

# Moorpark College Academic Senate Council Minutes

Tuesday, January 21, 2014, 2:30 – 4:00pm in Admin 138

STANDING MEMBERS						Guests
POSITION	NAME	PRESENT	POSITION	NAME	PRESENT	
ASC Pres	Mary Rees	X	EATM	Gary Wilson	X	Beth Gillis-Smith Julie Campbell
ASC V.P.	Nenagh Brown	X	Health Education/Kinesiology	Jeff Kreil	X	
ASC Secretary	Nathan Bowen	X	Health Sciences	Jamee Maxey Alt. Dalila Sankaran		
ASC Treasurer	Mary Mills	X	Library	Mary LaBarge	X	
ACCESS	Melanie Masters	X	Life Sciences	Jazmir Hernandez		
Athletics	Howard Davis	X	Mathematics	Phil Abramoff	X	
Behavioral Sciences	Dan Vieira	X	Music/Dance	James Song	X	
Business	Reet Sumal	X	Physics/Astronomy/Engineering	Ron Wallingford		
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	X	Visual & Applied Arts/Media Arts	Lydia Etman Alt. Joanna Miller		
Computer Sci/CNSE/CIS	Vish Viswanath	X	World Languages	Raquel Olivera		
Counseling	Traci Allen		Curriculum Chair (non-voting)	Jerry Mansfield		
English/ ESL	Sydney Sims	X	<i>Student Liaison</i>	Andrew Brown / Melvin Kim		

## Quick Recap

Topic	Discussion/Comments	Action
Student Success Task Force	Various subgroups are being formed, with an open invitation for interested faculty to join in the formation of Moorpark's realization of State mandates. Next meeting is 11am Friday February 7 <sup>th</sup> @ A-138. All are welcome.	
Comparable courses between colleges	Department chairs need to look at report given, give feedback about which courses match which. Feedback from department colleagues is implied. Dialogue between colleges may be helpful.	
College hour	We still need feedback from your colleagues about whether this is a good idea, how it might take shape etc.	Solicit feedback from your departments and divisions.
Moorpark College Decision Making Document – SLO Committee, Distance Ed Committee, Professional Development	Consensus is that the formation of these new committees is desirable. How/where these committees operate and their representation is still unclear. Professional Development may have revised goals and direction, but membership has expressed reservations about this.	
Disaster/safety	Motion to inform those in charge of disaster/safety to proceed with planning without feedback from each division about the safety video.	Approved unanimously
AP Emeritus	We need feedback about what constitutes emeritus faculty.	Solicit feedback from your departments and divisions.

## 2:30 pm—Call to Order

- I) Public Comments** (Those wishing to make public comments must be in attendance before 2:30pm)
- Mindfulness Meditation for Academic Success – sign ups will be available for students. Sharon Manakas announces that there will be sessions running for eight weeks.
  - Suggestion for the Moorpark mobile app: calendar function for students (both in portal and in mobile app) needs to be integrated or more clearly available.
- II) Study Session** – Student Success Task Force, presented by Beth Gillis-Smith, Co-Chair
- Moorpark College has set up a committee to coordinate SSTF efforts on our campus.

- i) In a general sense, this is about ‘moving numbers’ of students who are struggling to get on a track or in a direction that will help them get degrees and progress in their academic experience.
- b) Four focus areas were selected:
  - i) Mentorship
    - (1) How do we find places for mentors to meet with students on campus?
    - (2) Faculty mentors – they’ll need to be available to talk about industry-specific goals, concerns, and strategies.
    - (3) Ed plans
  - ii) Orientation
    - (1) Getting students on the path, so to speak.
    - (2) There is an attempt to create a ‘scaffold’ that helps students know where to go, what services to use when.
    - (3) My Nav option is currently on the portal, but students don’t know about it.
    - (4) Suggestion: incorporate a gaming environment into the portal
    - (5) Summer orientations will be offered, with special incentives to attract attendees.
  - iii) Data Analysis
    - (1) There is a workgroup here to take a look at the numbers from the Student Success Scorecard and find where students are slipping through the cracks. A request was made that LD Assessment should be considered in student success for assistance in success and retention.
  - iv) Follow up
    - (1) Workgroups are being formed for this part, as well as the previous parts. The idea here is to help students to stay motivated to continue on that path.
- c) Next meeting 11am Friday February 7<sup>th</sup> @ A-138.

### III) Approval of Minutes

- a) **January 7, 2014 – approved unanimously with one abstention**

### IV) Reports

- a) Committees
  - i) CurCom
    - (1) Curricunet and C-ID numbers
      - (a) Department chairs: you will be receiving information about courses and units within your discipline offered at the other two colleges. You need to provide information (and perhaps start a dialogue with colleagues at other colleges) about how much overlap there is between Moorpark College course offerings and Ventura/Oxnard course offerings. The idea is to create clarity about what can and cannot be transferrable between colleges.
      - (b) The articulation officers put together the list. If you see a course that does not align, then it is your responsibility to explain why they do not.
      - (c) DTRWI will review data after it has been collected from departments at each college. This committee will then try to bring these departments together. The key factor is that any course that has a C-ID descriptor will need to match that C-ID descriptor.
      - (d) If you haven’t seen any of this information, please get in touch with Michelle Costello, Lori Bennett’s admin.
      - (e) This list needs to be complete and sent back by February 7<sup>th</sup>.
    - (2) Distance Ed Addendum
      - (a) Please have your departments review this proposed modification to CORs.
  - ii) Fac/Tech
    - (1) With prioritization, make sure that your reps do show up to those prioritization meetings so they can speak up on your behalf.
  - iii) Prof Dev
    - (1) There’s still plenty of money for travel requests for adjunct and full-time faculty. Don’t be shy to apply.
  - iv) Fiscal
  - v) EdCAP
    - (1) 4A and 4B standard – A gap review group is looking for more faculty help. See Nenagh Brown for details.
- b) Officer Reports
  - i) Treasurer
    - (1) In your mailboxes you should have received scholarship application/nomination forms.
    - (2) Still looking for theme and catering suggestions for the end-of-year luncheon.
    - (3) No changes to the budget.
  - ii) Secretary

- (1) 'Download all documents' is a new feature for ASC meetings, on the handouts page. This feature will be included going forward.

iii) Vice President

- (1) Four sabbatical candidates on the agenda of tonight's Board of Trustees meeting: Gary Wilson, Brendan Purdy, Beth Megill, Helga Winkler.

iv) President

- (1) District has hired a Vice Chancellor of Business Services Brian Fahnestock, the interim, was hired for the permanent position.
- (2) On the discussion of FTES, we've had goals that we've been trying to reach. Moorpark and Ventura didn't quite make their goals, Oxnard did, but the District is on target to make those growth numbers. We're on target to make those numbers for the year by 200, but there is pressure to make them by 500. This will be monitored closely. There may be a four-week summer session in order to make the target. If it is not necessary, then a summer session that counts toward the next year will be likely. This decision will be made two to three weeks from now.
- (3) Adult Ed is in limbo, and comes from a different pot of money (Governor Brown will make the decision on this as to whether it would go to K12 or to community colleges).
- (4) Next year's District Budget: right now it contains a 1% COLA. There is assumed 3% growth. There is one-time money for energy efficiency, equipment, and deferred maintenance. Currently it looks like there is a deficit in the college budget, which would need to be adjusted. There is a lot of money coming into Student Success, but this is categorical money. It looks like we will be doing more hiring next year, or year after.
- (5) Accreditation meeting will be the first weekend in February. Stay tuned.
- (6) BOT meeting tonight: Sabbatical; a Student Success explanation on funds distribution; District Master Plan, and Proficiency Awards.

**V) Unfinished Business**

a) College hour

- i) Please, let's get some feedback for the next meeting. If this is deemed a good idea, a work group will be established to drive both discussion and planning.

b) Moorpark College Decision Making Document

i) SLO Committee

- (1) Consensus that this is a desirable committee, with various suggestions about its membership.

ii) Distance Ed Committee

- (1) Consensus that this is also a desirable committee that is faculty-driven.
- (2) Perhaps expand charter of curriculum DE workgroup.

iii) Professional Development

- (1) We need feedback about where the budget for this committee comes from. There was not consensus or clarity about whether this committee should only serve faculty (full-time and part-time) or whether there should be overlap with classified professional development investives.

c) Disaster/safety

- i) **motion: ASC recommends that emergency preparedness committee moves forward with their plan rather than wait for feedback from entire college. Approved unanimously.**

d) Constitution and By-laws workgroup report 2 – tabled

e) MoU with LaVerne – tabled

**VI) New Business**

a) Distinguished Faculty Chair Awards

- i) The document has not been changed since 2010. Tabled.

b) BP/AP 4225 – tabled

c) BP/AP 4227 – tabled

d) AP Emeritus

- i) We need feedback about what constitutes emeritus faculty.

**VII) Future Topics**

a) Community Service / Adult Ed

**VIII) Announcements**

a) Self-Assigned Flex Week – February 18-21

b) February 20 is College Service Day

c) February 20 – Part-Time Faculty Information Session 4-5:30

d) May 15<sup>th</sup> Year-end Luncheon