

Academic Senate Executive Council Minutes

Tuesday, 21 October 2008, 2:30 p.m.

Campus Center Conference Room B

STANDING MEMBERS						Guests
POSITION	NAME	PRES ENT	POSITION	NAME	PRES ENT	Welcome! Please sign in.
ASEC Pres	Margaret Tennant	X	Health Sciences	Delila Sankaran		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	X	
Business/ CIS	Tim Weaver	X	Music/ Dance	James Song	X	
Chemistry/ Earth Sciences	Deanna Franke	X	Physical/ Health Education	Nancy Stewart	X	
Counseling	Chuck Brinkman	X	Physics/ Astronomy	Clint Harper		
Computer Sci/ CNSE	Vish Viswanath	X	Student Health Center	Dena Stevens	X	
English/ ESL	Judith Ramos	X	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
Minutes from Oct. 7, 2008	October 7, 2008	October 21, 2008	
Program Plans requesting new faculty (on CD)	November 4, 2008	November 18, 2008	December 2, 2008
Criteria for hiring prioritization	January 20, 2009	February 3, 2009	February 17, 2009
Powerpoint slides from J. Sokenu	March 3, 2009	March 17, 2009	March 31, 2009
Draft of VCCCD Academic Affairs Policies	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)
Hiring Prioritization 2008	Program Plans were distributed on CD's. Prioritization criteria was reviewed and updated. ASC decided that late arrivals may not vote, and that ASC President and MC EVP may vote.	ASEC	Discussion of criteria and questions about Programs will be discussed at Nov 4 meeting. ASC voted on who may or may not participate in voting on prioritization. Prioritization Meeting is Nov 18, 2-6 pm.
MC Technology Plan	2 nd reading of revised Plan	ASEC	Approval of Plan was unanimous.
Proposal for Career/Tech ED subcommittee	A proposed Subcommittee of EdCAP	J. Sokenu K. DuBois	M.Tennant will prepare a summary of the proposal for Nov 4 meeting.

Detailed Dialogue:

I. Public Comments

- none

II. Approval of Minutes

- Minutes from Oct 7, 2008- approved

III. Treasurer's Report

- Rex Edwards reported:
 - Checking: \$ 1440.54
 - Savings: \$ 678.05
 - Letter from Academic Senate should be distributed to all faculty in late November.

IV. Committee Reports

- **Curriculum Report (Mary LaBarge)**
Faculty need to attend the Curriculum Committee Tech Review meetings when their Course Outlines are being reviewed or they will be moved to the end of the queue and delayed until a later meeting. Curriculum Committee is requesting that all “Reviewers” who sign the cover page check CORs carefully for typos and grammatical errors. This would allow the Committee to focus more on content and hasten the curriculum review process.
- **EdCAP Report (Rolland Petrello)**
none
- **Facilities CAP Report (Phil Abramoff)**
None
- **Faculty Development Report (no rep)**
Meetings are held on the third Wed at 2:30 – Nenagh Brown can attend some but not all of the meetings.
- **Fiscal Report (Margaret Tennant)**
none.
- **TechCAP Report (John Loprieno)**
none
- **Senate Subcommittees Reports**
none
- **Associated Students (ASB) Report (Lauren LeWow)**
Students are encouraging faculty to attend Club Day on Oct 28 and meet/interact with students outside of class.
Margaret Tennant asked Lauren to prepare a summary of their presentation on “obstacles to student learning” from the Fall Fling meeting last Friday, so it can be shared with faculty.
- **District Report (M Tennant)**
none.

V. Unfinished Business

- **Moorpark College Technology Plan – Second reading**

Motion was made to approve, seconded, vote was unanimous to approve The MC Technology Plan (dated 09/08/08).

- **Faculty Hiring Prioritization**

Program Plans requesting new faculty were distributed to the committee on CDs.

Graphic Arts, Psychology, and History did not hire from their pools of candidates last year.

HIM is hiring for spring 2009.

Margaret Tennant will email a data sheet for note-taking to committee members.

Nenagh Brown asked if advertising for positions could begin in January rather than March so candidate pools would be larger.

The Committee presented a variety of Advertising suggestions: use organization listserves, mail announcements to local colleges and universities.

Motion was made that late arrivals to the prioritization meeting not be allowed to vote. Motion was seconded, vote was unanimous.

Motion was made that only ASC reps and Deans may vote, substitutions will not be allowed. Motion was seconded, vote was unanimous.

Motion was made that both the ASC President and Moorpark College EVP should be allowed to vote at the prioritization meeting. Motion was seconded, vote was 18 for, one against, no abstentions.

Nov 4 ASC meeting- the committee may ask questions about the Program Plans and discuss the prioritization criteria. Lisa Putnam will define/discuss the data presented in the Program Plans.

Tuesday, Nov 18- from 2-6 pm – prioritization meeting.

- **District equivalency criteria – review and discussion** –postponed until Nov. 4 meeting.

- **VCCCD Academic Affairs Procedures – 1st reading**

Second reading at next meeting.

- **Senate Council Handbook – final review**

No changes/revisions were proposed.

VI. New Business

- **Update on Career and Technical Education Dean Julius Sokenu and Karen DuBois**

Dean Sokenu and Ms. DuBois presented a proposal for a Career and Tech Ed Subcommittee under EdCAP. The Subcommittee would be called Moorpark College's Marketplace Collaborative or (MC)² and would take advantage of several state funding streams to partner Moorpark College with local business groups and community organizations to better prepare students for the workplace.

- **Amplified sound** – A subcommittee is working on a draft of Academic Senate policy.

VII. New Concerns

- A motion was made that M. Tennant write a letter to Dave Fermin in the IT Department to express the Senate's concern about the lack of cross referencing in the schedule of classes for courses and/or programs that have undergone a name change, for example, Speech to Communications, or Television courses changed to RTV, Film Studies changed from Humanities to Film Studies. Lack of cross referencing or direction to a URL for more information has caused significant loss of student enrollment in these courses.

Example of Fitness Lab: There is a need to communicate to students the location of the first class meeting and orientation materials or directing students to a website for current course information. Motion was seconded, vote was unanimous.

VIII. Announcements

- Fall Plenary session is approaching: Nov 6-8.
Tennant encouraged committee members to attend with her, especially since this will be her last year
- Sabbatical applications . Examples of successful application should be in the Pres office.

Meeting Adjourned: 4:00 pm. **Next ASEC meeting:** Nov. 4, 2008 at 2:30 pm.