

# Academic Senate Council Minutes

Tuesday, November 20, 2012 – 2:30-4:00 p.m. in Admin-138

DRAFT 11/20/12

STANDING MEMBERS						Guests
POSITION	NAME	PRESENT	POSITION	NAME	PRESENT	
<b>ASC Pres</b>	Riley Dwyer	X	EATM	Gary Wilson	X	Ray Zhang (Econ) Iris Ingram, Vice President of Business Services (invitation)
<b>ASC V.P.</b>	Nenagh Brown	X	Health Education/Kinesiology	Jeff Kreil	X	
<b>ASC Secretary</b>	Lisa Putnam	X	Health Sciences	Carol Velas	X	
<b>ASC Treasurer</b>	Rex Edwards	X	History/Institutions	Hugo Hernandez	X	
ACCESS	Melanie Masters	X	Library	Mary LaBarge	X	
Athletics	Howard Davis	X	Life Sciences	Jazmir Hernandez	X	
Behavioral Sciences	Dan Vieira	X	Mathematics	Phil Abramoff	X	
Business	Stephanie Branca	X	Music/ Dance	James Song Alt. Nathan Bowen		
Chemistry/ Earth Sciences	Deanna Franke	X	Physics/ Astronomy	Ron Wallingford	X	
Child Development	Kristi Almeida		Student Health Center	Sharon Manakas	X	
Counseling	Chuck Brinkman	X	Theater Arts/ Communications	John Loprieno	X	
Computer Info Systems	Mary Mills	X	Visual & Applied Arts	Lydia Etman	X	
Computer Sci/ CNSE	Christine Aguilera	X	Modern Languages	Raquel Olivera	X	
Digital and Media Arts	Joanna Miller Alt. Svetlana Kasalovic	JM	Curriculum Chair (non-voting)	Mary Rees	X	
English/ ESL	Sydney Sims	X	<i>Student Liaison</i>	Dylan Kirsh	X	

## Quick Recap:

Topic	Discussion/Comments	Action
Code of Ethics and Academic Freedom	First Reading	None
Spring 2013 Re-Organization of Moorpark College departments	The re-organization of departments is to temporarily get the college through the semester with one less Division Dean. It is anticipated that a Dean will be hired and discussion will take place regarding a more permanent department structure	None
Program Discontinuance	Update. Moorpark College President accepted all of MC Senate's recommendations.	None
Faculty Prioritization Process	The joint meeting with Academic Senate and Deans Council will be on December 4.	Reaffirmed Criteria, Assumptions and Ground Rules

## 2:30 pm—Call to Order

### I. Public Comments

Imagine (1) Student receiving a student scholarship (2) Brick with a brass plaque (3) What we can contribute to the foundation in a basket for the Holiday Lights event.

### II. Approval of Minutes

a. November 6, 2012: Approved as amended.

### III. New Business

a. Code of Ethics (1<sup>st</sup> Reading)

Please read the MC Statement of Professional Ethics, the AAUP and BP 4030 Code of Ethics as adopted in August 2009.

-- Senator, Mathematics asked for clarification on item (E): faculty can accept gifts under the amount of \$25. Over that amount, there is a form that must be completed and submitted to the college/district. He asked that

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we review the language in this document to make sure that we are still comfortable with it. Other questions of clarity were raised and answered.

-- Senator English/Humanities asked if faculty are considered public officials – yes we are.

-- Senator, World Languages asked for clarification on honoraria. Honoraria are not allowed to be taken by administrators, but faculty are allowed to take honoraria. This is not clear in this document.

-- Senator, Kinesiology asked about item D – politics. If we teach on a topic that is related to the political topic, it is ok to discuss. The question is, “are you spending your work-hours politicking?” We are not to persuade students to vote a certain way.

## b. Academic Freedom (1<sup>st</sup> Reading)

ASP asked the Senators to please review. Issues of Academic Freedom come up frequently. Academic Freedom means that you have the right and responsibility to discuss things within your subject matter, not outside your subject matter. We do need to understand the difference between personal conviction and academic freedom.

## c. Re-Organization and Participatory Governance

A letter from the MC President has been sent out to all faculty that includes information on the temporary re-organization. An administrative re-org is operational, and would not be a 10+1 item. This re-org is to address exigent circumstances. The assumption made by the ASP is that the governance structure, as it sits TODAY, remains in place. Senator, Business – is it assumed that when a new Dean is hired, will it go back to what it was? The ASP said a discussion with the MC President indicated that when a Dean is hired, it may not go back exactly the same way as some workload balance needs to take place. Any permanent re-org would have faculty in-put. This was not formally written in her email to faculty, however, it was discussed. As it pertains to roles in Governance, the Administration is required to discuss permanent re-organization with faculty. No one had been included in the discussion about this temporary re-org; the ASP was given a “head’s-up”. Senator, Chemistry/Earth Science noted that the size of departments are becoming smaller, which is then problematic when trying to find representatives for the various committees on campus. The Academic Senate Vice President (ASVP) reminded the Senate that we are still in need to review the By Laws in regards to the Senate Representation structure; we currently have our structure based on Department structure. This needs to be reviewed. Senator, Math noted that Deans move around as they need, however, the movement of Administrative Assistants is disruptive to the program. The ASP noted that these kinds of staff changes ARE important to faculty, however, staff assignments are not an Academic Senate concern.

## IV. Unfinished Business

### a. Program Discontinuance (Update)

The discipline faculty received their memo from the MC President yesterday. The ASP received a copy late yesterday. The memo to the campus is sent out after MC President has had conversations with the various groups. This memo will be coming soon.

The ASP reported that all the recommendations from the Senate were followed:

Drafting has been discontinued. Education will be inactivated. Nutrition M01 has been retained, and NTS M07 and M20 will be inactivated.

Next steps: MC President sends an email to campus. A recommendation regarding the program is sent to the Chancellor. It is then sent to the Board in January or February.

### b. Faculty Prioritization

FON (Faculty Obligation Number) is calculated by the State for the District. Moorpark has 57.9% full-time faculty, Oxnard has 73.1% full-time faculty, Ventura has 52.9% full-time faculty. Remember, as CRNs are cut, the percentage of full-time faculty will increase; CRN cuts remove part time faculty.

The report states that VCCCD is not obligated to hire any full time faculty this year. However, our cushion is very small. If we fall below the number, we get fined. The fine typically near the cost of hiring a full-time faculty member. So, if we have someone leave or retire, we should replace them. At this time, MC has one retirement officially submitted. MC also has a recruitment underway in Nursing (a mandated hire). This would keep us within the FON. There is a consideration for late-submitted retirements; the district

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anticipates an average number of late-retirements each year. We will hear from the District the official number of faculty we can expect to hire.

Each year, before the Hiring Prioritization meeting (Dec 4) we review the Criteria for Hiring Prioritization, Assumptions, and Ground Rules that AS approved and updated over the years. Senator, Mathematics reminded the group that the criteria is a *suggested* order of importance. Note: The Senate President is NOT a voting member on Faculty Prioritization.

**Motion to reaffirm these documents. Motion approved unanimously.**

ASVP pointed out #2 Criteria – “vital program” cease to exist. That we all recognize what this means.

ASP and IR reviewed sample PPDR data with the group.

Scenarios to watch for in our review of program plans:

- Faculty on leave (sabbaticals, sick/maternity, department chair release, etc.) will effect % Full-Time faculty and productivity.
- Disciplines requesting multiple positions – we tend to prioritize one position really high, and one really really low. This occurs even when the discipline can demonstrate the need for two. Programs have learned to ask for two when they really only need one. Do review on the NEED, not the number of requests they are putting forward.
- Block voting – chauvinism. We see types of positions ranked high and types of positions being ranked low. It becomes clear that a type of discipline (a division, for example) is favored over others.
- Beware of serial meetings – no striking deals with others.
- Labs vs. lecture, faculty stating that they work more than others
- Specializations vs. generalists – The need might need to be specialized, but we need to prioritize the position AS a generalist. The position hired would be assigned to multiple areas within the discipline, not just the specialization.

The Prioritization will be on December 4<sup>th</sup> at 3pm. The joint committee includes Academic Senate and Deans Council. The Co-Chairs are the ASP and the EVP. The Senators will be the presenters of information from the Program Plans (5 minutes). There is time to ask questions. The materials will be sent to the Senators. We do NOT compare disciplines – it is not meant to be competitive. Advocacy for “we need this because we are better” is not to take place.

c. Districtwide Integrated Planning Handbook (Tabled)

d. Goal Setting for 2012-13 (Tabled)

## V. Officer Reports

a. Treasurer None

b. Secretary None

c. Vice President

i. Sabbatical Leave Committee (update) Tabled

d. President

i. Accreditation Update (Tabled)

ii. DCAS

At DCAS, the District has asked for an increase to their budget allocation. This in turn lead MC Fiscal Planning to review the model and question the current base allocation to the colleges. As it is the primary charge of DCAS to review the funding model on a regular basis, MC Fiscal Planning requested that the MC ASP and the Vice President of Business Services (VPB) take the request for review to DCAS.

The MC ASP requested information from DCAS at the November meeting and requested discussion regarding a change in the funding model as requested by our Fiscal Committee. This did not go well. The Administration defended the right of faculty to participate in participatory governance.

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The FY13 Adoption Budget Allocation and the Basic Allocations Basic Principles. Fiscal has discussed this. The ASP referenced this information in a previous meeting but did not think that she needed to explain this information thoroughly in Senate as it is the work of Fiscal Committee not Senate. It is apparent that we need the information now to be better informed as misleading information is being disseminated.

15% of the budget is allocated to each college, regardless of size. Fiscal questioned this – see #5 of Basic Principles that states that over time we will move a base funding model to better match the State’s funding model based on Small-, Medium, and Large-colleges. The ASP requested that DCAS adjust the Base funding model to match what is stated in #5. Senator, Chemistry stated that this seems very logical. There was a lot of resistance to the idea at DCAS. DCAS is a participatory committee; what we do at participatory committees is that we discuss the issues and then take a vote. When ASP asked the co-chairs for this to be agendized; it was added under “Other” on the agenda, which lead to a fear of “conspiracy”.

VP of Business explained that the current model is similar to “...a legal settlement – nothing to do with right and wrong...” It is what everyone would agree to. It is the result of a 2005-06 DCAS agreement based on the input of the three colleges. The discussions are legendary. It is an agreement, somewhat based upon an economic reality. Some is based on FTES allocation, where the base allocation is not. The 15% was an agreed-to number; it does not represent any specific algorithm. The agreement was that 15% of the above number would be divided between the three colleges equally. The rationale was that there are certain costs that each college has no matter the size – Presidents, VPs, Deans, etc. So arguments took place about the number of Deans, and other managers. It was decided to take the approach that the colleges would just be given the same amount no matter the number of managers. The Vice Chancellor referred to the 15% number as “random.” The Basic Principles suggests that we move closer to the State model (#5) SB361 Funding – MC and VC funded at a middle-sized college and OC as a small-sized college, and therefore less money.

If you use the base allocation in accordance with SB361, the difference would go back to the amount used in the FTES distribution funding. (The District receives their funding off the top – they do not generate FTES.)

It is unfortunate that we will not engage in the conversation. Only the Board of Trustees can change the funding model (based upon input from DCAS). The Vice Chancellor of Business Services asked each DCAS representative if the current model was “FAIR” – MC VPB stated that fair is not the right word; fair and equitable are often confused. MC VPB insisted that her role as Co-Chair of Fiscal Planning was to bring the request of Fiscal Planning to DCAS for model simulations of what would the base allocation look like and its impact on the model if the suggested change was made.

The Vice Chancellor of Business Services committed to use her staff to supply us with some mock-ups of changes to allocation. It is hoped that this will be available to our Fiscal meeting on Tuesday. MC will review the same information that the other Colleges are given so that we are all looking at the same “math”. To preserve the integrity of the process, the MC VPB asked the Vice Chancellor of Business Services and the District Budget Manager to provide the math.

If Moorpark wants to continue the discussion, the ASP and MC VPB will take it through.

The Senate thanked Iris for spending time clarifying the information and defending our right to engage in participatory governance.

## VI. Committee Reports

None

## XII. Announcements

Holiday Lights at Moorpark College on December 1, 12pm to 6:30pm