25 Years of Service “Bricks”

The Academic Senate and the Classified Senate

Joint Process Document

# Purpose

These were initiated by the Academic Senate in 1992 to recognize and honor the hard work and dedication of faculty and administrators who have served Moorpark College for 25 years. Classified staff were included in the tradition in 2019. The courtyard between Fountain Hall and the nearby parking lot houses plaques in honor of those serving 25 years and is known as the *Academic Court of Honor*. The originals were mounted on bricks and embedded into the ground so that the plaques are commonly referred to as “bricks”.

# Eligibility

Current and former faculty, classified staff, and administrators who have served for 25 years and satisfy the following criteria:

* Total service time is computed district-wide
* For faculty service time is computed per semester, not including summer semesters, for both full and part-time faculty members
* For classified staff service time is computed from the first day of employment and includes all periods of employment, both full and part-time
* Faculty, classified staff, and administration time are all counted and added together for those that have served in more than one role
* Employee must have served greater than 50% of the time at Moorpark College (26 semesters minimum for faculty).

# Procedure

The Academic Senate and Classified Senate are each responsible for the organization and financing of their respective “bricks”. The honoree receiving a brick may be responsible for up to half of the costs depending on the availability of outside funds.

The call for “bricks” goes out every other Spring semester (odd years), preferably by the end of the fourth week of classes. Interested parties must contact the Academic Senate president or the Classified Senate president or their designees, as appropriate, to express their interest by the deadline stated in the announcement. Service time is verified by the Senate executives in cooperation with District Human Resources.

There will be a modest dedication ceremony the following Fall semester to celebrate the momentous contribution to Moorpark College by the honorees.

Approved by Academic Senate: (date)

Approved by Classified Senate: (date)