

Academic Senate Council Minutes

Tuesday, December 7, 2:30-4:00 p.m. in **Admin 138**

STANDING MEMBERS						Guests
POSITION	NAME	PRESENT	POSITION	NAME	PRESENT	Welcome! Please sign in. Corey Wendt Mary Rees
ASC Pres	Riley Dwyer	X	Visual & Applied Arts	Cynthia Minet		
ASC V.P.	Rex Edwards	X	Health Sciences	Dalila Sankaran		
ASC Secretary	Lisa Putnam	X	History/Institutions	Patty Colman	X	
ASC Treasurer	Nenagh Brown	X	Library	Mary LaBarge	X	
ACCESS	Melanie Masters	X	Life Sciences	Andrew Kinkella	X	
Athletics	Howard Davis	X	Mathematics	Phil Abramoff	X	Appendices: <ul style="list-style-type: none"> • 2010-11 AS Goals • Section D of Constitution: Election
Behavioral Sciences	Linda McDill	X	Modern Languages	Raquel Olivera		
Business	Stephanie Branca Alt: Reet Sumal	RS	Digital Media Arts	Svetlana Kasalovic		
Chemistry/ Earth Sciences	Deanna Franke	X	Music/ Dance	James Song		
Counseling	Chuck Brinkman	X	Health Education/Kinesiology	Jeff Kreil	X	
Computer Info Systems	Mary Mills	X	Physics/ Astronomy	Clint Harper	X	
Computer Sci/ CNSE	Vish Viswanath	X	Student Health Center	Sharon Manakas	X	
English/ ESL	Kathryn Adams	X	Theater Arts/ Communications	John Loprieno		
EATM	Cindy Wilson	X	<i>Student Liaison</i>	Ebony Taylor Jeremy		

Quick Recap:

Topic	Discussion/Comments	Action
Goals 2010-11	None	Approved
Distinguished Faculty Chair Award	Discussed process. Nomination form amended.	Approved

2:30 pm—Call to Order

I. Public Comments

Kathryn Adams reminded the group of the email that was sent out today to review the College Vision and Values. Please take a look at the draft and send feedback. Will be on the next meeting's agenda.

II. Approval of Minutes:

11/30 Approved as amended.

III. Officers' Reports

a. Treasurer (Current Balance: \$5,478.72)

We have additional contributors for the annual Senate dues.
Brick list is finalized and the purchase will be made shortly.

b. Secretary: No report.

c. Vice President:

Sabbatical committee will convene at the district office this week. The Senate VP serves as the MC representative, along with the EVP (or his designee).

d. President :

General Report:

DCHR: Reviewed AP on Whistle-blowing. MC Academic Senate reviewed this last year.

Minor change to the list of positions from the faculty prioritization. Initially all were advertised as fully

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funded, but now the KIN/Coach position is being advertised as “pending funding”. The Engineering/Physics position is now being advertised as Engineering. The Business position is looking for an instructor to teach Accounting and therefore being advertised as such.

DCSL: No report

DTRW: No report

Consultation Council: the BOT will appoint one of five individuals to be interviewed during the Board meeting.

IV. Committee Reports

a. EdCAP¹:

Program Plan template will be available in early January and preliminary program plans will be due in March 15, 2011. There was one slight addition to the template – there is a place to record your COR updates. The Curriculum Update schedule (available online) designates a month/year for each program to update all of their CORs. Remember that there is CurricUNET training available if you are in need. Please be sure to have your COR submitted one month prior to its being due; there are many approvals and steps that the COR must go through before final approval (you can always submit your changes early).

Planning documents are now on the MC Web site: College Planning links can be found on the Academic Senate Web site and the President’s Web site.

b. Facilities CAP¹:

c. Faculty Development¹:

d. Senate Subcommittees & Liaisons (Associated Students):

e. Fiscal²:

f. Curriculum²: See EdCAP above.

g. TechCAP²:

V. Unfinished Business

a. Goals for 2010-11: See attached list (Appendix B) Approved.

¹ These reports will be given the first meeting of the month

² These reports will be given the second meeting of the month

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- b. Distinguished Faculty Chair Award (Handout: Recommended draft of application.)

Discussion on the proposal to include “all Moorpark College faculty” to be possible Distinguished Faculty nominees. Concern raised in regards to nominating someone who is up for a full-time position, or for tenure.

- New Eligibility: “Current Moorpark College faculty members (classroom and non-classroom) who have served a minimum of ten years as full-time faculty at Moorpark College.”
- New Title: Distinguished Faculty Chair Award
- “Member of DFC committee may nominate but must reclude themselves from all proceedings.
- All work will be done through the Vice President of the ASC.
- If a majority of the votes are for “pass,” then no DFC will be awarded that year.

Motion to approve the process and nomination form as amended. Approved.

VI. New Business

- a. Ad Hoc on Scholarship Applications
Please talk to Nenagh if you are interested in working on the Scholarships. Meeting will take place in January. Kathryn Adams, Phil Abramoff and Nenagh will talk to Stephanie Branca.
- b. Elections

VII. New Concerns

- a. CLEP/IB (see www.collegeboard.com/clep for more information).
Presentation on CLEP/IB. Recommendations from MC Counseling department (see Appendix C) will be brought to the next meeting as New Business.

VIII. Announcements:

- a. None.

Appendix A: 2010-11 Proposed Goals for MC Academic Senate

1. Maintain and preserve faculty participation in all committees and sub-committees (and ad hoc committees) of the Academic Senate including Facilities, EdCAP, TechCAP, Fiscal, Faculty Development and Curriculum
2. Strengthen the connection and communications between the Academic Senate and the standing committees
3. Complete the reporting process relative to the Senate's review of Board Policies and Administrative Procedures and the final adoption of the policy or procedure
4. Increase the transparency of the Academic Senate processes and campus involvement
5. Improve communication links between Academic Senate and Department Chairs
6. Increase the campus knowledge and visibility of the Academic Senate
7. Enhance faculty involvement in the participatory governance process

Appendix B: Excerpt from Academic Senate Constitution (Election)

Section D: Nominations and Elections. Elections for the offices of President, Vice-President, Secretary and Treasurer shall be run by an Elections Committee. This committee shall be comprised of five members reporting to the Academic Senate Council. Its duties shall include receiving nominations, collating and distributing the position statements of all candidates running the election, declaring the results, and adjudicating any disputes that may arise. All decisions of the Committee shall be final subject to approval by the Academic Senate.

Volunteers for the Elections Committee shall be called for and its membership confirmed during the first meeting of the Academic Senate in March during Academic Senate election years. Any voting member of the ASC may volunteer, unless running for election, and if necessary the ASC shall determine by vote the committee's final membership. Upon first meeting, the Committee shall appoint a chair and vice-chair. The ASC Faculty Statement of Ethics shall provide the guiding principles for the decisions and actions of the Elections Committee.

All nominations for the executive officers shall be submitted to the Elections Committee no later than the first meeting in April, when it will announce the list of candidates to the ASC.

The Committee shall ensure that elections are held before the first meeting in May. Voting shall be by secret ballot. A simple majority of those Academic Senate members voting shall be sufficient for election. If no candidate receives a majority on the first ballot, a run-off election shall be held between the two candidates receiving the most votes on the first ballot. Any disputes before or during the election shall be resolved by the Elections Committee.

The Elections Committee shall announce the results of the election at the first meeting in May, upon acceptance of which by the ASC, the Committee shall disband.

Representatives from the college departments shall be elected as specified in the By-Laws.

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Appendix C: CLEP/IB Presentation via PowerPoint

In conclusion, CLEP and IB Recommendations from MC Counseling department

- ▶ It is recommended that Moorpark College immediately adopt the proposed CCC GE CLEP List from the Academic Senate for the CCC
- ▶ It is recommended that Moorpark College immediately adopt the proposed CCC GE IB Examination list from the Academic Senate for the CCC.
- ▶ It is further recommended that Moorpark College accept unit credit according to the CSU Coded Memorandum AA-2010-09 effective fall 2010.
- ▶ It is further recommended that Moorpark College determine course equivalencies for CLEP and IB Examinations by May 2011 to be implemented by fall 2011.