

Moorpark College Academic Senate Council Minutes

Tuesday, Nov 17, 2020, 2:30 – 4:00 PM via [Zoom](#)

Mission Statement: *With a “students first” philosophy, Moorpark College empowers its diverse community of learners to complete their goals for academic transfer, basic skills, and career education. Moorpark College integrates instruction and student services, collaborates with industry and educational partners, and promotes a global perspective.*

All handouts are available on the [Academic Senate handout website](#)

I. Public Comments

- A. Jolie Herzig – Thursday, November 19th at 4:30pm ACCESS will present “Get a Good Laugh In, With ACCESS”, a zoom show featuring Aubrey Saverino’s Improv class and professional comedians with disabilities.
- B. Nathan Bowen – Three free streamed music events coming up including Music Technology’s “Stream Jam 4” Thursday, November 19th at 7:30pm, Jazz Ensemble’s “All About Jazz” Friday November 20th at 7:30pm, Wind Ensemble’s “Dynamic Evening of Music” Saturday November 21st at 7:30pm.
- C. Hugo Hernández – Beatriz Herrera sent a survey monkey to see if you want to be on campus, hybrid, or off campus in the Summer 2020 and Fall 2021. Any feedback you can provide is great. If you think there needs to be changes to the contract to allow for this in the COVID or post-COVID world, please provide comments.
- D. Nenagh Brown – Thank you all for your consideration for agenda item 5A, the standing committee co-chairs. You have read my statement and I want to say thank you for your consideration.

II. Approval of Minutes (Consent)

- A. **November 3, 2020 (Consent)**
 1. No comments.

III. Unfinished Business

- A. **Academic Senate Council and Standing Committee Representation Updates (Consent)**
 1. No updates and no comments.
- B. **Approval of Consent Agenda**
 1. Consent calendar only includes the minutes.
 - a) **Chuck Brinkman moves to approve consent agenda**
 - b) **Vance Manakas seconds the motion**
 - c) **Roll call – Unanimously approved (Abstentions: Gary Wilson, Adam Black, Marcos Enriquez)**

C. Elections Committee for Officer Elections term starting June 1, 2021

1. The election committee including Cynthia Sheaks-McGowan, Danielle Kaprelian, and Felix Masci present the results of the election
 - a) *67 total votes*
 - b) *Treasurer – Ruth Bennington with 94% of the vote*
 - c) *Secretary – Nicole Block with 100% of the vote*
 - d) *Vice President – Tiffany Pawluk with 56% of the vote*
 - e) *President – Erik Reese with 97% of the vote*
2. Felix - We did have two write-ins. If the percentages are slightly off it is because there was another vote for Treasurer and President.
3. Erik – Thank you Cynthia, Danielle, and Felix for running the election. We welcome our continuing team for 2021-2023.

IV. Information Items

A. Board policies (BPs) and administrative procedures (APs)

1. There are quite a few Board Policies and Administrative Procedures that come through all the time. There is representation from faculty on all of these. I thought I would provide a few so you can see how things work. You can also find them and more on the Board Docs website under Policies:
2. <https://go.boarddocs.com/ca/vcccd/Board.nsf/vpublic?open=>
3. If you look at the bottom of each one you can see what committees they have gone through and the various stages of approval.

V. New Business

A. Standing Committee Faculty Co-Chair Elections

1. Documentation, including candidate statements, was sent out a couple of weeks ago as per our bylaws and it was all posted on the Elections page. As people accepted nominations, we posted that information as is the intent of the new Elections Rules.
<https://www.moorparkcollege.edu/faculty-and-staff/academic-senate/elections>
2. These positions start on June 1, 2021 for two-year terms.
3. The candidates include:
 - a) *Curriculum Committee: Letrisha Mai and Scarlet Relle*
 - b) *Distance Education Committee: Shannon Macias*
 - c) *Education Committee on Accreditation and Planning (EdCAP): Nenagh Brown*
 - d) *Facilities and Technology Committee on Accreditation and Planning (FTCAP): Norm Marten*
4. Erik - We have one candidate for each position. Traditionally we vote separately, but we could streamline them into one vote.
5. **Motion to proceed in one bulk vote format by Matthew Morgan**
 - a) *Jolie Herzig seconds the motion.*
6. **Vote to approve all the faculty co-chair nominations for the standing committees.**
 - a) ***Unanimously approved (Abstentions: Vance Manakas, Adam Black)***
7. Erik - Thank you for everyone for agreeing to perform those very important roles. Faculty voice is critical so thank you very much for that.
8. Three standing committees do not yet have any co-chair nominations. Those committees are Professional Development, Student Equity and Achievement, and Student Learning Outcomes. We will revisit those committees in the spring and fill those remaining positions. Maybe it is time to rethink some of our committees. Maybe they should morph or maybe they should combine.

- a) *Comment – I have heard somebody else is interested in one of the remaining co-chair positions.*
- b) *Erik - Please have them contact me to express their interest. We will run the official elections in Spring.*

B. Enrollment Management Plan

1. This is a subset of the annual work plan focused on enrollment areas with associated metrics. It takes the work that we have already approved into a smaller, more focused plan. It was recommended for approval at the EdCAP October 27 meeting.
2. Nenagh – As EdCAP Co-chair, a couple of notes about this for your approval. We are trying to have an annual enrollment plan. This is the second annual one we have seen. Even thinking one year ahead is too far. We accept that this a fluid document. Our strategies and tactics are changing month by month. We did make some substantial changes. EdCAP has added two things including attention to examining social justice and to consider COVID-19 up front when considering enrollment. I would like to present it from EdCAP with the proviso that we know we are all changing our ideas about enrollment all the time.
3. Erik – This is the first read and we have been asked to bring it to a formal vote at our next meeting at its second read. Any questions or comments?
 - a) *No comments.*

C. Fiscal and EdCAP Joint Meeting

1. Fiscal and EdCAP will have a joint meeting on February 23rd. We will review the previous planning and resource cycle to inform the upcoming planning cycle for the next year. It will involve the prioritized lists from various committees.
2. Nenagh – A third goal is to provide a venue for increased transparency. We prioritize in our various standing committees and we do not always know how our prioritizations are received for funding. Everyone can understand what was prioritized and what was funded and how it fits into our annual work plan. It is a great step forward.
3. Erik – Funded and completed project information can be found at the bottom part of planning page on the website
 - a) <https://www.moorparkcollege.edu/departments/administrative/institutional-research-and-planning/college-planning>

D. Academic Senate Constitution

1. It has been six years and it is time to review the Constitution and start thinking about it. It is also time to review the By-Laws in the Spring, which need to be reviewed every two years. The constitution is relatively short. We are open to ideas as to how to approach it. We can break it up into small bits or we can assign it to a workgroup. Questions or comments?
 - a) *No comments.*
 - b) *Nenagh Brown volunteered to help with the constitution (in the Zoom chat).*

E. California Community College Chancellor’s Office (CCCCO) Executive Order on Suspension of Grade-Related Regulations

1. Extended through December 31st, students have the option for COVID-19 Excused Withdrawals (EW) as long as it is COVID-19 related. They also have extended the deadline for Pass/No-Pass grading through December 31st. But, if a class can only be taken for a letter grade it cannot be taken for Pass/No-pass now. The Petition for Excused Withdrawl and the Pass/No-Pass Deadline Waiver give students more options to move forward. This information is being sent to students and will also be sent to faculty.
 - a) *Main themes from the discussion are:*
 - (1) Senators expressed concern that students may not be getting all the needed information regarding the EW and Pass-No/Pass options.

- (2) The standardized message from administration to all faculty, staff, and students about the options should include the suggestion for students to seek the advice of counselors before making decisions and that currently an EW and Pass/No-Pass request must be student initiated.
- (3) Ideas on how to disseminate this information include:
 - (a) Administration put the information in all the Canvas shells
 - (b) Faculty put it in their Canvas Announcements
 - (c) Faculty send out information to all students who have already dropped through their roster
 - (d) Student workers in each division notify students who have already received a W.
- (4) Senators requested exploring the possibility of converting each student's W this semester to an EW.
- (5) To clarify, students have the ability to wait and see what they got in the class and then request the Pass/No-Pass or EW before December 31, 2020.
- (6) The EW and Pass/No-Pass fillable forms are available on the admissions and records website. Neither requires additional documentation proof, but the EW does need the student to write that the justification is COVID related.
 - (a) <https://www.moorparkcollege.edu/departments/student-services/admissions-records/forms>

b) Erik – It sounds like we would like standardized language sent to all faculty. And, ideally a message right in Canvas as a message to all students. I will bring this to management. Thank you for all your input.

F. Academic Senate for California Community Colleges (ASCCC) 2020 Fall Plenary

- 1. Erik – Delegates from Academic Senates from across the state gather to discuss and vote on resolutions at Plenary. Each college has one vote and then we vote on state-wide resolutions that guide the 14-member executive team to implement the recommendations and requests from the resolutions.
- 2. Nicole – Overall it was a three-day event with the overall arching theme being anti-racism. A few of the things that I found interesting include:
 - a) We need to understand we are all part of the problem.*
 - b) Belonging uncertainty is a major threat to first generation college students, Black, Latinx, and Indigenous students.*
 - c) It is okay to extend deadlines for some and not others.*
 - d) Consider sending messages and feedback to students using audio and video.*
 - e) Students equate quality of a course with an instructor who cares.*
 - f) Get comfortable with being uncomfortable. Have consequences for programs and instructors who are not successful with Black students.*
 - g) Embed equity training in all forms of professional development for faculty and all policies should be viewed with an equity lens.*
- 3. Ruth – Most important for me was the scholarship situation in general and how inequitable it turned out to be for other colleges. And it was not intentional. Some of the results they found include:
 - a) Lowest application rate was with white students yet they got the most scholarship awards.*
 - b) Students of color across the board received less scholarship awards.*
 - c) First generation students received less than their peers.*
 - d) Asian Americans had the biggest gap between application and awards.*

- e) *If the application requires a minimum amount of units, it eliminates some of those who needed the scholarships the most.*
 - f) *GPA requirement also contributed to these inequities.*
4. Tiffany – One of my favorite presentations was a discussion that eventually will lead to a publication. What was handled correctly during COVID and what did not work out?
- a) *Student support, pedagogy, training.*
 - b) *Faculty did pretty much everything but were not compensated enough.*
 - c) *Needed continued training but it still was not enough.*
 - d) *CARES act was not all distributed. Students still needed wifi and computers.*
 - e) *Lots of successes including schools that had drive-thru food pantries.*
 - f) *Look for that publication to come out.*
5. Cindy – Went to a couple things on hiring practices.
- a) *Have students on faculty hiring committees. I was really taken with that idea.*
 - b) *Our Registered Behavior Technician proposal was approved and am excited for that.*
6. Erik – As the delegate, I wrote up and posted a summary of the virtual event. I did miss the in-person ambiance of sharing meals and I did miss the dynamism of the amendments flying around to get signatures. The theme was Addressing Anti-Blackness & IDEAs, Inclusion, Diversity, Equity, and Anti-racism. Here are just a few highlights with a more complete summary available on the Senate handout site.
- a) *A couple of resolutions focused on ethnic studies. The bottom line is the recommendations were that ethnic studies should be its own GE and graduation requirement. The recommendation is that instructors teaching these courses should meet the minimum qualifications of ethnic studies. This is what the Senate body recommends but it goes through a lot of other steps and processes as part of the consultation process. It will also help to get more information and clarity from the Cal State system about their new ethnic studies requirement.*
 - b) *New Discipline: Registered Behavior Technician. This new discipline introduced by Moorpark was approved after being delayed due the cancelled Spring Plenary. This must appear in the disciplines list from the Chancellor's office before it is an official discipline. I will bring back more information on the timeline for that.*
 - c) *The resolutions are also posted so you can peruse them.*
- (1) [ASCCC Fall 2020 Adopted Resolutions](#)

G. AP 7120-D Full-time Faculty Hiring

1. The role of the Hiring Facilitator is being reviewed by HR right now. The AP/BP for this are being reviewed and we were asked to bring this to faculty for input. There are some things we can consider. Take a look to see where we can improve and remove barriers.
- a) *Are committees allowed to decide whether they can do an online evaluation or not? If people do not live nearby that will cut people out.*
 - b) *If district-wide equivalency committee did not complete their task, the candidates requesting equivalency can be ignored.*
 - c) *There are some things that we want to reconsider to move us in the right direction and welcome suggestions and feedback*

H. VCCCD Making Decisions Handbook Revision

1. Request from the district. It is a big task to go through the entire handbook to understand how all the committees at the district interact with each other and with the committees at the colleges. My idea is to divide it up into small chunks of 3-5 pages. The ask is that each of you read a maximum of 5 pages by the next meeting. (The VCCCD Decision Making Handbook draft is published on the Handouts page.)

- a) *Pages 5-10: ACCESS, Athletics, Behavioral Sciences*
- b) *Pages 11-15: Business Admin, Chemistry/Earth Sciences, Child Development*
- c) *Pages 16-20: Counseling, EATM, English*
- d) *Pages 21-25: EOPS, Health Education / Kinesiology, Health Sciences*
- e) *Pages 26-29: Library, Life Sciences, Mathematics*
- f) *Pages 29-33: Media Art/Comm Studies, Performing Arts, Phys/Ast/Engr/CS*
- g) *Pages 34-36: Social Sciences, Student Health Center, Visual Arts*
- h) *Pages 37-41: World Languages, Part-time Faculty*
- i) *Page 42: Quite the graphic. Take a look.*

VI. Adjournment 4:00pm

ACADEMIC SENATE COUNCIL REPRESENTATIVES 2020 – 2021

POSITION	NAME	Present	POSITION	NAME	Present
ASC President	Erik Reese	ER	Library	Danielle Kaprelian -	DK
ASC Vice President	Tiffany Pawluk	TP	Life Sciences	Jazmir Hernandez Audrey Chen	JH
ASC Secretary	Nicole Block	NB	Mathematics	Marcos Enriquez Phil Abramoff	ME / PA
ASC Treasurer	Ruth Bennington	RB	Media Art / Comm Studies	Jenna Patronete Jamie Whittington Studer	JP
ACCESS	Jolie Herzig Silva Arzunyan	JH	Performing Arts	John Loprieno Nathan Bowen	JL / NB
Athletics	Vance Manakas Mike Stuart	VM	Physics / Ast / Engr / CS	Chrystin Green Scarlet Relle	CG
Behavioral Sciences	Dani Vieira Kari Meyers	DV	Social Sciences	Matthew Morgan Susan Kinkella Rex Edwards	MM
Business Administration	Josepha Baca Reet Sumal	JB	Student Health Center	Sharon Manakas Silva Arzunyan	SM
Chemistry / Earth Sciences	Roger Putnam Rob Keil	RP	Visual Arts	Svetlana Kasalovic Cynthia Minet	CM
Child Development	Cindy Sheaks- McGowan Shannon Coulter	CSM	World Languages	Perry Bennett Alejandra Valenzuela	PB
Counseling	Chuck Brinkman Jodi Dickey	CB	Part-time Faculty Representative	Felix Masci Dan Darby	FM
EATM	Gary Wilson Cindy Wilson	-	AFT Representative (non-voting)	Hugo Hernandez	HH
English / ESL	Sydney Sims Jerry Mansfield	SS	CTE Liaison (non-voting)	Christy Douglass	CD
EOPS	Marnie Melendez Angie Rodriguez	AR	GP Liaison (non-voting)	Traci Allen	TA
Health Education / Kinesiology	Adam Black -	AB	Student Liaison (non-voting)	Scott Pugh	SP
Health Sciences	Michelle Dieterich Jamee Maxey	JM	Committee Co-Chairs (non-voting)	Nenagh Brown Shannon Macias	NB / SM

11/17/20 Guests – Renee Butler, Daniel Darby, Perry Martin Jr

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