

# Moorpark College Academic Senate Council Minutes

Tuesday, September 2<sup>nd</sup>, 2014, 2:30-4:00pm in Admin 138

STANDING MEMBERS						Guests
POSITION	NAME	PRESENT	POSITION	NAME	PRESENT	
ASC Pres	Mary Rees	X	EATM	Gary Wilson	X	Rex Edwards
ASC V.P.	Nenagh Brown	X	Health Education/Kinesiology	Jeff Kreil		
ASC Secretary	Nathan Bowen	X	Health Sciences	Jamee Maxey / Dalila Sankaran		
ASC Treasurer	Mary Mills	X	Library	Mary LaBarge	X	
ACCESS	Melanie Masters	X	Life Sciences	Jazmir Hernandez	X	
Athletics	Howard Davis	X	Mathematics	Phil Abramoff / Rena Petrello	X	
Behavioral Sciences	Dan Vieira	X	Music/Dance	James Song	X	
Business	Reet Sumal	X	Physics/Astronomy/Engineering	Scarlet Relle / Erik Reese	SR / ER	
Chemistry/Earth Sciences	Deanna Franke	X	Social Sciences	Hugo Hernandez	X	
Child Development	Kristi Almeida	X	Student Health Center	Sharon Manakas	X	
Comm Studies/Theater Arts/FTVM	John Loprieno	X	Visual & Applied Arts/Media Arts	Christine Marx	X	
Counseling	Traci Allen	X	World Languages	Raquel Olivera	X	
English/ ESL	Sydney Sims	X	Curriculum Chair (non-voting)	Jerry Mansfield		
			<i>Student Liaison</i>			

## Quick Recap

Topic	Discussion/Comments	Action
Standing Committees / Making Decisions Document	Inclusion of a student rep on the Student Success and Equity Committee.	Approved
President's Report	Updates on various topics presented. We are in a growth mode and are trying to reach our projected growth.	N/A
Sabbatical Leave Procedures document	Updates to reflect changes in wording in the AFT contract.	Approved
Constitution and By-laws	Now is the time to submit changes. White paper document has been provided, highlighting substantial changes. Faculty need to give input while still up for review.	Please distribute these documents to your departments and divisions, soliciting feedback.
Minimum Quals	Because of discrepancies between colleges about interpretation of these, likely we will need to coordinate among disciplines across colleges.	N/A (information for now)

In accordance with the Ralph M. Brown Act and SB 751, minutes of the Moorpark College Academic Senate 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.

## 2:30 pm—Call to Order

**I) Public Comments** (Those wishing to make public comments must be in attendance before 2:30pm)

## II) Approval of Minutes

- a) August 19, 2014
  - i) motion to table minutes until next meeting - approved unanimously

## III) Reports

- a) Committees
  - i) CurCom
    - (1) We will post minutes from curriculum going forward, and we'll make it visible on the website so that there is a mechanism for the Senate to see what's going on in curriculum.
  - ii) Fac/Tech, Prof Dev, Fiscal and EdCAP
- b) Officer Reports

- i) Treasurer,
  - (1) Update budget report presented
  - (2) We will add ASC budgeting as an agenda item for a future meeting so that we can discuss strategy and allocations as a body.
  - (3) Dues are coming up, so remember that you can opt in for auto-deduct.
- ii) Secretary
  - (1) Outlook invites for the meetings are forthcoming
- iii) Vice President
  - (1) With Council's approval we will be approached officially for contributing baskets to help fund the Classified Holiday Luncheon.
- iv) President
  - (1) Sexual assault / consent bill
    - (a) We will be hearing about this in the future as laws are changing.
    - (b) District budget
      - (i) This will be voted on this Tuesday
      - (ii) We currently have a very tight budget with little margin for contingencies
      - (iii) We have healthy reserves, and there is discussion about taking from this to offset contingencies.
        - 1. There may not be as much room in reserves as we think if we are covering everything that is forthcoming (CalSTRS, emergency preparedness, energy efficiency on campus, outreach)
    - (c) AB 86 – Adult Education
      - (i) This is a grant that is designed for applicants to define the needs of adult education within the county.
      - (ii) An email has come out to faculty with a survey to solicit interest in being part of plan formulation.
      - (iii) We have funding to come up with a plan, with a meeting tentatively scheduled for October. We will formulate an application that the state would then review and decide whether we receive the grant
    - (d) College president hire
      - (i) The announcement for the position is out, and will close next month, after which the review of applications will commence.
    - (e) FTES
      - (i) With the late start classes, we will probably meet last year's numbers, but it is not clear whether we will meet our goals for enrollment. Our goal for this semester is 5443.
      - (ii) Ventura is also not hitting its number. Oxnard's numbers are up, but because it is small, its growth isn't necessarily making a substantial contribution to district growth goals.
      - (iii) You'll be hearing more about this from the perspective of enrollment management – which programs need to expand, what types of classes might meet student demand, etc.
    - (f) Student Success and Equity
      - (i) We appreciate faculty going to the RP Group conference.
    - (g) Fall Fling September 19<sup>th</sup> (Friday)
      - (i) It will be here on campus this year.
      - (ii) The second half of the day, faculty will be talking with architects for campus facilities planning.
    - (h) Y'all Come – September 10<sup>th</sup> at 2:30 in the A/B Conference Room in Campus Center

#### IV) Unfinished Business

- a) Academic Senate goals for 2014-15
  - i) Shared governance and being part of the decision-making process for certain things.
    - (1) Comment: we were not consulted on the change for D2L emails.
    - (2) Comment: the change in food policy was both rash and difficult to implement, and was created without faculty input. Response: faculty did have input after the fact in reaching an understanding about the lack of feasibility of the plan.
- b) MC Academic Senate By-laws and Constitution
  - i) Comment: thanks for how clear the white paper is on providing an overview on the changes
  - ii) We should now read the Constitution and By-laws
    - (1) We will add this to the agenda to review this as Council
    - (2) Question: is this worth doing a Y'All Come? Response: Perhaps. Also, Y'All Comes are typically brought forth through Administration.
    - (3) Please distribute the constitution and By-laws to your departments and solicit feedback.
- c) Review and update Making Decision Document
  - i) **Motion to include a voting student rep on the Student Success and Equity Committee – approved unanimously**
  - ii) District HR requested that we have a seat for AFT on the Student Success and Equity Committee
    - (1) We will ask AFT Rep Rachel Messenger to come to the next ASC meeting
  - iii) Suggestion: next year we would like to move Distance Ed to be a standing committee. We are not suggesting this as an amendment to the Document yet, so we can see how the Distance Ed advisory committee functions.
  - iv) “Professional Development” instead of “Faculty Development”
    - (1) Although this is heavily oriented toward faculty, there are several aspects of this committee that benefit students and staff.
  - v) We have a volunteer student on the Professional Development. Could/should they have an official seat on the Professional Development Committee? Agreement to leave document as is and ask student her opinion after a few months.
- d) Sabbatical Leave Procedures document review

- i) New AFT contract language means that we need to make changes in the Sabbatical Leave Committee rubric for application review, simply to stay in alignment with the contract. This does not affect the procedure.
  - (1) **Motion to approve the new document with the applicable changes – approved unanimously with one abstention (N. Brown, who serves as co-chair)**
- ii) Co-chairs in the past years have not had a vote except in the event of a tie when the Faculty Co-Chair could vote to break the tie.
  - (1) There had been a request to move back to co-chairs each having a vote, but after consultation with past administrator co-chairs, both of whom preferred not to vote, the current procedure has not been altered in this document.
  - (2)
- e) MoU with LaVerne
  - i) LaVerne allows one to receive a Bachelors Degree through them. This has created confusion for some about how to get this degree, and how it's being offered.
  - ii) We are still seeking for this to be clarified for the benefit of students.

#### V) New Business

- a) Student Success and Student Equity Plans
  - i) Neither of these plans are available until the next meeting
  - ii) In the future, these plans will likely be one plan.
  - iii) This will represent the efforts of the Student Success Committee
    - (1) Salaried positions are part of this plan: Counselor assistants, Counselor, Data Specialist.
  - iv) Student Equity Plan must be approved and signed by BOT by November
    - (1) This plan traditionally looks at race demographics, defining disadvantaged populations to provide special assistance.
    - (2) The new Student Equity Plan also includes a focus on veterans, foster youth, adult learners, and low income.
  - v) Student Success
    - (1) We have money that hasn't yet been spent on this that must be spent by end of year.
  - vi) As these plans become available, Pres. Rees will send these to the Council for immediate review (as opposed to waiting for the next meeting).
- b) Minimum Qualifications (Quals) and Equivalency Process
  - i) The State Academic Senate determines the minimum quals every two years (this year it will be determined), and local senates determine equivalencies.
  - ii) We had an issue where three colleges were not interpreting the equivalencies the same way.
  - iii) A suggestion has arisen to solve this by having each department determine equivalencies and forward them to each college's ASC, or possibly have faculty from each college meet as disciplines to determine equivalencies together. This implies a lot of work, so stay tuned.
  - iv) Child Development, Psychology, and Counseling are areas that frequently present problematic situations because of areas of specialization.

#### VI) Future Topics for AS Council

- a) Adult Education Plan
  - i) This is forthcoming.
- b) Facilities Master Plan
  - i) This will be addressed at Fall Fling. Please attend so your voice can be heard
- c) Tech Master Plan
- d) Enrollment Management Plan
- e) District Policies

#### VII) Announcements

- a) September 3<sup>rd</sup> (Wednesday) – Transfer Day
- b) September 19<sup>th</sup> (Friday) – Fall Fling
- c) October 21<sup>st</sup> (Tuesday) – EdCAP gap analysis report – study session
- d) (TBD) – CALSTRS