Moorpark College Academic Senate Meeting Minutes

Tuesday, **September 19th, 2017, 2:30 – 4:00pm** in Admin 138

Mission Statement

With a "students first" philosophy, Moorpark College empowers its diverse community of learners to complete their goals for academic transfer, basic skills, and career technical education. Moorpark College integrates instruction and student services, collaborates with industry and educational partners, and promotes a global perspective.

POSITION	NAME	PRESENT	POSITION	NAME	PRESENT	Guests
STANDING MEMBERS / ACADEMIC SENATE REPRESENTATIVES, 2016-17						Guests
ASC Pres	Nenagh Brown	X	Health Sciences	Michelle Dieterich / Dalila Sankaran	DS	Josepha Baca
ASC V.P.	Nathan Bowen	X	Kinesiology/HED	Remy McCarthy	X	Dean Mary Rees
ASC Secretary	Erik Reese	X	Library	Mary LaBarge	X	Marnie Melendez
ASC Treasurer	Renee Butler	X	Life Sciences	Jazmir Hernandez / Carrie Geisbauer		Rex Edwards
ACCESS	Jolie Bernal / Silva Arzunyan	JB	Mathematics	Vahe Khachadoorian / Rena Petrello	VK	Celine Park
Athletics	Vance Manakas	X	Music/Dance	Brandon Elliot / James Song	X	Alejandra Mares
Behavioral Sciences	Dani Vieira / Kari Meyers	DV	Physics/Astronomy/Engineering/CS	Ronald Wallingford / Scarlet Relle	RW	
Business Administration	Reet Sumal / Ruth Bennington	RS / RB	Social Sciences	Hugo Hernandez / Susan Kinkella	HH	
Chemistry/Earth Sciences	Tiffany Pawluk / Deanna Franke	TP	Student Health Center	Sharon Manakas	X	
Child Development	Cindy Sheaks-McGowan	X	Visual & Applied Arts/Media Arts	Mike Hoffman	X	
Comm Studies/Theater Arts/FTVM	John Loprieno	X	World Languages	Raquel Olivera		
Counseling	Traci Allen	X	Curriculum Chair (non-voting)	Jerry Mansfield	X	
English/ ESL	Sydney Sims / Jerry Mansfield	SS / JM	*Student Liaison*	Simran Singh	X	
EATM	Gary Wilson / Cindy Wilson	GW				

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

I) Public Comments
    i)   Congratulations to the recipients of employee of the month awards: Full-Time Faculty—Lee Ballestero, Part-Time Faculty—Brian Burns, Classified—Tracie Bosket, Student Worker—Yevhen (Jay) Voitiuk
    ii)   Vance Manakas—On Sept 29th at 7pm, the first wrestling match in 8 years will be held in the Raiders Sports Pavilion

II) Approval of Minutes
    a)   September 5th, 2017—approved with Hugo Hernandez abstaining

III) Old Business
    a)   Updates to Standing Committee Membership for 2017-18
        i)   Ratified with no abstentions

IV) New Business
    a)   Strong Workforce grant update—presented by Dean Mary Rees
        i)   Background from Nenagh Brown
            (1)   3 full-time faculty via Strong Workforce funded at 99% from the grant
            (2)   Positions picked broadly based on faculty prioritization for CTE disciplines, with final decision by the College President
        ii)   Thank you to all the faculty for all the work going on in the CTE world—transformation going on
        iii)   CTE faculty met ~1 year ago and discussed what programs they were thinking about (see AS handout)
            (1)   Then figured out equipment and person-power required

        (2)   Faculty was the number one request

        (3)   Facility requests were next in line

   iv) $800k in local strong workforce budget

   v)   One year ago, faculty agreed to hire 3 new tenure-track full-time faculty

   vi)   Tenure positions must be funded from general funds eventually

   vii)   Options for the 3 full-time faculty positions funded last year via Strong Workforce

        (1)   Move all 3 to general funds this year

        (2)   Wait until grant runs out and then move all 3 that year (zero moved over this year)

        (3)   Move 1 position over each year to general funds

   viii)   Strong Workforce is basically additional categorical funds (rather than a grant for which we apply)

        (1)   Guaranteed for 3 years and then funding is unclear after but if SS&E are any indication, may very well continue

        (2)   Funds could be used for a very wide range of things, rather unique to these funds

        (3)   Note that Strong Workforce funds are one of the few that can actually be used for facilities

   ix)   Results based funds for Strong Workforce of around 17% based on CTE FTES, number of certificates, degrees, & proficiencies, obtaining jobs within majors, and bump in salary

   x)   A show of hands strongly suggested the will of the senate is to move one Strong Workforce hired faculty member over to general funds this year

        (1)   This frees up about $140k—possible uses for these funds is posted on AS Handout

        (2)   Option to hire another faculty member at 99% Strong Workforce funds or use these funds for other purposes

        (3)   What do you want to prioritize this year? Another faculty hire or use the Strong Workforce funds otherwise?

            (a)   Comment: Might be best to support new faculty already hired rather than hire a new faculty member

            (b)   Comment: What about splitting available funds, half faculty and half equipment, facilities, and otherwise?

            (c)   Comment: Would Admissions & Records allocation funds carry over to general funds when the grant runs out? Answer: No

            (d)   Question: If not hiring, is there enough to do to spend the full $800k. Answer: Yes!

            (e)   Question/Comment: How to move the non-tenure track CTE counselor over to tenure-track? Is there some way to roll over one of these positions for this counselor?

            (f)   Comment: Suggests using the $140k as investment in current programs this year and reconsider possibly hiring faculty for next year's Strong Workforce budget

            (g)   Comment: CTE workgroup members have a good sense of the needs of the programs on campus, based on labor market studies and other research

                (i)   Other faculty members ought to have this information as well

   xi)   Summary of apparent will of the counsel

        (1)   Seems like we ought to roll over 1 faculty member to general funds this year

        (2)   Use the liberated funds primarily for facilities instead of faculty hiring for this year and reconsider next year

b)   Full-time faculty prioritization process

   i)   Question on what a "vital program" is on criterion #1

   ii)   Presentation time—3 minutes + 3 for any number of additional requests within a discipline

        (1)   3 minutes max including presentation and questions

        (2)   With 6 minutes total for disciplines requesting more than one faculty member

   iii)   Last time allowed experts from each discipline come to present but were not allowed to vote: only council members may vote

   iv)   No references should be made to other program requests, either pro or con

   v)   Special considerations—Absentee ballots, alternates, and more

        (1)   Last year one faculty member and one dean were unable to attend faculty prioritization

        (2)   If prioritize on Oct 3, one dean is unable to make it

            (a)   Alternates for deans?

            (b)   Or absentee ballot?

            (c)   Or not at all?

         (3)   For Health Services, possibly have ACCESS as alternate for voting—Silva Arzunyan as alternate for Sharon Manakas

            (a)   Sharon Manakas—would really have liked to vote since she did all the background work ahead of time

   vi)   Processes on which to vote

        (1)   Absences—official alternates that have been ratified by the senate council or approved by the Vice President of Academic Affairs as appropriate may vote in place of a regular member

            (a)   Alternates may be outside the discipline in special cases, for example, Sharon Manakas in Health Services & the deans

            (b)   It is assumed that the alternates will be informed and have done their homework for the prioritization process

        (2)   Emergencies—in cases of last minute emergencies that do not allow for alternates to prepare properly (set time scale next time) absentee ballots will be accepted if they are received in time to be counted with the other ballots

        (3)   Any faculty member may present a faculty request but only academic senate council members may vote

        (4)   All requests are granted 3 minutes to present for a discipline, including questions; 6 minutes total are granted for disciplines requesting more than one faculty member

        (5)   Comparisons with other program requests are not to be made during presentations, neither for nor against

        (6)   Voted to approve with no abstentions

   vii)   Possible dates: Oct 3 and Oct 31

        (1)   Oct 3 preferred from 2:30pm-5:30pm in CCCR for faculty prioritization

viii) Process for pre-prioritization workflow
  (1) Program Plans due Thursday at noon
  (2) First we go through the raw pulling of requests from the program plan: VPAA Julius Sokenu & Nenagh Brown
     (a) VPAA Julius Sokenu & Nenagh Brown will send a "complete" list—must check the list on Friday Sep 22!
  (3) Send it out to Council on Monday Sep 25
  (4) Have a week and a day to review the background and information materials
     (a) Materials—program plan statements, institutional effectiveness 3 year data, number of declared majors, number of certificates and degrees awarded
  (5) Comment: May we go through the faculty requests in a different order than usual?
ix) Final comments from district, etc.
  (1) Any new hires go through the Chancellor's cabinet
  (2) One trustee says that there should not be any new hires in the current budget situation
x) There were 4 last minute retirees, lost 4 faculty members to other institutions, 1 failed search: 9 less salaries to pay
  (1) Over our FON by 20
  (2) Yes, will hire some, but there is no room for slack; must be certain the top faculty choices are the top choices

c) Resolution for compressed calendar—presented by Reet Sumal
  i) To be discussed next time
d) Academic Senate Council membership
  i) To be discussed next time
e) VCCCD Strategic Plan revision
  i) To be discussed next time
f) Study Abroad processes
  i) To be discussed next time

V) Reports

a) Committees—written format
  i) CurCom
  ii) Fac/Tech
     (1) Discussed goals for this year
     (2) Recruited for the 3 workgroups: FRAWG, TRAWG, and PAWG
  iii) ProfDev
  iv) Fiscal
  v) SLO
     (1) Introduced the new SLO Coordinator Mahta Rosenberg, who then gave a full report
     (2) Reviewed committee representation
     (3) Began discussion of goals
     (4) Discussed SLO participation as part of faculty evaluation (SLO results NOT part of faculty evaluation)
  vi) EdCAP
  vii) SS&E
  viii) DE
     (1) Clarified membership
     (2) Reviewed goals
     (3) Established committee workgroups

b) CTE Report
  i) More and Better Conference at Ventura College
     (1) CCCAOE—California Community College Association for Occupational Education
     (2) Involved discussions of the Strong Workforce Program, supporting CTE students, and the launch board data tool
c) Officer Reports
  i) Treasurer
  ii) Secretary
  iii) Vice President
  iv) President

VI) Announcements

a) October 14: ASCCC Area C Meeting (held at MC)
b) November 3: Project ALAS Summit at Moorpark College