

# Moorpark College Academic Senate Council Minutes (Draft)

Tuesday, April 21, 2020, 2:30 – 4:00 PM in the Campus Center Conference Room

**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.*

See all handouts here on the [Academic Senate website](#)

## I) Public Comments

- A. Ruth Bennington – The new pantry hours starting next Tuesday, April 28, are at 1 – 4 PM, just one session.
- B. Cecilia Nguyen
  - 1. ASMC elections started today, and close tomorrow at 8 PM. Students vote on their my.vcccd portal.
  - 2. Alternative graduation plans will happen virtually. Emails have been sent out to students. It will happen through a website.

## II) Approval of Minutes

- A. March 31, 2020 – Renée Butler
  - 1. **Motion to approve the minutes was made by Chuck Brinkman and seconded by Ron Wallingford.**
  - 2. Discussion: Sydney Sims made a few spelling corrections.
  - 3. **Voted to approve the minutes as corrected with abstentions from Erik Reese.**

## III) Unfinished Business

- A. AS committee updates – Renée Butler
  - 1. In the ACCESS, Kinesiology, Athletics, Math, DE and Teaching and Learning division, Phil Abramoff will be the AS Council alternate representative for the mathematics department.
  - 2. **Motion to approve this updated AS Council and Standing Committee membership made by Jolie Herzig and seconded by Chuck.**
  - 3. **Voted to approve this updated membership unanimously.**
- B. *Moorpark College Decision-Making Handbook: 1<sup>st</sup> draft* – Nenagh Brown
  - 1. Members should read the White Paper that summarizes the main changes currently suggested to the *Decision-Making Handbook*. She went over some of the key ones that need Senate input at this stage.
  - 2. This handbook has been redone every 3 years, because the strategic plan was done every 3 years and it was linked to that. We could decide to renew it every 5 years and this would be in line with our current Strategic Plans. There was no opposition stated to this from the Council members.
  - 3. Erik Reese – You can still revisit this document within the time span. The four presidents who sign the document need to be in agreement to make a change.

4. The title “Governance committees” instead of “Standing committees” was suggested by the Council’s Workgroup on the *Handbook*. There is some discomfort from the management with this change as they do not see all of the standing committees equally as participatory governance committees making formal recommendations through the ASC to the College President. “Standing committees” are the 8 committees referred to in 2.1.2.
  5. Hugo Hernandez – “Governance committees” describes what we are doing in the committees.
  6. Tiffany Pawluk explained that she did not understand what a standing committee was when she started at MC and believes that this will clarify the meaning. We could use “Participatory Governance committees.”
  7. Sydney suggested using “Shared Governance, a term Nenagh noted was used several years ago in place of “PG.” Renée agrees with Sydney that “Shared Governance” would be a good choice.
  8. 2.1.2.1-8 – Classified membership has been increased on some of the 8 standing committees. Student and Classified representatives will be advisory representatives on the Curriculum committee; the Student representative on the DE Committee will also be advisory; both the classified and student reps will be voting members on all other standing committees.
  9. 2.1.2 A new addition is that co-chairs may approach voting members to attend meetings to be quorum.
    - a) Sydney stated that this does not sound appropriate in this document.
    - b) Vance Manakas believes it is a great idea, suggesting “may” should be changed to “will”, to help hold accountability for those who are in those positions. Sometimes the people don’t know that they are on the list as a voting representative.
    - c) Marnie agreed with Sydney – Why should this be in writing? It seems childish.
  10. Chapter 3 – 3.3 The FT Faculty Prioritization timetable was discussed, now with a process for Restricted Fund position prioritization to ensure the recommendations are followed up on, and it was noted that we can refer to this chart if it is not being followed by management or by the AS.
  11. Svetlana Kasalovic asked about 3.2. on the college budget timeline. We have flow charts for some monies but not for others and we are aiming for more transparency. Nenagh stated that we are working on this.
  12. We cannot expect all of these suggested changes to be approved by all four signatures but we are making significant progress in some areas. We would like to vote on this at the next Council. 10+1 participatory governance needs to be very strong, especially at this time.
- C. ACCJC Midterm Report – Nenagh Brown
1. No changes have been made to this document. The evidence goes into a separate folder.
  2. Nenagh asked for ASC to recommend this document.
  3. **Motion to approve the ACCJC Midterm Report was made by Sydney, and seconded by Vance.**
  4. **Voted to approve this document unanimously.**

5. Oleg Bespalov – For this Report we had very clear goals from the 2016 document which made it significantly easier to compose the Midterm Report. Thank you to the college, and to those involved with the 2016-2019 plan.
6. Erik asked if there will be a hyper link file. Oleg confirmed with a yes for now, and that they will contact ACCJC as to how they want it posted.
7. Nenagh - Thank you to Oleg! Congratulations to everyone!
8. This document goes to the BOT in June.

#### **IV) Consent Calendar**

- A. VCCCD Technology Strategic Plan
  1. Postponed for a future meeting.

#### **V) New Business**

- A. Basic Needs Center presentation  
Presented by Kristen Robinson, Student Activities Specialist, and Marnie Melendez, EOPS/CARE/CalWorks Director
  1. Marnie – many thanks to those who worked on this work group.
  2. Sharon Manakas
    - a) This work group started in 2019, along with the Associated students, to look at the basic needs of MC students.
    - b) Many interviews and surveys were conducted to find out the basic needs of students.
    - c) Housing and food insecurity were the main concerns. And these surveys were done before the current pandemic.
  3. Kristen
    - a) Our goal is to address our students’ basic needs.
    - b) Our sister colleges have taken steps already to address students’ basic needs.
    - c) Our plan will include Cal Fresh benefits.
    - d) The goal is to start this program in Fall 2020.
    - e) There is a real need to have someone full time to run this program.
  4. Marnie
    - a) The Polly Room is a good location, close to the student government center, and could provide the oversight for when the room is open.
    - b) It is in close proximity to the pantry, has easy initial oversight, and it is currently an underutilized space.
    - c) “Raider Center” is the winner of the name for this new location.
  5. Johnny Connelly
    - a) Johnny shared information about the initial set-up costs to get this basic needs center program off the ground, and the projected annual cost.
    - b) There is a hunger free grant that is \$94,000 which may be able to help fund this center.
    - c) There may be a soft roll out this Fall 2020.
  6. Questions:

- a) Ruth – The food pantry can provide food to students every week. The food pantry room needs to be cleaned and old equipment in the kitchen needs to be taken out.
  - b) Perry ask if taking out that equipment, would we never have a kitchen on campus?  
Ruth explained that the equipment is old and not functional.
7. Nenagh made a suggest to this work group that if a formal recommendation from the ASC is needed, to please feel free to do this.
  8. Marnie – The leadership/administration needs to see that there is value in this center; it is a very much needed resource and they need to move this forward.
  9. Sharon – Faculty do not make the decisions on financials, but a vote of recommendation from ASC will send a strong message to the administration.
- B. AS scholarship ratification – Ruth Bennington
1. Thank you to Vance, Felix Masci, and Christy Douglass, for being on this work group.
  2. These winners will receive \$500 each: Nishka Vipul, Nicole Dianne Misicka, Kelvin Manuel Hau Canche
  3. We had 17 applicants. Three of those were ineligible because they did not have a minimum of 30 units at MC.
  4. **Motion to ratify these three AS scholarship winners was made by Ruth, and seconded by Jolie.**
  5. **Voted to ratify these three AS scholarship winners unanimously.**
  6. Changes to the procedures for AS scholarships will be suggested in the Fall 2020.
- C. AS monthly budget report – Ruth Bennington
1. ASC received \$3480 from full-time faculty automatic yearly donations, and \$96.04 from full-time and part-time faculty one-time donations.
  2. Ruth reviewed other entries on the budget report.
  3. Sydney asked if we are saving money since the Brunch is cancelled. Renée explained that we are not because the cost of putting on the Brunch is close the ticket sales, so the two cancel each other out.
  4. Nenagh noted that the regular cost for the plaques for the Annual Awards will come a little later.
- D. AS Council Goals and Accomplishments
1. Postponed for another meeting.
- E. AS Annual Awards update – Erik Reese
1. The ASC wants to continue on with the awards.
  2. There will be an electronic ballot, since there is no time for a paper ballot.
  3. The procedures were not updated on time.
  4. The timeline was discussed. The deadline to nominate someone for an award is a week from today.
  5. ASC will ratify the results at the next ASC meeting.
  6. At this time, we are not sure how we will be honoring the winners.
  7. **Motion to approve the nomination form for the AS Annual Awards was made by Ron and seconded by Mary LaBarge.**
  8. **Voted to approve this document unanimously.**

9. Nenagh shared that Julius thinks it would be extremely nice to honor the Annual Award winners and MC retirees on the same Monday that the brunch was to be scheduled, during the MC Campus Update forum.
10. Sydney reminded everyone that we, as AS senators, or alternate representatives, cannot be nominated for the awards.

F. Covid-19 update

1. No report at this meeting.

**VI) Reports**

See handouts on AS website

- A. Officer reports
- B. Faculty Liaison Reports
- C. Governance Committee Co-Chair Reports

**VII) Announcements**

- A. April 24<sup>th</sup>, 9 – 12pm: Strategic Planning Retreat (virtual)
- B. May 14/15: Graduate Celebration website launched

**VIII) Adjournment**

- A. Meeting adjourned at 4:02 PM.

ACADEMIC SENATE COUNCIL REPRESENTATIVES 2019 – 2020

| POSITION                          | NAME                                    | Present | POSITION                             | NAME  | Present |
|-----------------------------------|---|---------|--------------------------------------|---|---------|
| ASC President                     | Nenagh Brown                            | NB      | Library                              | Mary LaBarge<br>Danielle Kaprelian              | ML      |
| ASC Vice President                | Erik Reese                              | ER      | Life Sciences                        | Jazmir Hernandez<br>Audrey Chen                 | JH      |
| ASC Secretary                     | Renée Butler                            | DRB     | Mathematics                          | Chris Copeland<br>Curtis Paul                   |         |
| ASC Treasurer                     | Ruth Bennington                         | RB      | Media Art /<br>Comm Studies          | Jenna Patronete<br>Nicole Block                 | JP/NB   |
| ACCESS                            | Jolie Herzig<br>Silva Arzunyan          | JH      | Performing Arts                      | John Loprieno<br>Nathan Bowen                   | JL      |
| Athletics                         | Vance Manakas<br>Mike Stuart            | VM      | Physics / Ast /<br>Engr / CS         | Ronald Wallingford<br>Scarlet Relle             | RW      |
| Behavioral Sciences               | Dani Vieira<br>Kari Meyers              |         | Social Sciences                      | Matthew Morgan<br>Susan Kinkella<br>Rex Edwards | MM      |
| Business<br>Administration        | Josepha Baca<br>Reet Sumal              | JB      | Student Health<br>Center             | Sharon Manakas<br>Silva Arzunyan                | SM      |
| Chemistry /<br>Earth Sciences     | Tiffany Pawluk<br>Deanna Franke         | TP/DF   | Visual Arts                          | Svetlana Kasalovic<br>Cynthia Minet             | SK      |
| Child Development                 | Cindy Sheaks-McGowan<br>Shannon Coulter | CSM     | World Languages                      | Perry Bennett<br>Alejandra Valenzuela           | PB      |
| Counseling                        | Chuck Brinkman<br>Jodi Dickey           | CB      | Part-time Faculty<br>Representative  | Felix Masci<br>Dan Darby                        | FM/DD   |
| EATM                              | Gary Wilson<br>Cindy Wilson             |         | AFT Representative<br>(non-voting)   | Hugo Hernandez                                  | HH      |
| English / ESL                     | Sydney Sims<br>Jerry Mansfield          | SS      | CTE Liaison<br>(non-voting)          | Christy Douglass                                | CD      |
| EOPS                              | Marnie Melendez<br>Angie Rodriguez      | MM      | GP Liaison<br>(non-voting)           |   |         |
| Health Education /<br>Kinesiology | Remy McCarthy<br>Adam Black             | RM      | Student Liaison<br>(non-voting)      | Cecilia Nguyen                                  | CN      |
| Health Sciences                   | Michelle Dieterich<br>Dalila Sankaran   | MD      | Committee Co-<br>Chairs (non-voting) | Beth Gillis-Smith                               | BGS     |

Guests: Kristen Robinson; Johnny Connelly; Dean Oleg Bespalov; Shannon Macias