

Academic Senate Council Minutes

Tuesday, March 5, 2013 – 2:30-4:00 p.m. in Admin-138

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

Quick Recap:

Topic	Discussion/Comments	Action
Participatory Governance Committee Membership	Review of the attendance records from each of the committees.	
Academic Senate Annual Awards (update and final reading)	Reviewed the written process	Process approved

2:30 pm—Call to Order

I. Public Comments

None.

II. Approval of Minutes

- a. February 19, 2013 – Approved as amended.

III. Officer Reports

- a. Treasurer:
Thanks to the Associated Students for a very nice contribution toward our brunch.
- b. Secretary: No report
 - Vice President:
 - Reminder of the Distinguished Faculty Chair.
Also, a list of individuals to receive a “brick” was reviewed (50 semesters)
 - FACCC Great Teacher’s Seminar: 2-to-4 faculty typically are able to attend. Criteria needs to be developed for the process to determine which faculty are able to attend. An AdHoc will meet (Mary Mills, Melanie Masters and Hugo Hernandez).

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- c. President
 - o DCAS (District Council on Administrative Services)
 - o Discussed the principles that we reaffirmed are no longer applicable now because the principles were developed when the allocations model was being created.
 - o AP 6305
 - o Campus Fiscal Committee: There are some programs concerned about the lab tech positions being reduced. On the program plans, these programs requested that the positions be restored. Fiscal prioritizes *only* new positions, not restored positions. Fiscal recommends that (1) this continues, (2) they make a recommendation to restore those positions if the program requested that they be restored, and (3) we look into a process on how Fiscal can prioritize “other” position requests (those beyond “new”).
 - o DCHR (District Council on Human Resources)
 - o There is a recommendation that applications for part time positions will be kept on file for 4 semesters (as opposed to the current 2 semesters).
 - o BP 7310: Nepotism -- an AP will be developed.
 - o AP 7120E: Process for hiring part time faculty to include the area Dean on committee -- this will be added.
 - o AP7120J: Hourly Emergency Hires -- once you hire somebody they are hired. There will not be a need to have them go through another hiring process.
 - o BP 7352: Emeritus Title -- A draft of an AP was given to DCHR. We will see it once they review it for feasibility.
 - o DCAA (District Council on Academic Affairs)
 - o See agenda items below.
 - o Consultation Council
 - o All managers’ contracts will be on the Board agenda for a 2-year renewal. The Presidents’ contracts will be on rolling contract.
 - o DCAP (District Council on Accreditation and Planning)
 - o Communications Survey that was previously administered. Results were presented in a very lengthy summary report. The information needs to be summarized (a content analysis will be done) and then the information will be distributed by the Chancellor.

IV. New Business

- a. Accreditation Mid-Term Report
EdCAP is in the middle of their second reading of this report. They shared the document with us so that we can begin reading it.
- b. Participatory Governance Committee Membership
Review of the attendance records from each of the committees.
- c. Course Studio: D2L and Lynda.com
Lynda.com subscription has been renewed.
Course Studio is used by about 100 faculty (400 courses or so). There will be a change to this software, so consideration is being given to using a light version of D2L, if even possible.
- d. AP 6305: Reserves
- e. BP/AP 4500: News Media (first reading)
DTRW-SS made some revisions. The electronic version is the older version.
- f. BP/AP 5013: Students in the Military (info)
DTRW-SS made some revisions. The electronic version is the older version.

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- g. BP/AP 5015: Residence Determination (info)
DTRW-SS made some revisions. The electronic version is the older version.
- h. BP/AP 5020: Non-Resident Tuition (info)
DTRW-SS made some revisions. The electronic version is the older version.

V Unfinished Business

- a. Academic Senate Annual Awards (update and final reading)
Reviewed the written process.
Concern in regards to a tie -- currently the Vice President will make a recommendation in consultation with the other officers. Discussion of possibilities took place. New: If there is a tie, the person with the most “1st place” nominations will win. Process approved (as amended) unanimously.
- b. District Educational Master Plan (update)
See announcement for the master plan discussion dates. Our March 19 ASC meeting will include participating in one of these discussions.
- c. BP/AP 4240: Academic Renewal (discussion and update)
Moorpark College had agreed upon this AP last year; to have it re-discussed goes against Roberts’ Rules of Order. VC and OC are gathering additional data.
- d. BP/AP 4100: Graduation Requirements for Degrees and Certificates
The MC Curriculum Committee has approved the revised BP/AP 4100.
- e. BP/AP 4260: Pre-Requisites and Co-Requisites
The conversation is just beginning on this topic; the State Chancellor’s Office now allows colleges to use content review as part of the approval process for pre-requisites and co-requisites (rather than strict statistical analysis) in English and Math courses, as long as the college has an approved policy and process in place. The MC Curriculum Committee will be voting on this at their next meeting.
- f. AP 5055: Enrollment Priorities (new draft)
DCAA is redrafting this process. A request has been made to add Student Athletes to this version of the enrollment priorities. In 2012, MC Senate had unanimously approved to support the inclusion of Student Athletes receiving higher registration priority due to the newly implemented NCAA time constraints. However, the current version of the AP does not include them.
- g. AP 4025: Philosophy and Criteria for Associate Degrees
The MC Curriculum Committee has approved the revised BP/AP 4025.
The District GE Committee met to discuss coordination of the three campus general education requirements. The group reviewed and updated the district general education policy, review and define criteria to be used in determining whether or not a course meets the GE category, and states that there will be outcomes for the general education program.
- h. BP 2510: Participation in Local Decision Making (discussion)
Tabled.

VI Under Construction

- a. Senate By-Laws and Constitution (ongoing)

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VII Announcements

- a. Districtwide Education Master Plan – campus-based facilitate forum dates. All meetings open to everyone!
 - March 6: EdCAP, TechCAP & Facilities
 - March 19: Curriculum, Academic Senate
 - March 20: Y’All Come
 - March 21: Classified Senate, Fiscal Committee, Faculty Development
- b. End of the Year Lunch