

Moorpark College Academic Senate Meeting Minutes

Tuesday, August 18th, 2015, 2:30-4:00pm in Admin 138

STANDING MEMBERS						Guests
POSITION	NAME	PRESENT	POSITION	NAME	PRESENT	
ASC Pres	Mary Rees	X	EATM	Gary Wilson / Cindy Wilson	X	Beth Megill Rex Edwards Trulie Thompson
ASC V.P.	Nenagh Brown	X	Health Sciences	Dalila Sankaran	X	
ASC Secretary	Nathan Bowen	X	Kinesiology	Remy McCarthy	X	
ASC Treasurer			Library	Mary LaBarge	X	
			Life Sciences	Jazmir Hernandez	X	
ACCESS	Melanie Masters	X	Mathematics	Renee Butler	X	
Athletics/Health/Kinesiology	Howard Davis	X	Music/Dance	James Song	X	
Behavioral Sciences	Dan Vieira / Nadia Monosov	X	Physics/Astronomy/Engineering	Erik Reese / Scarlet Relle	X	
Business	Reet Sumal / Josepha Baca	X	Social Sciences	Hugo Hernandez / Susan Kinkella	X	
Chemistry/Earth Sciences	Deanna Franke	X	Student Health Center	Sharon Manakas	X	
Child Development	Kristi Almeida- Bowin		Visual & Applied Arts/Media Arts	Mike Hoffman	X	
Comm Studies/Theater Arts/FTVM	John Loprieno	X	World Languages	Raquel Olivera	X	
Counseling	Traci Allen / Chuck Brinkman	X	Curriculum Chair (non-voting)	Jerry Mansfield		
English/ ESL	Sydney Sims	X	<i>Student Liaison</i>			

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.

Quick Recap

Topic	Discussion/Comments	Action
Standing Committees, Co-Chairs, Exec Officer	Each division has provided representatives to serve on various standing committees. The changes from previous years were noted, and the council voted. Vacancies will be filled out in the coming weeks. New Co-Chairs and a new treasurer were elected.	Approved
Academic Senate goals for 2015-16	Discussed but did not finalize accomplishments for 2014-15, approved goals for 2015-16	Approved; please review AS 2014-15 Accomplishments
Minimum qualifications for coaching and other disciplines (HR)	Recommended adding language that delineates coaching experience at the high school level and above (which counts toward 'experience') and coaching younger age groups, which would not count.	Approved, language forwarded to HR.
DFC and Sabbatical procedures	Minor changes to clarify who is eligible and how/when processes take place.	Both approved.

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

- a) Year of Wellness – Svetlana is looking for input about how this can take shape.
- b) Meeting for Year of Wellness meeting in Com 130 – Wednesday @3:30

II) Approval of Minutes

- a) **May 5, 2015 – approved with abstentions: Erik Reese, Howard Davis, Mike Hoffman, Gary Wilson, Sydney Sims**

III) Reports

- a) Committees
 - i) CurCom, Fac/Tech, Prof Dev, Fiscal,
 - ii) SLO
 - (1) The committee just met, and 80% of outcomes are linked and entered into TracDat

- iii) SS&E
 - (1) They meet next week.
 - (2) Student Success Plans and Student Equity Plans need to be updated within a short time, so faculty input will be very important under a short timespan,
- iv) EdCAP
 - (1) Howard Davis is the new co-chair
- v) DE
 - (1) See below, item IV), a). Lee Ballestero is the new co-chair.
- b) Officer Reports
 - i) Treasurer
 - (1) Forthcoming
 - ii) Secretary
 - (1) We will have a resources tab on the Academic Senate webpage which will contain info that has traditionally been provided in folders with hard copies: AS constitution and by-laws, summaries of Brown Act and Robert's Rules.
 - iii) Vice President
 - (1) We will need to have a future discussion scheduled for the Spring semester about bricks and how we allocate funds for these.
 - iv) President
 - (1) Lots of change at the District
 - (a) Bernard Luskin is the Interim Chancellor; Chancellor Moore is no longer working at the District.
 - (b) We have a new VP of Business Service (filling Iris Ingram's vacancy) coming September 21st.
 - (c) Concern that some of the issues that came up from last accreditation round (the Board's getting into operations rather than dealing in policy) will remain as issues.
 - (i) There is a lot of turnover at the District across the board. These concerns will likely remain, but regardless we have still been able to move forward as colleges and work on Student Success well.
 - (2) If you need lab space, make it known. Pres. Sanchez has indicated that this is a priority, so please work these requests into your Program Plan.
 - (3) Signage
 - (a) We have money to get signage (prioritized through F/TCAP), and will likely be moving forward with improving this fairly rapidly.
 - (i) Question: where do the decisions for this come from? Answer: Likely through John Sinutko, but opinions can be forwarded to Mary Rees, who will be on a committee discussing this.
 - (4) Water treatment prep/management
 - (a) We have property that is a water catch area for runoff for large El Niño storms. John Sinutko is working on developing water and conservation storage plans.
 - (5) Campus Center
 - (a) Pres. Sanchez is interested in making changes to the Campus Center, but it will be heavily tied to fundraising. The conversations are starting in terms of planning.
 - (6) Program Plans
 - (a) This is the year to put in grand plans for new programs and things that can grow FTES. There is pressure to grow FTES, so if your department has some ideas to expand your program, this is the year.
 - (7) STEM grants
 - (a) We are applying for funds; we'll see.
 - (8) Enrollment
 - (a) We are at the same spot as we were last year. We are stable, but not reaching the targeted elevated numbers. There is funding available to us if we can raise our numbers.
 - (b) Growth strategies
 - (i) We can do advertising, dual enrollment (pathways from high school to college), and non-credit course offerings (Basic Skills, CTE, and ESL courses).
 - (ii) From the faculty perspective, we can offer new programs through the program planning mechanism and generate new course offerings that target demand.
 - (iii) Suggestion: CSUCI has a program with Santa Barbara City College that allows students to get bachelor's degrees while on campus at Santa Barbara. Perhaps we can also work with Channel Islands to do the same.
 - (iv) Suggestion: let's have a non-credit study session. Perhaps we can look at course catalogues from the past to see if they fall under the full-compensation requirements.

IV) Unfinished Business

- a) Ratify new representatives and co-chair
 - i) **Motions approved unanimously:**
 - (1) **Howard Davis as EdCAP Co-Chair**
 - (2) **Lee Ballestero as DE Co-Chair**
 - (3) **ASC representation as outlined on this document**
 - (4) **Standing Committee representation as presently outlined on spreadsheet presented with this meeting (see meeting handouts online).** This approval comes with the understanding that many of these positions are still being filled, based on changes to divisional representation and timing (the start of the year).
- b) Senate treasure election

- i) Jazmir was elected as Treasurer, but has been willing to serve as chair of her department due to Norman Marten's standing in as Interim Dean. This has created a vacancy at the Treasurer position.
- ii) Beth Megill (Dance) and Steve Doyle (Comm Studies) have both put forth their names for election.
- iii) Voting to fill vacancies must be by 2/3 majority of the Senate Council. This is a secret ballot.
 - (1) Beth Megill has been elected to the AS Treasurer position.**
- c) MoU with LaVerne
 - i) They have had several different small course offerings (7-15 students).
 - ii) 44 units for a bachelor's degree.
 - iii) They are a non-profit college. Their costs are a little higher per year than UCs.
 - iv) We had a concern about cohorts, size, cost, whether they have SLOs. An MoU had been signed, and they answered all the questions that we raised as a Senate. If you have additional questions, please get in touch with Mary Rees and she will relay them.
 - v) Their presence fits into Pres. Sanchez's long-term vision to have private entities here on campus to provide many resources for our students to succeed and continue in their education.
- d) Faculty Handbook
 - i) One of the things required for Accreditation is to have a faculty handbook. Mary LaBarge, Nenagh Brown, and Mary Rees all made changes to our previous handbook, and the draft has been forwarded to the deans.
- e) Academic Senate Goals and Accomplishments
 - i) Motion approved unanimously to accept the 2015-16 Academic Senate Goals.**
 - ii) Council will review the 2014-15 Academic Senate accomplishments portion and revise/approve next meeting.
- f) Minimum Quals for coaching and other disciplines
 - i) Coaching
 - (1) Based on the email received by Mary Rees from Michael Arnoldus at District HR and shared with the Council, we recommend adding language that recognizes coaching experience at the high school level and above (which counts toward 'experience') and coaching younger age groups, which would not count.
 - (2) Motion approved unanimously to recommend this change to clarify HR policy as presented.**
 - ii) Biotech
 - (1) We ran into issues over specific degree names for Biotech and whether applicant degrees count.
 - iii) Child Development
 - (1) We would like to have faculty from the three colleges meet to define a list of what types of job titles mean child development.
 - iv) If you think your discipline is an area of concern for minimum qualifications, let Mary Rees know and we can facilitate a meeting between colleges for your discipline to define hiring qualifications more clearly and before any job vacancies are advertised.

V) New Business

- a) DFC award process
 - i) This fall, we start our process and call for nominations for this coming year. This process previously had been conducted during the spring.
 - ii) Eligibility – faculty members who have previously been given the award may not be considered for nomination. A question arose about Senate Executive Officers. The DFC Committee recommended that Officers could not be nominated during their time in office.
 - iii) Motion to approve the wording to exclude officers during their term of office for eligibility – approved unanimously with one abstention (Nenagh Brown).**
- b) Sabbatical process
 - i) Last year Council updated this document so that neither co-chair votes, except in the case of a tie, in which the faculty co-chair votes. This worked well.
 - ii) No other recommendations suggested to make any other changes to the document.
 - iii) Motion to approve the Sabbatical application and review process as currently laid out in Senate's procedures document – approved unanimously with one abstention (Nenagh Brown).**
- c) Student Success Plan
- d) Student Equity Plan
- e) Basic Skills Plan
- f) Accreditation

VI) Future Topics

- a) CalSTRS – Raquel Olivera went to a CalSTRS meeting in Santa Monica about retirement, and she will present a study session soon.
- b) If you have any other topic that you'd like to have a presentation on at Council let us know. ??

VII) Announcements

- a) September 2nd – Transfer Day
- b) September 3rd & 4th – On Course Training for Faculty
- c) September 30th – Classified Appreciation Breakfast
- d) October 16th – Fall Fling