

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

MEETING AGENDA

Wednesday, September 1, 2021 | 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	
Academic Senate President, Ex Officio	Erik Reese			Matt Crater	
Dean	Carol Higashida			Kevin Balas	
Dean	Priscilla Mora		EATM, Life & Health Sciences	Sherry Ruter (Alt)	
	Michele Perry			Brenda Woodhouse	
Business Services	Dan McMichael			Audrey Chen	
	John Sinutko			Armine Torabyan (Alt)	
	Associated Students Representative				
Instructional Technologist/Designer	Tracie Bosket		Physical Science & Career Education	Mary Swenson (Alt)	
Student Services Council	Kim Korinke			Lan Nguyen (Alt)	
ACCESS	Shyan Diaz-Brown			Rick Edwards	
Classified Staff	Maria Thayer		Business, Social & Behavioral Sciences, Child Development & Languages	Jennifer Mallory	
	Michael Grimes			Navreet Sumal	
	Shandor Batoczki			Felix Masci	
Vice Presidents, Ex Officio	Amanuel Gebru		A&R, Counseling, Student Life & Support, EOPS, & Student Health Center	Hugo Hernandez	
	Mary Rees			Lydia Basmajian	
CTE Faculty Liaison	Christy Douglass Robert Cabral (Alt) Michael Hoffman (Alt)				
GUESTS			Arts, Media & Communication Studies	Steve Callis	
				Ariana Burrell	
				Gerry Zucca	

TOPIC	ACTION
1. WELCOME	
2. PUBLIC COMMENTS	
3. APPROVAL OF MINUTES: May 12, 2021	
4. INFORMATION/REPORTS <ul style="list-style-type: none"> ➤ IT UPDATE – Dan McMichael ➤ INSTRUCTIONAL TECHNOLOGY UPDATE – Tracie Bosket ➤ FACILITIES PROJECTS UPDATE – John Sinutko ➤ DISTRICTWIDE IT UPDATE – Dan Watkins ➤ CTE UPDATE – Christy Douglass (or alternate) 	
5. Committee Orientation	
6. Review Committee Membership/Committee Workgroup Assignments 2021-2022	
7. FRAWG/TRAWG/PAWG Projects approved and funded for 2021-2022	
8. Establish 2021/2022 Goals	
9. Final Zoom Meeting- September 1. Beginning October meetings will resume in-person in FLR-4.	
10. Good of the Order	
11. ADJOURNMENT	

HANDOUTS	FT-CAP 2021/2022 MEETING CALENDAR, 1 st Wednesday at 1:15 p.m.
FT-CAP Agenda 9/06/2021	2021 9/01 (Last Zoom Meeting), 10/06, 11/03, 12/01
FT-CAP Meeting Minutes 5/12/2021	2022 2/02, 3/02, 4/06, 5/04
FRAWG/TRAWG/PAWG Committee and Workgroup Reporting Handouts	
FRAWG/TRAWG/PAWG Projects approved and funded for 2021-2022	

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) <i>Committee of Academic Senate</i>	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 <ul style="list-style-type: none"> Vice President of Business Services Faculty member appointed by the Academic Senate Council and is, therefore, a member of the Academic Senate Council Members <ul style="list-style-type: none"> 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

		<ul style="list-style-type: none"> • 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)
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FRAWG Members	TRAWG Members	PAWG Members
<ul style="list-style-type: none"> • Carol Higashida Co-Chair • John Sinutko • Gerry Zucca- Co-Chair • Ariana Burrell • Brenda Woodhouse • Felix Masci • Shyan Diaz-Brown • Michael Grimes 	<ul style="list-style-type: none"> • Priscilla Mora, Co-Chair • Dan McMichael • Kevin Balas- Co-chair • Tracie Bosket • Lydia Basmajian • Steve Callis • Michele Perry • Rick Edwards • Kim Korinke • Armine Torabyan 	<ul style="list-style-type: none"> • Jennifer Clark Co-Chair • Erik Reese Co-Chair • John Sinutko • Steve Callis • Gerry Zucca • Norm Marten • Felix Masci • Hugo Hernandez • Shyan Diaz-Brown

Goals 2020/21
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.

Goals 2021/2022