# AS Council Standing Committee Reports, November 5, 2019

## F/T CAP – Co-Chair: Norm Marten

Technology and Facility requests were made available to TRAWG, FRAWG and PAWG workgroups. Workgroups will begin working on the requests to prioritize prior to forwarding the ranking to the F/T committee for review/approval.

* IT update

1. Adobe Creative Suites was added to the open computer lab in Library and PS
2. Emergency Notification System progressing
3. IT is working with various departments to assist them with purchasing items that were approved and funded through TRAWG

* Instructional Tech update

1. Camtasia Licenses are available for installation on college owned faculty and staff computers.
2. Tracie advised that Pronto allows you to text using Canvas rather than your personal phone.

* Facilities update

1. Gym Renovation completion was pushed back a week.
2. Field house is just about ready for occupancy
3. Wayfinding – Latest update has not been received.

* District IT update

1. Emergency Notification System – AVC Watkins provided an update on the Emergency Notification System Project. The first phase of the project is the implementation of Activate with is the ability to provide immediate notification to the college via an application on a phone or computer and outdoor speakers. This system will not only notify via email/text it will also provide a notification on computers in classrooms and offices. Training will be provided on how to use the Activate system during this phase. The work for this phase should begin at MC in early February. The second phase is the installation of notification systems in the classrooms and open areas. AVC Watkins is hoping to place a few samples of this on the MC campus this fall. Full installation will be November 2020.
2. District IT Security Policy that was reviewed by F/T CAP last year and the Academic Senate is now in its final review by Classified Senate. Following that review it will be forwarded to the Board of Trustees for final review and approval.

* Solar Project Update

1. The Solar Project will begin in the next few weeks. Actual construction will not begin until after the end of the Spring 2020 Semester. The solar panels will be installed in Parking Lots A, AA, B, C. While Electric Charging Stations and Cameras will not be part of the project, the infrastructure will be put in place for possible future installation. The campus needs ~ 2.5 megawatts at peak. The current solar array design will generate ~ 2 megawatts. When we generate more that we need it will return to the grid however the credit will go to the solar company as they are paying all the cost of installation and maintenance for the next 20 years.

## SEA – Co -Chair: Trulie Thompson

Met Oct 23

* SEA Goals 19-20
  + Discussed goals from previous year and ones to be included for this upcoming year
  + Final Goals are:
    - Complete the 2018-2019 SEA Annual Report by 1/1/20
    - Use data to initiate strategies for improvement
    - Clarify and streamline the process of budgetary requests for SSSP, BSI and Equity funding
    - Support Open Educational Resources (OER) and ensure that students have access to programs with little or no costs
    - Support the design and implementation of Guided Pathways at Moorpark College
    - Increase communication to faculty of SSSP, BSI and Equity best practices
    - Support the Basic Needs Workgroup and the feasibility study for a Basic Needs Student Center
    - Review the Making Decisions Document as it relates to SEA Standing Committee
* Expenditure Report from 2017-2018 was shared with Committee in relation to the $93K of Basic Skills money that was returned to the state
  + - J. Conley discussed the NOVA report
    - Committee members still have questions and concerns as to why the money was not spent and had to be returned
    - Currently working on getting the funds back from the state and awaiting approval from state to spend monies past the deadline
    - The BSI Committee will be posting budget reports in their monthly meetings
    - Questions/Concerns:
      * + Will this affect funds for BSI in the future?
        + If Committee receive funds back from state, must plan ahead on how to spend funds
    - Next meeting, Committee will review the DRAFT of the Annual Report
* SEA Funding Request Process
  + Committee discussed the process of how the funding request will work.
* Discussion on where the funds come from; how they are allocated
* Page 4 of the Annual Report discusses examples of how activities are categorized
  + Review the SEA Program Expenditure Guidelines
  + Need to include previous goals/plans from last year
  + Review of the revised Funding Request Rubric
  + Forms needs to be updated; including fillable form
  + Forms will be sent out the campus-wide and due November 13th; Committee will review next meeting and rank
* Guided Pathways Update (Traci Allen)
  + Update on the workgroups for GP, Metamajors now called Areas of Interest
  + GPS Consultants will be on MC campus 10/28/2019
  + Student Support Design Team – working on program mapping
    - Passed around DRAFT handouts that the Committee is working on
  + Student onboarding looking at ideas of Student Success Teams/Circles

## EdCAP – Co-Chair: Nenagh Brown

Met Oct 22

* Reviewed this year’s program plan process for improvements for next year; extension of deadline to September 30 proved popular with all!
* Gap analysis conducted of the two Action Projects contained in Moorpark’s Quality Focused Essay in preparation for ACCJC Midterm Report
* EdCAP members invited to attend eLumen demo on November 12. This software is being considered by the SLO Committee to allow us to satisfy ACCJC’s recommendation to disaggregate our SLO data; however it also has a program plan component to its software and EdCAP might want to consider this as an alternative to our current TracDat platform. Watch this space.

## Fiscal Planning Committee – Co-Chair: Nenagh Brown

Met Oct 22

* Final preparation and updates for classified prioritization process; this year it will occur in the Fall semester on November 26
* FTES update shows Moorpark to be down around 200 FTES from its target for this semester and projected to be down about 70 FTES overall this year. This would put us about $1 million down in revenue for next year, spoiler alert.
* Report on second round of Co-Curricular awards; next round in the Spring
* Discussion of the new information given out by the district at Moorpark Academic Senate’s request; this breaks down the Faculty Obligation Number (FON) by college as well as category rather than across the VCCCD, which is how the FON is calculated for the state Chancellor’s Office. It shows Moorpark low both in the number of FT faculty and as a % of the FTES we produce for the district.
* Report out on the discussion happening in the District Committee on Administrative Services (DCAS) on updating the VCCCD Allocation Model in line with the Student Centered Funding Formula. So far the district committee has primarily looked at the revenue sources going into the Model, and in this has supported the decisions made during the last relook at the Model two years ago. DCAS meets again in November to continue the discussion with a draft budget of what the Model might look like if done entirely to mirror the SCFF with no adjustments.