

## **AS Council Standing Committee Reports for October 6, 2020**

### **Curriculum Committee (Co-chairs: Letrisha Mai & Scarlet Relle)**

Met September 1, 2020

- New members: Gasia Benlian, Student Representative and Christina Lee is replacing Olga Myshina for the Health Sciences
- Committee approved 127 courses with Blanket DE Addendum. More than half are still waiting for Department Chair and/or Deans approvals. Please follow-up with your department chair to ensure that your courses have submitted into "workflow" in CourseLeaf. In order to make the state December deadline, we need these to go to the Curriculum Committee by the Oct. 20 meeting.
- Discussion – a proposal to include in the COR an assignment addressing social justice and being culturally responsive. Curriculum representatives are to bring back to the division the proposal for further discussion and prepare a recommendation to move forward, or not.

### **Distance Education Committee (Co-chair: Shannon Macias)**

Met September 23, 2020

A workgroup was formed to investigate 40 student class cap sizes for COVID and post-COVID online courses. A POCR subcommittee format was approved to help with CVC-OEI alignment. Matt Spinneberg announced his new position as Media Specialist to assist faculty with Accessibility. The DE Committee supported the change of the Canvas hyperlinks to appropriate color contrast levels. Faculty and staff asked to contact Matt S. to assist with an Accessibility/Support group due to the increased demand.

Mary Rees provided clarity on the online evaluations, but clarified that official guidance should be released in a few days. Currently, the list of groups for evaluation are:

1. those going through the tenure process,
2. PT faculty going through semester 1 and before being placed on the longevity list,
3. and those that previously received "Needs Improvement" ratings.

Guidance was to use the DE Addendum in the COR as a guide and wait for Senate-approved guidelines. All deans have completed DE orientation, and everyone in the tenure review committees need to be DE certified or complete DE orientation before evaluating courses.

### **EdCAP (Co-chair: Nenagh Brown)**

Met Aug 25, 2020

- Reminded members of expanded charter and membership of committee from updated Participatory Governance Handbook
- Reviewed summary of achievements and what left to complete from 2019-20 Annual Work Plan, introduced by Oleg
- Discussed and voted to forward 2020-21 Annual Work Plan to AS Council with recommendation for approval, introduced by Mary
- Considered list of programs due and opting for program plan meeting with VPs and AS President this year; let Mary know if any program still wants to opt in or out of schedule
- Discussed two new questions on program plan rubric added over summer on racial equity and social justice; workgroup formed under Mary to help clarify questions and requirements for program plans – will report back next meeting
- Reviewed EdCAP Committee evaluations and introduced draft goals for committee for this year.

### **Fiscal Planning Committee (Co-chair: Erik Reese)**

Met Sep 22, 2020

- Developed draft goals for the 2020-2021 academic year to be reviewed and approved next month
- Established the Classified Prioritization meeting on November 24, 12pm-2:30pm and updated the prioritization assumptions, with a focus on equity, and partially based on feedback from last year and the new virtual environment
- Also reviewed the results from last year's classified prioritization and positions hired
- Discussed the initial guiding principles for budget reductions with the suggestion to incorporate racial and social justice elements that was introduced in the District Council on Administrative Services (DCAS)
- Brief discussion on enrollment in terms of Full-Time Equivalent Students (FTES) and mention of different ways that a district may calculate this number to be revisited in a future meeting after some research

### **FTCAP (Co-chair: Norm Marten)**

Met September 2, 2020

- During information updates:
  - Tracie Bosket indicated that there are 537 DE certified faculty.
  - Emergency notification system will complete testing in December.
- Committee reviewed committee and workgroup orientation and assignments of members to workgroups
- Lists of FRAWG/TRAWG/PAWG projects that were approved and funded were provided for committee membership to advise their constituencies.
- Goals for 2020/21 were set updated.

### **Professional Development Committee (Co-chair: Beth Gillis-Smith)**

Met August 19, 2020

### **Student Equity and Achievement Committee (Co-chair: Trulie Thompson)**

Met September 23, 2020

- Approved SEA 20-21 Goals
  - Review the 2018-2019 SEA Budget Expenditure Report
  - Use data to initiate strategies for improvement
  - Evaluate the process of budgetary requests for available SEA funding
  - Support Open Educational Resources (OER) and ensure that students have access to programs with little or no costs
  - Support the implementation of Guided Pathways at Moorpark College
  - Increase communication to faculty of SSSP, BSI and Equity best practices
  - Support the implementation of Raider Central and the Essential Needs of our students
- Update Reports
  - OER/ZTC
    - Cynthia Sheaks-McGowan reported that there are 242 Zero Textbook Cost designated courses, an increase from last year
    - Outreach/marketing efforts increased as well
    - Professional Development session offered to show how courses can be converted to ZTC.
    - OER is looking to expand advisory group, contact Cindy if you are interested
  - Men of Color Learning Community
    - Claudia Sitlington reported that 26 students are participating in Coun and Engl course as cohort
    - Looking to move these students to a different learning community this Spring
  - Raider Central
    - Tim Lumas reports collaborative effort with Ruben Castro is going great
    - Future goal would be for MC to become their own food pantry

- Raider Central is always looking for volunteers, contact Johnny Conley or Tim Lumas for more information
- Learning Support Advisory Committee
  - Rena Petrello and Vance Manakas developed an opportunity for student athletes—a tutor has been assigned to sports teams.
  - Basic Skills money that was inadvertently returned to State was finally given back to MC and we were able to refurnish 3rd floor of Library with new furniture
- Guided Pathways
  - Traci Allen invited all to the GP Retreat on the 25<sup>th</sup>
  - Success Teams are moving forward in October
  - PR Branding is key, utilizing technology and new website
- Review of 18-19 SEA Budget Report and DI Groups Review tabled for 10/28 meeting

**Student Learning Outcomes Committee (Co-chair: Dani Vieira)**

Met September 8, 2020

## **AS Council Liaison Reports for October 6, 2020**

### **Career Technical Education (Liaison: Christy Douglass)**

Met August 27, 2020

- LinkedIn Learning available for students for free during Fall 2020 semester [www.Linkedin.com/learning/activate](http://www.Linkedin.com/learning/activate) . Students can use their VCCCD email to gain access.
- California Community College Association for Occupational Education Fall 2020 conference will be virtual <https://cccae.org/event/fall-virtual-experience-conference-2020/>

### **Guided Pathways (Liaison: Traci Allen)**

Met September 8, 2020

Guided Pathways Retreat September 25, 2020

### **Open Educational Resources (Liaison: Cindy Sheaks-McGowan)**

**Open Education Resource Initiative (OERI) Liaison Report (9/25/20), Cindy Sheaks-McGowan:**

#### **Moorpark's ZTC Designations, Fall 2020**

This fall, we are offering 251 ZTC-designated courses on campus, which is a substantial increase over last fall when we offered 104 ZTC courses. This increase reflects the hard work and dedication of many of our faculty, as well as better reporting of available ZTC courses. Please make sure your courses are properly designated in the Schedule of Classes. California law (SB 1359) requires that the California Community Colleges "mark" course sections that have no associated textbook costs.

If you have fall courses that weren't identified, please let Cindy know and check the spring schedule for accuracy once it is available.

#### **What to Know More about OER and ZTC?**

Do you have questions about Open Education Resources and Zero Textbook Cost designations? Are there particular courses for which you are needing OER? Please contact Cindy at [csheaksmcgowan@vccd.edu](mailto:csheaksmcgowan@vccd.edu) or ext. 4819.

Additionally, the [ASCCC OERI website](https://asccc-oeri.org/) (<https://asccc-oeri.org/>) has numerous OER webinars archived. They also offer weekly webinars on Friday afternoons. Two upcoming sessions may be of particular interest:

## OER – A Simple Solution in Complex Times

**Friday, Oct. 2 – 3:00 PM to 4:00 PM**

*Register for OER – A Simple Solution in Complex Times*

In distressing economic times, with most students studying remotely, not all students have access to the textbooks they need to succeed. OER is a way to bring equity into your course by providing free digital content that you can customize for your students. Join us for an exploration of the many challenges that are effectively addressed by adopting OER.

**Copyright, Fair Use, and Piracy. Where does OER Fit In?**

**Friday, Oct. 16 – 3:00 PM to 4:00 PM**

*Register for Copyright, Fair Use, and Piracy. Where does OER Fit In?*

The use of OER and freely accessible digital resources has increased greatly during the pandemic as instructional faculty seek to support their students while teaching remotely. But an unprecedented situation does not give us permission to ignore copyright, “fair use”, and piracy. Join us for a refresher of these topics to ensure you’re demonstrating the academic integrity you expect of our students.

Finally, the OERI also has a Canvas site with discipline specific resources that have been created through OERI grants. Self-enroll in this course at <https://ccconlineed.instructure.com/enroll/7RJL33>.

"Enrollment" is necessary to participate in Discussions. Direct access to this page: [tinyurl.com/ASCCC-OpenEd](https://tinyurl.com/ASCCC-OpenEd)