**Moorpark College Academic Senate Council Minutes (DRAFT)**

Tuesday, **November 5, 2013**, 2:30 – 4:00pm in Admin 138

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| STANDING MEMBERS | Guests |
| POSITION | NAME | PRESENT | POSITION | NAME | PRESENT | Rex Edwards Lisa PutmanPamela YeagleyChakameh Azimpour |
| **ASC Pres** | Mary Rees |  | EATM | Gary Wilson | X |
| **ASC V.P.** | Nenagh Brown | X | Health Education/Kinesiology  | Jeff Kreil | X |
| **ASC Secretary**  | Nathan Bowen  | X | Health Sciences | Jamee MaxeyAlt. Dalila Sankaran |  |
| **ASC Treasurer** | Mary Mills | X | Library | Mary LaBarge | X |
| ACCESS  | Melanie Masters | X | Life Sciences | Jazmir Hernandez | X |
| Athletics | Howard Davis | X | Mathematics | Phil Abramoff | X |
| Behavioral Sciences | Dan Vieira | X | Music/Dance | James Song |  |
| Business | Reet Sumal | X | Physics/Astronomy/Engineering | Ron Wallingford | X |
| Chemistry/Earth Sciences | Deanna Franke | X | Social Sciences | Hugo Hernandez | X |
| Child Development | Kristi Almeida |  | Student Health Center | Sharon Manakas | X |
| Comm Studies/Theater Arts/FTVM | John Loprieno |  | Visual & Applied Arts/Media Arts | Lydia EtmanAlt. Joanna Miller | JM & LE |
| Computer Sci/CNSE/CIS | Vish Viswanath |  | World Languages | Raquel Olivera | X |
| Counseling | Traci Allen | X | Curriculum Chair (non-voting) | Jerry Mansfield |  |
| English/ ESL | Sydney Sims | X | *Student Liaison* | Andrew Brown / Melvin Kim | AB |

**Quick Recap**

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| **Topic** | **Discussion/Comments** | **Action** |
| Faculty Prioritization | Explanation of documents by Lisa Putnam and Pamela Yeagley. The procedures were discussed in preparation for November 12th |  |
| Faculty Prioritization Assumptions Document | alterations:“V. If a position is required by state law or mandate such request will be pulled, and not prioritized.”Added after Suggested Criteria for Prioritization: “(written in order of importance)”  | Approved unanimously |
| AP 4102 | After checking for clarification the advisory board must be composed of no more than 20% college representatives. This is due to the language of Title V. There is a desire to receive clarification on the interpretation of this rule. | Request for more clarification |

**2:30 pm—Call to Order**

AS Vice President chaired the meeting in the absence of the President.

1. **Public Comments**
	1. Faculty & Staff Tailgate 5pm Saturday November 16th before the last home football game (against Cerritos CC). Prizes for divisions with most attendees.

1. **Study Session:** Review of Program Plan Data for faculty prioritization

a)Lisa Putnam and Pamela Yeagley presented the Program Planning Report, 2013. This data was prepared as of 10/28/13 and reflects the current semester. In contrast, the 2013 Fall Program Planning Data document has data from the previous three years, including the 2012-13 academic year (i.e. *not* this semester).

* + 1. Lisa explained the terminology used on both reports.
		2. Lisa strongly recommended looking at the program plans as well as these figures prior to the faculty prioritization meeting.
	1. Procedure for the faculty prioritization meeting:
		1. Mary Rees and Lori Bennett will co-chair the meeting.
		2. Only one vote per rep, and no substitutes except those approved at the beginning of the year.
		3. Reps must be present for the full meeting to be able to vote.
		4. There will be an introduction by the co-chairs summarizing the task.
		5. Each discipline making a request has a three-minute time allotment (including questions).
		6. Tally numbers will be assigned for the ballots depending on the final number of requests forwarded for consideration (so many 5’s, 3’s, and 1’s).
		7. Ballots will be anonymous except for cell phone numbers on the back to enable those counting to call for immediate clarification if needed.
		8. Final results are submitted to the college president as a recommendation. The President can reorder the prioritization but it is customary not to do so without explanation to the Senate and the Deans’ Council.
	2. **Faculty Prioritization Assumptions Document – approved unanimously** with the following alterations:

“V. If a position is required by state law or mandate such request will be pulled, and not prioritized.”

 Added after Suggested Criteria for Prioritization: “(written in order of importance)”

* 1. The Secretary will forward the following to all Council members after the meeting:

 2013 faculty prioritization tally

 Full-time faculty requests document

 2013 Fall Program Planning Data

 Program Planning Report, 2013

 The faculty prioritization assumptions document

1. **Approval of Minutes**
	1. October 29th, 2013 – approved unanimously with one abstention.
2. **Reports**
	1. Committees
		1. CurCom, Fac/Tech, Prof Dev, Fiscal and EdCAP
			1. No committees met since last week.
	2. Officer Reports
		1. Treasurer, Secretary, Vice President
			1. VP Report: Sabbatical leave proposals are in. The second/recommending meeting of the Sabbatical Leave Committee will be on Friday, November 15th.
		2. President – no report.
3. **Unfinished Business**
	1. AP 4102 - CTE
		1. After checking for clarification the advisory board must be composed of no more than 20% college representatives. This is due to the language of Title V.
		2. Face-to-face ‘in-person’ meetings must occur; but if a member cannot come, they can attend virtually.
		3. There was concern about the interpretation of the ‘20% rule’. After full discussion members decided to postpone a vote on the AP until they received clarification from Julius Sokenu, Dean at Moorpark and Chair of the South Coast Regional Consortium for CTEs.
	2. MoU with LaVerne – on hold.
4. **New Business**
	1. Constitution and By-laws workgroup (handouts)
		1. Tabled for next meeting.
	2. ASC Scholarships
		1. Tabled for next meeting.
5. **Future Topics**
	1. Community Service
6. **Announcements**
	1. Y’all Come – November 6th (strategic planning) 2:30 at CCCR
	2. Meet for faculty prioritization November 12th, 2-6pm, at CCCR
	3. Y’all Come – November 15th 12-3:30pm, at CCCR (CTE). Lunch will be provided.
	4. Y’all Come – November 21st (Facilities)