty member may present a faculty request but only academic senate council members may vote
        4. All requests are granted 3 minutes to present for a discipline, including questions; 6 minutes total are granted for disciplines requesting more than one faculty member
        5. Comparisons with other program requests are not to be made during presentations, neither for nor against
        6. Voted to approve with no abstentions
     7. Possible dates: Oct 3 and Oct 31
        1. Oct 3 preferred from 2:30pm-5:30pm in CCCR for faculty prioritization
     8. Process for pre-prioritization workflow
        1. Program Plans due Thursday at noon
        2. First we go through the raw pulling of requests from the program plan: VPAA Julius Sokenu & Nenagh Brown
           1. VPAA Julius Sokenu & Nenagh Brown will send a “complete” list—must check the list on Friday Sep 22!
        3. Send it out to Council on Monday Sep 25
        4. Have a week and a day to review the background and information materials
           1. Materials—program plan statements, institutional effectiveness 3 year data, number of declared majors, number of certificates and degrees awarded
        5. Comment: May we go through the faculty requests in a different order than usual?
     9. Final comments from district, etc.
        1. Any new hires go through the Chancellor’s cabinet
        2. One trustee says that there should not be any new hires in the current budget situation
     10. There were 4 last minute retirees, lost 4 faculty members to other institutions, 1 failed search: 9 less salaries to pay
         1. Over our FON by 20
         2. Yes, will hire some, but there is no room for slack; must be certain the top faculty choices are the top choices
  2. Resolution for compressed calendar—presented by Reet Sumal
     1. To be discussed next time
  3. Academic Senate Council membership
     1. To be discussed next time
  4. VCCCD Strategic Plan revision
     1. To be discussed next time
  5. Study Abroad processes
     1. To be discussed next time

1. **Reports**
   1. Committees—written format
      1. CurCom
      2. Fac/Tech
         1. Discussed goals for this year
         2. Recruited for the 3 workgroups: FRAWG, TRAWG, and PAWG
      3. ProfDev
      4. Fiscal
      5. SLO
         1. Introduced the new SLO Coordinator Mahta Rosenberg, who then gave a full report
         2. Reviewed committee representation
         3. Began discussion of goals
         4. Discussed SLO participation as part of faculty evaluation (SLO results NOT part of faculty evaluation)
      6. EdCAP
      7. SS&E
      8. DE
         1. Clarified membership
         2. Reviewed goals
         3. Established committee workgroups
   2. CTE Report
      1. More and Better Conference at Ventura College
         1. CCCAOE—California Community College Association for Occupational Education
         2. Involved discussions of the Strong Workforce Program, supporting CTE students, and the launch board data tool
   3. Officer Reports
      1. Treasurer
      2. Secretary
      3. Vice President
      4. President
2. **Announcements**

* 1. October 14: ASCCC Area C Meeting (held at MC)
  2. November 3: Project ALAS Summit at Moorpark College