Academic Senate Council Minutes

Tuesday, November 5, 2009. 12:30-4:00 p.m. in **HS-111A**

STANDING MEMBERS						Guests
POSITION	NAME	PRESENT	POSITION	NAME	PRESENT	Welcome! Please sign in.
ASC Pres	Jeff Baker	X	Film, Interior Design, Art	Riley Dwyer	X	
ASC V.P.	Rex Edwards	X	Health Sciences	Dalila Sankaran	X	
ASC Secretary	Lisa Putnam	X	History/Institutions	Susan Kinkella	X	
ASC Treasurer	Rex Edwards	X	Library	Mary LaBarge	X	
ACCESS	Melanie Masters	X	Life Sciences	Andrew Kinkella	X	
Athletics	Howard Davis	X	Mathematics	Phil Abramoff	X	
Behavioral Sciences	Linda McDill	X	Modern Languages	Raquel Olivera; Proxy: Susan DeSantis	X	
Business	Stephanie Branca	X	Multi Media, Journalism, Photo	Svetlana Kasalovic	X	
Chemistry/ Earth Sciences	Omar Torres	X	Music/ Dance	James Song	X	
Counseling	Chuck Brinkman: Proxy: Corey Wendt	X	Physical/ Health Education	Nancy Stewart	X	
Computer Info Systems	Mary Mills	X	Physics/ Astronomy	Clint Harper		
Computer Sci/ CNSE	Vish Viswanath	X	Student Health Center	Dena Stevens	X	
English/ ESL	Beth Gillis-Smith Alt. Kathryn Adams	KA	Theater Arts/ Communications	John Loprieno	X	
EATM	Cindy Wilson	X	*Student Liaison*			
Ed Knutson	EVP	X	Lori Bennett	Dean, Applied Sci	X	
Dan Brown	Dean, Soc Sci	X	Patricia Ewins	Dean, Perf Arts	X	
Kim Hoffmans	Dean, Natl Sci	X	Lisa Miller	Dean, Math	X	
Inajane Nicklas	Dean, Language, Library and Learning Resources	X	Julius Sokenu	Media, Visual Arts	X	

12:30 pm—Call to Order

I. Welcome

Pam welcomed the committee and gave overview of why we are proceeding with this process. This is one venue where we come together and have the discussion of where our program needs are at.

II. Review Agenda and Materials

- Dr. Eddinger's Letter
    - (1) Mandated positions: Personnel are needed in areas that require a % of faculty by accreditation requirements. Nursing is one of these programs. We need to decide if we should set aside this position and not rank it amongst the other positions.
    - (2) Suspend for now the practice of rolling over positions from year to year. It had been common practice to allow pools of candidates to be valid for one year. The economic position and marketplace needs have likely changed over this past year. Also, we had agreed in our Master Plan to make decisions being cognizant of the economic reality.
- Hiring Prioritization Rules, Assumptions handout (see attached)
- Prioritization Criteria handout.
    - Discussion of program planning data report and faculty obligation (75/25)
    - This year the faculty obligation (FTO) rule had been suspended last year due to budget. We do not know if it will be suspended this year. We currently exceed by 12 (part time?)

III. **Rollover of positions**
(Excerpt from Faculty Priorities Assumptions)
List of faculty priorities do not carry over from one year to the next. This process will generate a new list each year in the fall in preparation for early advertisement in the spring. Exceptions are made for a one-year extension in the following:

- *when positions cannot be filled for reasons other than a change in program needs (e.g. lack of adequate candidate pool)*
- *when positions opened contingent on funding have completed the screening process and finalists have been named by the president.*

Should we accept these position pools to continue in the process without being re-prioritized with the new position requests?
Motion: Continue the practice within the assumptions.
Vote – Yes: Unanimous; assumptions stay as they are!

- Nutrition: This position has been removed
- History: This position has been removed
- Graphics/Multimedia: Requests to be rolled-over. Needs have not changed. This position has been approved to continue forward with current pool.
Motion: Roll-over the pool for Graphics/Multimedia;
Vote – Yes: Majority; No: 3

IV. **Nursing Position**
Do we want to accept this position without prioritization? We know that we are required to replace at least one position; it is mandated by their accrediting body.
Motion: Accept the Nursing position request without prioritization
Vote – Yes: Unanimous, No: 0

V. **Proxy Votes**
Due to scheduling difficulties, proxy votes are allowed.

VI. **Review of Ed Master Plan Objectives** (handout)

VII. **Review of each faculty staffing request from program plans** (5 min max)
Positions removed:

- History (08/09)
- Nutritional Science (08/09)
- Athletics/PE/HED
- Biology (2nd position)
- Career/Transfer Center (2nd position)
- Communications
- Counseling (General)
- Counseling (Basic Skills)
- Counseling (PACE)

- Drafting Technology
- Economics
- English (Distance Ed experience)
- EOP&S
- Journalism
- Music (Keyboard Specialist)
- PACE (Counselor 50%)
- Radio/Television

VIII. Ranking Positions (Results Attached)

ASEC AD HOC COMMITTEE…Suggested Criteria for Hiring Prioritization.

Recommended considerations for reading Program Plans, for ASEC members, for the purpose
of prioritizing requests for faculty hires.   The criteria are listed in suggested order of importance.
All criteria should be considered within the context of the Moorpark College Mission Statement, where
applicable.

1) Position is required by state law or mandate.

2) Vital program will cease to exist if position not filled.

3) Need to fill position based on specific program need, such as specialization, area of
    expertise, or maintenance of program quality or safety concerns.

4) Position is FTE generating (considering % 525, aggregate WSCH, and other factors
    which indicate size and efficiency of program in generating FTE's).

5) Full-time to Part-time (FT/PT) ratio (as indicated by % contract).

6) Projected increase in program demand, based on current program growth, increasing need
    in the community and workforce, and/or greater opportunities for transfer of courses to
    other colleges.

7) Programs or positions, whether teaching or non-teaching faculty, which support other
    programs or positions.

8) Appropriate facilities, support staff, and other material resources are available to support the position.

9) Considerations based on recent retirements or other vacating of positions as well as
    recent replacements for such positions, *if* such retirement or vacancy would affect #1 or #2 above.

10)   Any other considerations implicit in the program plans related to college mission, college-wide   needs,
and strategic directions.

Submitted 11/2/2005…Jennifer Parker, Star Hunter, Phil Abramoff.
Revised 10/21/2008…ASEC meeting

Moorpark College
Faculty Prioritization Assumptions
Approved October 16, 2001 and Recreated October 19, 2006

I.   The prioritization result serves as a recommendation to the President.   If the President chooses to deviate from the order of the prioritization list, it is agreed that the President will discuss the decision with both the Academic Senate Executive Council and the Deans' Council.

II.   When a vacancy occurs due to retirement or resignation, there is no automatic replacement of that position in the same department. In the event of an unanticipated retirement or resignation, the President will make the decision whether to replace that full-time position immediately, or whether to use those funds to open the next position on the priority list.

III. List of faculty priorities do not carry over from one year to the next. This process will generate a new list each year in the all in preparation for early advertisement in the spring.   Exceptions are made for a one-year extension in the following:

- when positions cannot be filled for reasons other than a change in program needs (e.g. lack of adequate candidate pool)
- when positions opened contingent on funding have completed the screening process and finalists have been named by the president.

IV.   In order to provide a balance between classroom and non-classroom faculty, within the priorities a ratio of at least 1 non-classroom faculty position to every 10 classroom faculty (hired) will be honored in non-classroom faculty positions that have been proposed.

Ground Rules for Discussion

- We represent the interest of the college community as a whole.   It is our expectation that decisions will be made based primarily on campus-wide needs and opportunities
- Everyone has reviewed all relevant materials, thus no presentation or reading of program plans will be done by the co-chairs of the Prioritization Meeting
- We spend three to five minutes for each program plan discussion
- All voting will be done by written ballots
    o No names on ballot
    o Contact number on back of ballot
    o Rankings: 12 High, 12 Medium, 13 Low (adjusted to fit the number of positions)

2009 Faculty Hiring Prioritization Recommendation to be sent to Dr. Eddinger

Rank	Program	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	TOTAL
1	Librarian	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	**116**
2	English (Basic Skills)	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	2	2	4	4	0	2	2	4	4	4	4	**104**
3	History	4	4	4	4	2	4	4	2	4	4	4	4	4	2	2	2	4	4	4	4	2	4	4	4	4	4	4	2	4	**102**
4	Counseling (Health Sci)	4	4	4	2	4	4	4	4	4	2	4	4	4	4	4	4	0	4	2	4	4	4	4	2	2	4	2	4	4	**100**
5	Theatre Arts	4	2	4	4	4	2	0	2	4	4	4	2	4	4	0	4	4	4	4	4	2	2	4	4	4	2	4	4	4	**94**
6	Child Development	4	2	4	4	4	0	4	4	4	4	2	4	4	2	0	4	2	2	4	4	4	2	4	4	4	4	4	2	2	**92**
7	Biology	2	4	2	4	2	4	2	4	2	4	4	4	4	2	4	2	4	4	2	4	2	4	2	2	2	4	4	2	4	**90**
7	Math	2	4	2	0	2	4	4	2	4	4	4	2	2	4	4	2	2	4	4	2	4	4	4	4	4	4	0	4	4	**90**
9	Chemistry	4	4	4	0	4	4	4	4	2	2	2	4	2	4	4	2	4	2	4	4	2	4	2	0	2	2	4	4	2	**86**
10	Photography	2	0	2	2	4	2	0	2	2	2	2	2	2	4	0	4	2	0	2	2	4	2	0	2	4	2	2	2	4	**60**
11	Counseling (Dist Ed)	0	2	2	2	2	0	2	4	2	0	2	0	0	2	4	2	2	2	2	2	4	0	4	2	4	2	0	0	2	**52**
12	Librarian (Tech)	2	2	2	4	2	2	2	0	2	2	2	2	2	2	2	4	2	2	2	0	2	0	0	0	2	2	0	0	2	**48**
13	Psychology	2	2	0	2	0	0	2	2	0	2	2	0	0	2	2	2	2	2	2	0	0	2	0	4	2	2	4	2	2	**44**
14	Anthropology	0	2	0	2	0	0	2	0	0	2	0	2	2	0	2	2	0	2	0	0	0	2	2	2	0	0	2	2	0	**28**
14	Math	0	2	2	0	0	2	2	2	2	0	2	0	0	0	2	0	0	2	0	2	2	2	2	0	0	2	0	0	0	**28**
16	Philosophy	0	0	0	2	0	2	2	0	2	2	0	2	2	0	2	0	2	0	0	0	0	0	0	0	0	0	2	2	2	**24**
17	Political Science	2	0	0	2	0	2	0	2	0	0	0	0	0	0	2	2	0	0	0	0	0	0	0	0	4	2	0	0	0	**18**
18	Sociology	2	0	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0	4	0	2	0	0	0	2	2	0	0	2	0	**16**
19	Education	0	0	0	0	2	0	0	0	0	0	0	0	2	2	0	0	0	0	0	0	2	0	0	0	0	0	2	0	0	**10**
20	Career/Transfer Counselor	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	0	0	2	0	0	2	0	0	**8**
20	Math	0	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	0	2	2	0	0	0	0	0	**8**
	Total	42	42	42	42	42	42	42	42	42	42	42	42	42	42	42	42	42	42	42	42	42	42	42	42	42	42	42	42	42	**1218**