

# Academic Senate Executive Council Minutes

Tuesday, 2 September 2008, 2:30 p.m.

**President's Conference Room**

STANDING MEMBERS						Guests
POSITION	NAME	PRES ENT	POSITION	NAME	PRES ENT	Welcome! Please sign in.
ASEC Pres	Margaret Tennant	X	Health Sciences	Delila Sankaran	X	Kathryn Adams  Bob Gregg
ASEC V.P.	Rolland Petrello	X	History/Institutions	Nenagh Brown	X	
ASEC Secretary	Roberta Harma	X	Library	Mary LaBarge	X	
ASEC Treasurer	Rex Edwards	X	Life Sciences	Andrew Kinkella	X	
Athletics	Howard Davis	X	Mathematics	Phil Abramoff	X	
Behavioral Sciences	Kristi Almeida-Bowin	X	Modern Languages	Raquel Olivera		
Business/ CIS	Tim Weaver	X	Music/ Dance	James Song	X	
Chemistry/Earth Sciences	Deanna Franke	X	Physical/Health Educ	Nancy Stewart	X	
Counseling	Chuck Brinkman	X	Physics/ Astronomy	Clint Harper		
Computer Sci/ CNSE	Vish Viswanath	X	Student Health Center	Dena Stevens		
English/ ESL	Judith Ramos		Theater Arts/ Communications	John Loprieno	X	
EATM	Cindy Wilson	X	Media/ Visual Arts	Riley Dwyer	X	
ACCESS	Melanie Masters	X	Associated Students	Lauren Lewow	X	

TODAY'S HANDOUTS and/or PROJECTIONS	Meeting Calendar 08-09 Tuesday 2:30-4 pm PCR		
Agenda	September 2, 2008	September 16, 2008	September 30, 2008
Standing Committee Member 08-09	October 7, 2008	October 21, 2008	
ASC Accomplishments 2007-2008	November 4, 2008	November 18, 2008	December 2, 2008
ASC Goals 2008-2009	January 20, 2009	February 3, 2009	February 17, 2009
	March 3, 2009	March 17, 2009	March 31, 2009
	April 7, 2009	April 21, 2009	
	May 5, 2009		Fac/Staff Brunch 5/ /09

**Meeting Called to Order: 2:30 pm**

**Meeting at a Glance:**

Issue	Discussion	Main Participants	Action Taken (if applicable)
Standing Committee members	New members of standing committees were ratified	ASEC	New members of standing committees were ratified. New Co-chairs were approved: Marie Panec for Curriculum Committee, Phil Abramoff for Facilities CAP.
Welcome to new members	10+1 areas of responsibility for ASC	M Tennant	
Proposed reorganization of Distance Ed	Reorganization is proposed to handle the tremendous growth of Distance Ed.	Lisa Miller Lisa Putnam	A written proposal will be prepared and sent to ASC for the next meeting.

## **Detailed Dialogue:**

### ***I. Public Comments***

- ASB student representative for external affairs, Lauren Lewow, introduced herself.

### ***II. Approval of Minutes***

- none

### ***III. Treasurer's Report***

- Rex Edwards reported:
  - Checking: \$ 1365.54
  - Savings: \$ 677.92
  - The Senate thanks Clint Harper for his generous support through the Physical Sciences Department.

### ***IV. Committee Reports***

- **Curriculum Report (Mary LaBarge)**

Marie Panec is the new co-chair of the Curriculum Committee.

Mary stated it takes about a year to learn the Committee's procedures and "get up to speed".

The large number of courses going through the Committee each month makes it difficult to examine each course thoroughly. The information in each Course Outline is posted publicly and reflects on our College, so it's important to ensure accuracy and clarity.

- **EdCAP Report ( Rolland Petrello)**

The Committee still needs some representatives for each of the eleven standards of accreditation as part of the College's Gap Analysis.

- **Facilities CAP Report (Phil Abramoff)**

Four major projects are underway:

Academic Center is currently under construction and completion is expected by 2010. Other projects are EATM, Health Center and PE Annex. Construction has raised some student safety concerns due to fences blocking walkways from parking lots. Measures are being taken to reroute walkways.

Deanna Franke asked if any of the projects are considering "green" alternatives, since money is available for funding green projects.

Renovation of the T and AA Buildings will be delayed until 2010 due to current budget issues.

The Committee voted to submit Technology Building renovation project before starting work on a new Art Building. Riley Dwyer pointed out that Tech. Renovation would displace Art Dept and it might make more sense to build a new Art Building first.

A question was raised about who will occupy the new Academic Center? Math Dept?

It was suggested that we have some discussion in ASC about this.

Margaret Tennant suggested we get an informational report for the Center.

- **Faculty Development Report (Judith Ramos)**

None

- **Fiscal Report (Margaret Tennant)**

none

- **TechCAP Report**  
No representative.  
It was noted that the 1:00 pm time this committee meets is a time when many faculty are in class.
- **Senate Subcommittees Reports**  
none
- **Associated Students (ASB) Report**  
none
- **District Report (M Tennant)**  
DCAS - no news on the budget yet.  
Questions about the allocation model and productivity were discussed.  
DCHR – Patricia Parham wants to get input from VCCCD Academic Senates on determining basis for granting equivalency. Phil Abramoff and Nenagh Brown recommended ASC be involved in this.

## V. *Unfinished Business*

- **Ratification of standing committee members**  
It was moved, seconded, approved to ratify 2008-2009 standing committee members.  
It was moved, seconded, and vote was unanimous to approve:  
Marie Panec for Co-chair of Curriculum Committee  
Phil Abramoff for Co-chair of Facilities CAP Committee.

## VI. *New Business*

- **Welcome and Introductions**  
ASC President, Margaret Tennant distributed ASC binders to new ASC representatives.  
Committee representatives and guests introduced themselves.
- **Margaret Tennant read 10+1 responsibilities of Academic Senate from *Senate History and Authority* document** and gave examples of Senate actions from last year.  
Phil Abramoff encouraged reps to be aware of the 10+1 and be aware of issues that affect faculty.  
Any concerns with policy can be addressed by ASC.
- **Proposed reorganization of Distance Education Committee – Dean Lisa Miller, Lisa Putnam**  
Growth in Distance Education is skyrocketing, student enrollment has increased by more than 250% in the past 5 years. Distance Ed currently includes online, hybrid, and televideo courses.  
Dean Miller suggested that PACE and weekend classes could be classified as alternative delivery and also be included with Distance Ed. Would this also apply to web-enhanced courses?  
Forty seven disciplines at Moorpark College currently offer online courses.  
Decisions need to be made about how to train faculty, as well as the type and extent of student services that should be available for DE students.  
Parts of Distance Ed belong with Curriculum Committee, some with EdCAP, and some with faculty development. Distance Ed has grown beyond the capacity of a subcommittee.  
Margaret Tennant asked for a written proposal for the next ASC meeting.
- **Faculty evaluation process and Overview of goals and issues for the year ahead** were tabled for the next meeting in order to keep the meeting to time certain.

## ***VII. New Concerns***

- **M Tennant will forward** 2008-2009 Enrollment Management Plan by email to ASC reps.
- **Year of Democracy Event**

John Loprieno informed the ASC that on Wed. Sept. 17, from 11 am-12 pm, Year Of Democracy is holding an event with John Dean that will be using amplified sound outside the PAC at a time when classes will be in session. He requested that ASC approve the use of amplified sound for this event.

Rolland Petrello moved that we allow amplified sound for this event only due to the uniqueness of the event. Discussion: It was advised to give faculty notification. Vote was unanimous to approve.

## ***VIII. Announcements***

- None.

**Meeting Adjourned:** 4:05 pm.      **Next ASEC meeting:** Sept 16, 2008 at 2:30 pm.