

# Academic Senate Council Minutes

Tuesday, November 17, 2:30-4:00 p.m. in the CCCR

STANDING MEMBERS						Guests
POSITION	NAME	PRESENT	POSITION	NAME	PRESENT	Welcome! Please sign in. Nenagh Brown Susan DeSantis
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		
ASC Treasurer	Rex Edwards	X	Library	Mary LaBarge	X	
ACCESS	Melanie Masters	X	Life Sciences	Andrew Kinkella		
Athletics	Howard Davis		Mathematics	Phil Abramoff	X	
Behavioral Sciences	Linda McDill	X	Modern Languages	Raquel Olivera		
Business	Stephanie Branca	X	Multi Media, Journalism, Photo	Svetlana Kasalovic	X	
Chemistry/ Earth Sciences	Omar Torres		Music/ Dance	James Song		
Counseling	Chuck Brinkman	X	Physical/ Health Education	Nancy Stewart	X	
Computer Info Systems	Mary Mills	X	Physics/ Astronomy	Clint Harper	X	
Computer Sci/ CNSE	Vish Viswanath	X	Student Health Center	Dena Stevens		
English/ ESL	Beth Gillis-Smith Alt. Kathryn Adams	X	Theater Arts/ Communications	John Loprieno	X	
EATM	Cindy Wilson		<i>Student Liaison</i>			

## Quick Recap:

Action Item Topic	Discussion/Comments	Action
None.	New Action Items will appear on next meeting's agenda	

**I. Public Comments (Those wishing to make public comments should be in attendance by 2:30 p.m.)**

Report on ASC Spring Reassign Time (Jeff B)

As a result of our letter and the meetings with the chancellor, our re-assign time has been reinstated for the Spring 2010 semester. This will be reevaluated in spring or summer in regards to 2010-11. If you are a recipient of reassign time, we need to start thinking about taking overloads. Some are taking reassign time and then taking 2 overload classes; please be mindful.

**II. Approval of Minutes: Minutes of November 3, 2009  
(Prioritization Meeting minutes will be voted on next meeting)**

Moved to Approve: Chuck

Seconded: Mary

Vote: Unanimous

**III. Reports**

**Treasurer (Rex Edwards)**

- Checking : \$ 2,033.59
- Savings: \$ 1,197.01

**Committee Reports**

**a. PACE Report**

Lisa Miller distributed a one-page summary of the PACE program activities (see attached). It has entered its third year last year. We had been working on recruitment up until last year. Last year the focus was more on student retention in the program. Lyn is the counselor that works with PACE students. The advisory committee set goals with outreach (most have been met). Lyn meets with students for an orientation, and then those who cannot attend are met with individually. May 2008 had 18 students, May 2009 only 8. The second cohort was lost with the turnover of deans. PACE students are now coded in Banner. This allows for better data and tracking. Four new goals have been identified by advisory group for this new year. They will continue to focus on retention, and then added focusing on student communication. They are exploring new majors in Radio Television and Journalism (Child Development has been phased out). The committee has not discussed a 100% online track as of this time. The student population is the returning student and online education is new to them, so they are introduced to it slowly. PACE fits our core mission because it opens access to the returning adult student, meeting one of the goals in our current Educational Master Plan. These courses are opened to all students. Priority registration is not given to PACE students as it is heavily regulated. But there has not been any reported difficulty in registering for their courses. Job placement strategies, The Business PACE students are being connected with the Business Student Association. Is there a system in place to track job-placement: not in place yet. We do hear stories from students; one student reported that they received a pay increase with the completion of their degree. Some are having their degrees paid for by their employers.

**b. Curriculum (MLaBarge).**

Last Friday there was the big CurricuNet meeting that spent time verifying and syncing McShare vs. CurricuNet. There were over 80 hard working people. We are working out a lot of bugs, but we are working with it. In January, we will only be using CurricuNet.

Two meetings ago, Ed suggested a 5-year cycle for reviewing course outlines in sets, rather than individually. He developed a strategy and Curriculum is reviewing. This will eliminate some of those old course outlines. If we have a process in place, we will be able to show the site visit team that we are working to correct this issue.

**c. EdCAP (JLoprieno) \*Report given the first meeting of the month**

**d. Facilities CAP (PAbramoff) None**

**e. Faculty Development (MMills) None**

**f. Fiscal (JBaker) \*Report given the second meeting of the month**

**g. TechCAP (KAdams)**

Katherine passed out a handout that defines each category in IELM (also on McShare, under TechCAP). There was a budget report for technology which was similar to the one Iris reported to ASC. There are some IELM funds and restricted lottery. There will be no further money coming for IELM in the foreseeable future. There is some money set aside for the refresh program. The wireless project is nearly completed. The projector refresh project is wrapping up. There are now new PCs in Student AS offices. There is a sub-committee that will be reviewing technology requests; if you haven't submitted your

technology request forms, please be sure to complete these. (These forms are being given to departments that requested new technology purchases in their program plan.) Lisa Miller, Faten Habib, Steve Callis are on the TRAC sub-committee.

h. Senate Subcommittees & Liaisons

- Associated Students: None
- District Reports-DCHR, DCSL, DTRW, Consultation Council
  - DCHR: NA
  - DCSL: NA
  - DTRW: NA
  - Consultation Council: NA
  - DCAS: NA

**IV. Unfinished Business**

None

**V. New Business**

a. Reconsideration of Courtesy Sub Issue

The Math and Health Science departments would like the courtesy sub issue be reconsidered. We have been asked to not have courtesy subs; bookkeeping of the hours could get out-of-hand, and some may not return the favors, etc. Could ASC form a possible concrete proposal to present to the administration? Jeff reported that we could discuss this, however, it was pretty clear that the administration was pretty much very clear that they would not entertain a bookkeeping process as it would add to the division staff's work. Some departments feel that they truly can develop an efficient, accurate process. Mary Mills reminded us that our sick-leave hours are a liability that must be carried within the budget. This is growing. Jeff would like to create an ad-hoc: Clint, Phil, and Dalila volunteered. They will report back at our next meeting. The document will go into new business, and we will vote on it at our first meeting in January.

b. DCAS "Productivity" numbers for next year

Review of productivity handout. How do people feel about teaching at these levels? Jeff requests that the group take these numbers to the faculty in their disciplines... look at the district goals, and where we are hitting in Fall 2009. We are going to be asked what "should be" the aggregate campus-level productivity goal for Moorpark and for each discipline. We need to look at each discipline and provide evidence as to how and why we come to the numbers we come to. The numbers need to be sustainable. Funding will be based on productivity – after a certain point, the more productive you are, you get punished. The # of FT faculty and FTES – if you are earning more FTES with fewer FT, it works against us in funding decisions in the allocation model.

If the large class stipends are cut, which is a possibility, in negotiations, this could change how faculty feel about large class sizes. But there are faculty who are absorbing more students without reaching 61 (to earn the stipend). And with the opening of the Academic Center, enrollment numbers will change again as a lot of those rooms will be larger. We are not being paid for growth, but we are trying to meet the students' needs; however, we are doing so at the cost of our faculty members. How long can we sustain this productivity? Where are the areas where faculty ARE concerned about these numbers? Concrete evidence is necessary. Jeff will send an all-users email to faculty requesting feedback to be sent to Jeff. The group suggests that Jeff pose the question in a very specific way – based on sound pedagogy, can you continue at this rate? We can then use these responses to create a survey, allowing faculty to rate on a scale, at a later point in the semester.

Note: Success and retention rate reports will be available to ASC shortly.

c. Reconsidering the Chancellor's Request regarding reassign time for next year

The chancellor has decided not to take away our reassign time in spring. But Jeff would like us to consider collapsing two of our positions into one for 2010-11, allowing us to give back .2000 FTEF as a pre-emptive measure to future cuts. It is possible to collapse the VP and Treasurer position. But there might be other ideas. Jeff believes that this will be a long-term change. Rex reported that his opinion is that Treasurer and Secretary should have release, and give up the release for VP. Phil cautions that this is basically eliminating the VP position. He would like to consider keeping the position, but only assign re-assign time to three of them. Riley reminded us that the VP position was discussed last year as the training-for-president position. Nenagh asked if our decision would have implications on what VC or OC does. Jeff believes that there is less concern on this issue at VC. The current president feels that 1.6 would be ok with their senate. Phil asked if the VP position changes based on the personality of the person holding the position, in the sense that the person could shadow the president more frequently in the various meetings, spending more time learning the position. Jeff would like the group to think about this topic, keeping it on our radar. He would like to have a decision made and ready to give to the chancellor when he comes calling for it. Kathryn asked about the rotation of release time; we no longer have to rotate it for spring, but we could go back to that in 2010-11. Nenagh asked that we consider the roles of the positions as part of this discussion. Jeff

will add the descriptions to our minutes for reference. What are the reductions being taken at the district?

- d. Approving incoming curriculum chair (see attached recommendation)

Will be an action item at next meeting.

## **VI. New Concerns**

- a. Fall Fling Feedback (Phil and Jeff B):

All the goals have been posted in the strategic plan, which is about to go live on the portal.

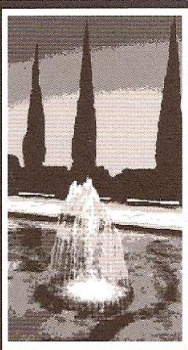
- b. Fall plenary report (Jeff B):

Issues that will come up in spring at state level:

- CTE minimum qualifications (career tech); our curriculum committee would like to maintain current
- Suspend 50% law; State Academic Senate appears to want to rewrite this law. This may open the door for the California League to get this law suspended. (Law: At least 51% of revenue spent on instruction)
- Single-course equivalencies
- The ability to determine class caps at the campus level

## **VII. Announcements**

**Next ASC meeting: *December 1, 2009—CCCR-A***



TO: Dr. Jeff Baker, Moorpark College Academic Senate President  
FROM: The Curriculum Co-Chair Selection Committee  
Jeff Baker, Lori, Bennett, Amy Corin, Candice Larson, Jerry Mansfield,  
DATE: October 27, 2009  
RE: Recommendation of New Curriculum Committee Faculty Co-Chair

After careful consideration, The Curriculum Co-Chair Selection Committee is delighted to formally request that the Academic Senate approve Professor Mary Rees as the next Curriculum Committee Faculty Co-Chair. The selection committee recommends that Professor Rees be approved for the up-coming two-year term to begin in fall 2010.

Thank you,

Dr. Amy R. Corin

Curriculum Committee Co-chair Selection Committee

7075 Campus Road

Moorpark, CA 93021

(805) 378-1400

Fax: (805) 378-1499

[www.moorparkcollege.net](http://www.moorparkcollege.net)