

AS Council Standing Committee Reports for November 3, 2020

Curriculum Committee (Co-chairs: Letrissha Mai & Scarlet Relle)

Meets 1st & 3rd Tuesdays

Update from: 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)

Meets every 4th Wednesday

Met October 28, 2020

- Reminder that 5 hours paid re-certification is available by December through a self-paced class, email Tracie Bosket/Michael Aston if you are interested.
- Rachel Messinger presented her Canvas shell with examples on how to align to the CVC-OEI rubric. Email her if you'd like access or have questions.
- FLEX DE Planned sessions:
 - Using Accessibility Checker
 - Prepping Your Canvas Shell for Spring
 - Adaptive assessments
 - Canvas Studio
 - Equity Rubric
 - Joining Local POCR
 - Aligning your course
- Upcoming [DE Certification registration form](#)
- [Canvas Course Evaluator Requests](#)

EdCAP (Co-chair: Nenagh Brown)

Meets every 4th Tuesday

Met October 27, 2020

- Continued its review of the college Enrollment Plan for this second reading and voted to forward it to the AS Council.
- Brainstormed data metrics for effective online pedagogy in our online world; thanks to Shannon Macias and Matt Calfin, DE Committee co-chairs, for joining the discussion. A

mid-semester report will be presented to the committee in November to help inform its planning role, especially in relation to enrollment management.

- Evaluated the success of the Areas of Interest breakout exercise that was included in the Guided Pathways Retreat in encouraging cross-program plan synergy. Thanks to Traci Allen, GP Faculty Liaison, for joining the meeting. The consensus was to hold a similar exercise within the Areas of Interest annually and at a time that would allow for new ideas to be included in program plans.
- During this discussion interest expressed by several members for reviewing how to write the program plans more effectively, calling for more cross-program synergy at this point in the process.
- Introduced discussion on how to implement the Joint Meeting with Fiscal Planning Committee next semester, as now called for in the *Participatory Governance Handbook*.

Fiscal Planning Committee (Co-chair: Erik Reese)

Meets every 4th Tuesday

Met October 27, 2020

- Adopted goals for the 2020-2021 academic year that include more information on link between and allocations to local and district budgets, a focus on social justice, and implementation of a joint Fiscal/EdCAP meeting to review the previous planning and resource cycle and inform the new cycle
- Adopted classified prioritization assumptions, criteria, and guidelines and reviewed the process for the Classified Prioritization meeting on November 24, 12pm-2:30pm, which will be similar to that for this year's faculty prioritization. All updates to classified requests have a Nov 17 deadline so that final justification documents and ballot can be provided in a timely manner for enough time for review before the prioritization
- Discussed the updated initial guiding principles for budget reductions that is part of continuing discussions in the District Council on Administrative Services (DCAS). There was a suggestion to highlight racial and social justice elements by making these elements a stand-alone bullet towards the top of the list
- Reviewed the infrastructure model and the full-time equivalent student (FTES) report. Current estimates suggest Moorpark College is down 523 FTES from its target values

Facilities/Technology CAP (Co-chair: Norm Marten)

Meets every 1st Wednesday

Met October 7, 2020

The CTE Workgroup is now sending a representative F/T CAP to provide regular updates to F/T CAP and improve communications in reviewing/funding requests.

F/T CAP revised and updated this year's Goals:

1. Develop a more effective prioritization process for FRAWG, TRAWG, and PAWG requests; **evaluate "Other" requests and routing of these 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.

The addition of reviewing the "Other" category is to ensure that these items do not get overlooked as this category has not been reviewed previously in our workgroups.

These Goals were approved by the committee. Please pass on revised goals to Erik.

Finally, F/T CAP has received the program plans requests from Institutional Research and the Workgroups will begin meeting to review these requests.

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

Meets every 3rd Wednesday

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

Meets every 4th Wednesday

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 refurbish 3rd floor of Library with new furniture
- Guided Pathways
 - Traci Allen invited all to the GP Retreat on the 25th
 - 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)

Meets every 2nd Tuesday

AS Council Liaison Reports for September 15, 2020

Career Technical Education (Liaison: Christy Douglass)

Meets every last Thursday

Met September 24, 2020

SCCRC Regional Meeting: The South Central Coast Regional Colleges is a combined effort of eight member colleges in the region working to promote effective regional educational initiatives for its member colleges and stakeholders in support of local, regional, and statewide workforce development efforts. [Minutes from the September 18, 2020 meeting](#). The next regional meeting will be held online on October 16, 2020. More information can be found at <https://sccrcolleges.org/>

CCCAOE: The California Community College Association for Occupational Education is holding their Fall

Conference virtually with beginning September 30 with sessions being offered throughout the month of October. Several representatives from MC are attending. Collective notes and resources will be gathered and shared when sessions conclude.

LinkedIn Learning Partnership: A one-year regional partnership with LinkedIn Learning ends in January 2021. There are regional efforts to obtain funding to continue to offer this free resource to our students. This resource (originally Lynda.com) provides an ever growing collection of training videos and courses that can be easily integrated into online courses. A video showing features of LinkedIn Learning can be viewed at <https://bluejeans.com/s/fSpfE/> (skip to 6:30 to view demo).

Please contact Christy Douglass at cdouglass@vcccd.edu to have a LinkedIn Learning account created for you.

CTE Professional Development Funds: There are CTE Professional Development funds available for the 20/21 academic year. Any faculty interested in attending a virtual training relating to a CTE field is encouraged to apply for these funds.

Please contact Elizabeth Nielsen at elizabeth_nielsen1@vcccd.edu for additional information.

Strong Workforce Funding Changes: Adjustments for the use of Strong Workforce funds have been implemented statewide. These changes include the inability to spend SWP funds to support paid internships moving forward and the priority shift to supporting short-term training programs and non-credit/not-forcredit development in CTE. There is also increased communication that projects and data must reflect reality of the current labor market.

Please contact Michael Hoffman at mhoffman@vcccd.edu for additional information.

Perkins Reserve: \$5 million statewide. We are seeking a shovel-ready Perkins Reserve project that links student-centered approach, data, special populations and future workforce skills.

Please contact Michael Hoffman at mhoffman@vcccd.edu with ideas or to join the discussion.

For more information, please contact your CTE Faculty Liaison

Christy Douglass Email: cdouglass@vcccd.edu Cell: 805-807-6437

Guided Pathways (Liaison: Traci Allen)

Met September 8, 2020

Open Educational Resources (Liaison: Cindy Sheaks-McGowan)

AS OERI Liaison Report: October 2020

ZTC Course Designations

We have **266 ZTC courses** designated in the Schedule of Classes for Spring 2021 (up from 251 in fall 2020.) Is your course properly designated? Please check the Schedule for accuracy.

Here's the breakdown of fall 2020 ZTC offerings by discipline.

Discipline	Total ZTC	Percent	Discipline	Total ZTC	Percent
Accounting	1	4%	Graphics	15	100%
Art	4	5%	History	5	11%
Astronomy	7	50%	Journalism	9	100%
Business	10	23%	Math	18	10%
Child Development	24	71%	Multimedia	5	100%
Communication Studies	51	76%	Music	31	65%
Counseling	2	8%	Philosophy	2	9%
Computer Science	6	46%	Photography	3	17%
Dance	2	5%	Political Science	12	43%
Economics	2	11%	Psychology	4	7%
English	2	1%	Registered Behavior Technician	2	100%
Environmental Science	7	100%	Sociology	15	41%
Geology	6	38%	Theater Arts	6	10%

* If you have fall courses that weren't identified in the SOC, please let Cindy know (csheaksmcgowan@vcccd.edu)

Want to know more or get involved in supporting this effort on campus?

- OER Basics & Searching Workshop (Announcement included at the end)
 - **November 16, 2020, 4:00 to 5:00 p.m.**
 - **Zoom Link:** <https://cccconfer.zoom.us/j/96502846212>
- MC OER/ZTC Steering Committee: Please let Cindy know your interest. I would like to arrange a meeting to get started this semester.

Academic Senate for the CA Community Colleges Resources and Opportunities

The [ASCCC Open Education Resources Initiative](#) has archived numerous OER Webinars that might be of interest to you! Here's just a few:

- Teaching Art and Art History Online Using OER (April 23, 2020) - [Watch Teaching Art and Art History Online Using OER webinar recording](#)
- Teaching Math Online Using OER (April 16, 2020) - [Watch Teaching Math Online Using OER webinar recording](#)
- Teaching Physics Online Using MyOpenMath and other OER (April 16, 2020) - [Watch Teaching Physics Online Using MyOpenMath and other OER webinar recording](#)

The ASCCC OERI has also been supporting the development of OER. [The products of their 1st Request for Proposals](#) are now available. And, [in early 2020, they funded twenty-four additional OER projects.](#)

Below are links to a guide for OER Currently Used in the California Community Colleges in the following disciplines: Anthropology, Art History, Biology, Business Administration, Communication Studies, Computer Science, Geography, Math, Physics, Psychology, Sociology, and Studio Arts:

- [By California State University General Education](#)
- [By Transfer Model Curriculum](#)

Cool4Ed also has a guide to search for OER by C-ID

- [By C-ID](#) – “C-ID” refers to the [Course Identification Numbering System](#) that establishes articulation among the California Community Colleges.
OER/ZTC Support: Searching for Open Textbooks and Alternative Content



With the spring semester just around the corner, are you looking for resources to build your online course or have you considered adopting an open textbook? Please join me for a quick review of the major OER repositories followed by an opportunity to search for open educational resources in your discipline. To get a head start on the search, bring your course learning outcomes to our session.

Goals for the session include:

- Identify at least one major OER repository with materials in your discipline.
- Utilize OER search engines to find materials in your discipline.

November 16, 2020, 4:00 to 5:00 p.m.

Zoom Link: <https://cccconfer.zoom.us/j/96502846212>

Questions?

Contact: Cindy Sheaks-McGowan, ZTC Coordinator csheaksmcgowan@vcccd.edu