MOORPARK COLLEGE
Facilities/Technology – Committee on Accreditation and Planning
(FT-CAP)
MEETING AGENDA

Wednesday, February 2, 2022 | 1:15 pm-3:00 p.m., Zoom https://vcccd-edu.zoom.us/j/97746698622?pwd=K1duUXc1dkFOSUY2ZXVycUNTOW44UT09
Meeting ID: 977 4669 8622
Passcode: 382543

POSITION	NAME	ATTEND		DIVISION	FACULTY NAME	ATTEND
Co-Chair: Vice President, Business Services	Jennifer Clark			English & Student Life	Jeff Baker	
Co-Chair: Academic Senate Representative	Norm Marten			ACCESS, Kinesiology, Athletics, Library, Math, DE & Teaching and Learning	Silva Arzunyan	
					Matt Crater	
					Kevin Balas	
Academic Senate President, Ex Officio	Erik Reese				Sherry Ruter (Alt)	
Dean	Carol Higashida			EATM, Life & Health Sciences	Brenda Woodhouse	
					Audrey Chen	
	Priscilla Mora				Armine Torabyan (Alt)	
Business Services	Michele Perry					
	Dan McMichael				Mary Swenson (Alt)	
	John Sinutko				Lan Nguyen (Alt)	
Associated Students Representative	Ashwin Naresh Kumar			Physical Science & Career Education	Rick Edwards	
					Jennifer Mallory	
Instructional Technologist/Designer	Tracie Bosket					
Student Services Council	Kim Korinke			Business, Social & Behavioral Sciences, Child Development & Languages	Navreet Sumal	
ACCESS	Shyan Diaz-Brown				Felix Masci	
Classified Staff	Kris Romero				Hugo Hernandez	
	Michael Grimes			A&R, Counseling, Student Life & Support, EOPS, & Student Health Center	Lydia Basmajian	
	Shandor Batoczki					
Vice President, Ex Officio	Amanuel Gebru				Giselle Ramirez	
	Mary Rees					
CTE Faculty Liaison	TBD Robert Cabral (Alt) Michael Hoffman (Alt)				Allison Case-Barton	
GUESTS	Dan Watkins			Arts, Media & Communication Studies	Steve Callis	
					Ariana Burrell	
					Gerry Zucca	

TOPIC	ACTION
1. WELCOME	
2. PUBLIC COMMENTS	
3. APPROVAL OF MINUTES: December 1, 2021	

4. INFORMATION/REPORTS
    ➢ IT UPDATE – Dan McMichael
    ➢ INSTRUCTIONAL TECHNOLOGY UPDATE – Tracie Bosket
    ➢ FACILITIES PROJECTS UPDATE – John Sinutko
    ➢ DISTRICTWIDE IT UPDATE – Dan Watkins
    ➢ CTE UPDATE – TBD	

5. Discussion of Brown Act Update	
6. Workgroup Report Outs	
7. Discussion of Fields to include in the New Program Plan Resource Request Spreadsheet	
8. ORAWG Workgroup Membership – additional volunteers?	
9. Discussion of Requests Requiring District Approval – pending student outreach survey results	
10. Discussion/Vote of ORAWG Recommendations – second reading	
11. Good of the Order	
12. ADJOURNMENT	

HANDOUTS	FT-CAP 2021/2022 MEETING CALENDAR, 1st Wednesday at 1:15 p.m.
FT-CAP Agenda	2/02/2022	2021	9/01 (Last Zoom Meeting), 10/06, 11/03, 12/01
FT-CAP Meeting Minutes	12/01/21	2022	2/02, 3/02, 4/06, 5/04
Effectiveness, Advantages, and Applications of SMS in Higher Education	

Facilities and Technology - Committee on Accreditation and Planning

- *The Facilities and Technology Committee on Accreditation and Planning makes recommendations on college-wide planning and accreditation issues related to facilities for educational programs and student service and those related to campus instructional and administrative digital technology. Monitors the implementation of Standard 3B & 3C of the self-study relative to facilities.*

RECOMMENDING STRUCTURE	CHARGE AND SOURCE OF AUTHORITY	MEMBERSHIP
FACILITIES AND TECHNOLOGY– Committee on Accreditation and Planning (F-CAP/Tech-CAP) *Committee of Academic Senate*	The committee recommends funding for technology based on a general allocation guideline that assumes budget stability or growth. As a rule of thumb, the committee recommends an allocation of a minimum of 30% of the college's total instructional equipment funding assigned each year to technology equipment, software, and hardware. The accreditation component under the purview of the Facilities and Technology Committee on Accreditation and Planning is the development of plans to address any self-study advisement or visiting team recommendation that refer to facilities and/ or the needs of digital technology for students, faculty, and staff.	**Co-Chairs** • Vice President of Business Services • Faculty member appointed by the Academic Senate Council and is, therefore, a member of the Academic Senate Council **Members** • Three faculty members from each Student Learning Division appointed by the Academic Senate Council • Three Classified representatives appointed by the Classified Senate • Two Deans selected by the Vice Presidents of Academic Affairs and Student Support

			• Three Business Service representatives selected by the Vice President of Business Services
			• One representative from Student Services Council appointed by the Vice President of Student Support
			• One representative from the Accessibility Coordination Center and Education Support Services
			• One representative from Instructional Technology
			• One student appointed by Associated Students who serves in an advisory role
			• Vice President of Academic Affairs (ex-officio, non-voting)
			• Vice President of Student Support (ex-officio, non-voting)
			• Academic Senate President (ex-officio, non-voting)

FRAWG Members	TRAWG Members	PAWG Members	ORAWG Members
• Carol Higashida Co-Chair • John Sinutko • Gerry Zucca- Co-Chair • Ariana Burrell • Brenda Woodhouse • Felix Masci • Shyan Diaz-Brown • Michael Grimes • Giselle Ramirez • Allison Case-Barton	• Priscilla Mora, Co-Chair • Dan McMichael • Kevin Balas- Co-chair • Tracie Bosket • Lydia Basmajian • Steve Callis • Michele Perry • Rick Edwards • Kim Korinke • Armine Torabyan • Kris Romero	• Jennifer Clark Co-Chair • Erik Reese Co-Chair • John Sinutko • Steve Callis • Gerry Zucca • Norm Marten • Felix Masci • Hugo Hernandez • Shyan Diaz-Brown • Shandor Batoczki	• Norm Marten • John Sinutko • Felix Masci • Jennifer Clark

Goals 2021/2022
1. Develop a more effective prioritization process for FRAWG, TRAWG, and PAWG requests.
2. Implement Way-Finding Project.
3. Continue to provide a report on completion of requested resources and communication out to the campus constituents.
4. Make recommendations for updating the annual Information Technology Operations Plan.
5. Update Facilities Master Plan.