

**MOORPARK COLLEGE ACADEMIC SENATE**  
**GREAT TEACHERS SEMINAR**

**PROCEDURES**

**1. The seminar**

Moorpark College has approved the Great Teachers Seminar held annually at Santa Barbara (for the next two years held in Asilomar, Pacific Grove), sponsored by the National Great Teachers Movement, as promoting instructional excellence. When funds for attendance of this event are made available to the Senate it will carry out the following procedures.

**2. Call for applicants**

The Academic Senate will notify all faculty of the opportunity to attend the Seminar, calling for applications. The Senate's application form will include the information required by the Seminar for registration purposes; it will not include evaluative questions or require any confirming signatures.

**3. Priority determination for selection of faculty**

In the case of more faculty applying to attend the Great Teachers Seminar than positions available the following list of priorities will be adhered to.

1. For the 40th anniversary only (this year), to align with the Seminar's call on spot will be reserved for faculty who have previously attended a Great Teachers Seminar on a first-applied, first-prioritized basis. If there are no applicants in this category, prioritization will adhere to the following:
2. Full-time faculty who have not previously attended a Great Teachers Seminar in the following order:
  - i) Faculty in the tenure review process who have taught at Moorpark College for a minimum of one year (to a maximum of half or just over half of the number of available positions, on a first-applied, first-prioritized basis as determined by the time the Senate application form is submitted electronically to the Senate Vice President).
  - ii) Other full-time faculty on a first-applied, first-prioritized basis.
3. A maximum of two faculty members per discipline may attend the Seminar. If more than two people from the same discipline apply they will be prioritized as above.

**4. Administration**

The Academic Senate Vice President will be responsible for carrying out the necessary processes to enable faculty to attend the Great Teachers Seminar.