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

Tuesday, **March 18, 2014**, 2:30 – 4:00pm in Admin 138

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| STANDING MEMBERS | | | | | | Guests |
| POSITION | NAME | PRESENT | POSITION | NAME | PRESENT | Matthew Morgan  Herb English  Beth Gillis-Smith  Stephen Blum |
| **ASC Pres** | Mary Rees | X | EATM | Gary Wilson | X |
| **ASC V.P.** | Nenagh Brown | X | Health Education/Kinesiology | Jeff Kreil |  |
| **ASC Secretary** | Nathan Bowen | X | Health Sciences | Jamee Maxey  Alt. Dalila Sankaran | DS |
| **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 |  | 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 | X | Visual & Applied Arts/Media Arts | Lydia Etman  Alt. Joanna Miller | LE |
| Computer Sci/CNSE/CIS | Vish Viswanath |  | World Languages | Raquel Olivera |  |
| Counseling | Traci Allen | X | Curriculum Chair (non-voting) | Jerry Mansfield |  |
| English/ ESL | Sydney Sims | X | *Student Liaison* | Andrew Brown / Melvin Kim |  |

**Quick Recap**

|  |  |  |
| --- | --- | --- |
| **Topic** | **Discussion/Comments** | **Action** |
| Visit from Trustee Stephen Blum | Trustee Blum wishes to thank Moorpark College for its good work. Senate was thankful for visit. |  |
| Student Success Task Force update | Four areas of focus: Orientation, Mentorship, Data Analysis, Follow-up. Equity will also be on the horizon as an area of focus. |  |
| AP/BP 4020, 4022, 4050 | First reading. Much of the proposed changes have to do with state compliance. |  |
| Institutional Set Standards | Goal of 1050 was proposed for Student Degree Completion (instead of 1037). | Motion approved |
| Presentation of Annual Awards Procedure | Consensus is that the procedure is fine. Discussion that perhaps these procedures may not need approval every year. | Motion approved |

**2:30 pm—Call to Order**

1. **Acknowledgement of Guests and Special Recognitions**
   1. Trustee Stephen Blum
2. **Public Comments** (Those wishing to make public comments must be in attendance before 2:30pm)
   1. Pirates of Penzance is open until March 30th. It is getting great reviews!
   2. Multicultural Day is April 15th. Please encourage students and faculty to take part.
   3. Moorpark Zoo Spring Spectacular – this Saturday, running until April 6th. See details [here](http://www.moorparkcollege.edu/current_students/teaching_zoo/index.shtml).
3. **Approval of Minutes**
   1. **March 4th, 2014 – approved with three abstentions**
4. **Reports**
   1. Committees
      1. CurCom, Fac/Tech, Prof Dev, Fiscal and EdCAP
         1. Student Success Task Force – update by Beth Gillis-Smith
            1. We’ve been meeting monthly – next meeting is April 18th but typically meets on second Friday of each month
            2. Four smaller groups (Orientation, Mentorship, Data Analysis, Follow-up)
            3. Groups came forward with big ideas to forward to the rest of the group.
            4. The state mandated areas of focus are:

Mentorship

Faculty could be assigned to individuals as a point person to get counseling, give career advice, talk about viable transfer strategies and options.

Orientation

Data Analysis

Follow up

‘Grades first’ software system will replace SARS April 1st

This system can create cohorts, generate text message alerts to students is district-wide as opposed to monitoring student progress on a college-only system.

Early alert process is being examined for improvement.

* 1. Officer Reports
     1. Treasurer – scholarships:
        1. Noon April 7th – deadline for faculty to nominate students for ASC scholarship
        2. Noon April 11th – deadline for students to submit application for ASC scholarship
        3. Ad Hoc Committee volunteers: Melanie Masters, Sydney Sims, [we need one more]
        4. Lunch May 15th 
           1. Urban Taco has given us the best quote and offering best services. We’ve used them in the past, and they’ve done well.
           2. Theme ideas: Star Wars, Pirates, something related to ‘Year of’
     2. Secretary – no report
     3. Vice President – GE meeting
        1. No nomination for Distinguished Faculty Chair Award as of yet
        2. Professional development:
           1. 8 applicants; four successful applicants (all have been notified)
           2. A public thank you to Hugo and Mary for serving on the ad hoc committee.
        3. ‘Building Bridges’
           1. If you would like to participate, you will be matched up with faculty from CSUCI, or with break-out groups
           2. Emanuel Gebru, Beth Gillis-Smith, and Nenagh Brown are the point people.
     4. President – College President interview
        1. Four candidates have been forwarded to the Chancellor: Cliff Davis, Joyce Ester, Betty Inclan, Vernon Smith
        2. We have approval to do a candidates forum here on campus (Wednesday March 26th, 11am-4pm)
        3. Each candidate will be available for faculty, staff, and students to ask questions (via 3x5 cards)
           1. No videotape
           2. Questions will be screened (for relevance), and read to candidates
           3. Mary Rees, Classified Pres., and Student Pres. will be conducting the meeting
           4. Evaluations by audience will be available and are requested. These comments will be collated and sent to the Chancellor.
        4. Comment by Trustee Blum: the process was changed so that campus community would have a lot more say. This changed with Pres. Gillespie’s hiring at Ventura College. I’d be interested to know what you think of the process.
        5. Emergency Plan
           1. The video that has been posted on the portal represents the most current strategies for best practices in dealing with armed persons on campus.
           2. We continue to push for a comprehensive, district-wide and college emergency plan.
        6. Student Success
           1. Equity is also a factor that will be a focus for the college and the Student Success Task Force.
        7. Plenty of positive press on the Aspen Award nomination for the college.
        8. State Academic Senate Plenary is upcoming April 10-12th.
        9. Preview Day(s)
           1. 800+ students will be visiting the campus on Fridays throughout April 9am-noon
           2. We can use volunteers to interface with these high school student visitors. Please contact Megan McFadden [megan\_mcfadden1@vcccd.edu](mailto:megan_mcfadden1@vcccd.edu).
        10. April 15th is Multicultural Day, and also the date for our meeting. Suggestion to meet as usual, acknowledging the great significance this day and its corresponding activities contribute to our campus.
        11. Priority registration
            1. Foster youth will not be held to certain standards for priority enrollment
            2. We’ll be seeing some new AP/BP documents that cater to these new legal mandate

1. **New Business**
   1. Presidential Candidates Forum
   2. AP/BPs (1st reading)
      1. 4020 – programs and curriculum development
         1. This has been rewritten to comply with Title V
         2. Discussion about funding and time for 15 and 16.5 week schedules, how Carnegie units work, etc.
         3. Comment: Language to include specific software is tricky.
      2. 4022 – course approval
      3. 4050 – articulation
         1. Comment: please get clarification on New Articulation Agreements, who is doing what.
   3. Constitution and By-laws workgroup report 3 – tabled
      1. Along with officer elections, we would hold a general meeting, which would include the presentation and ratification of the constitution and by-laws
   4. Participatory Governance Election List
      1. Historically we have done elections piecemeal. We are now attempting to have this taken care of prior to the Fall.
      2. We need to have elections of standing committee co-chairs.
      3. We as a Council have two roles in the election process:
         1. ASC President puts out a call for nominations, then candidates put out statements, then we vote.
         2. Appointments; though we are considering that deans would appoint
      4. Please review to ensure the divisions representations are current; email Nenagh Brown
      5. See StandingCommitteeElections2.docx for reference, but get your division representatives for these positions so that we can vote by May ASC meeting.
2. **Unfinished Business**
   1. Institutional Set Standards
      1. Comment: student success as implied by this scorecard could be potentially deceptive; what about people taking classes for career skills, or for personal growth, or improved social interaction, or for other reasons
      2. Comment: what about percentages of degree completions instead of number of degrees
      3. **Motion to approve the numbers proposed on the document, with a change to a goal of 1050 for Student Degree Completion (instead of 1037) - approved**

**Motion to extend today’s meeting by 10 minutes - approved**

* 1. Making Decisions Document
     1. Send comments and suggestions to Mary Rees
     2. We’ll try to vote on this in April meeting
  2. Presentation of Annual Awards procedure
     1. **Motion to approve the procedure as currently stated - approved**
  3. MoU with LaVerne – tabled

1. **Future Topics**
   1. Professional Development – April meeting
   2. Community Service / Adult Ed
2. **Announcements**
   1. March 26th – Presidential Candidates Forum 11am-4pm
   2. April 11th – Building Bridges: CSUCI-MPC Workshop for Collaboration
   3. April 15th – next ASC meeting
   4. April 15th – Multicultural Day
   5. April 24th – Distinguished Faculty Award deadline for nominations
   6. (deadline for scholarships)
   7. May 15th – Year-end Luncheon