

Moorpark College Academic Senate Council Minutes

Tuesday, May 5, 2020, 2:30 – 4:00 PM via Zoom (Link: [AS Council 5 May 2020](#))

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 \(AS\) website](#)

I) Public Comments

- A. Chuck Brinkman – Monday, May 11 at 5 PM EATM virtual graduation for about 40 students - will be on the fb page.
- B. John Loprieno – Students created their One-Act plays in an online format. Suzanne Fagan did a great job.
- C. Jolie Herzig – ACCESS updated the confidential memo for students in an online format that will be emailed out to professors directly with the student copied on the email.
- D. Hugo Hernandez – Elections are coming up for the AFT. The Executive council meets on May 8 to determine if they will continue according to the constitution with paper mail-in ballots or to have voting online.
- E. Vance Manakas – Women’s basketball coach position offered; we will have another full-time instructor on campus.
- F. Christy Douglass – CTE Workgroup met two weeks ago to do our Perkins allocations. We will find out how funding went for Strong Work Force funding soon.
- G. Sharon Manakas – Thank you to the faculty who have notified me about students that they are concerned about. The responses have been very favorable. Our counseling continues by zoom and by phone. An email was sent out regarding our resources.

II) Approval of Minutes

- A. April 21, 2020 – Renée Butler
 1. **Motion to approve the minutes was made by Chuck and seconded by Tiffany Pawluk.**
 2. **Voted to approve the minutes with abstentions from Cynthia Minet and Erik Reese.**

III) Unfinished Business

- A. *Moorpark College Decision-Making Handbook* – Nenagh Brown
 1. The four signatures on this have met with extensive conversations.
 2. Rename the committees: management still unwilling to change “standing committees” to “governance committees.” “Standing Committee” is the formal name from Roberts Rules of Order for committees that have a continued existence and function and are responsible for a particular subject matter. Changing the name also implies that the other committees in the Handbook are not also part of the participatory governance processes of our college.
 3. . Title: Had conversation with the Classified Senate and Associated Students. “MC Participatory Governance Handbook” everyone agrees on.

4. When committees don't reach quorum, what do we do? The Co-Chairs were asked about this. There is new wording in 2.2.1 following their joint recommendation.
5. **Motion to approve the Moorpark College Decision-Making Handbook was made by Ruth Bennington, seconded by Ron Wallingford.**
6. Discussion:
 - a) Sydney Sims did not realize there was a problem with achieving quorum for some standing committees so she withdraws her comment from the last Council meeting.
 - b) Marnie Melendez – Where do the alternates fit in? This would be another option that the four representative groups could use to ensure representation on the standing committees, to send their alternate. Nenagh will put a general statement about alternates within this section.
 - c) Cynthia Sheaks-McGowan likes the change of the title. It more accurately describes what we are doing.
 - d) Discussion about the title of standing committees pursued with other suggestions given.
7. **Voted to approve the document, with the understanding that the title of 'standing committee' might not be changed; passed unanimously.**

B. Basic Needs Center – Sharon Manakas

1. We are already looking for someone to work in the basic needs center.
2. **Motion: Academic Senate recognizes the work of the Basic Needs Workgroup and the value of a centralized place for students to have their basic needs met. The Academic Senate therefore recommends, particularly at this time, the establishment of a Basic Needs Center at Moorpark College to support student success, as outlined by the Basic Needs Workgroup. Motion made by Jolie and seconded by Ruth.**
3. **Voted to approve this motion and passed unanimously.**

IV) **Consent Calendar**

A. VCCCD Technology Strategic Plan

1. FT CAP approved this plan.
2. **Motion to approve the district's strategic plan made by Chuck, second by Ron.**
3. **Consent Calendar passed unanimously.**

V) **Informational Items**

A. Dual Enrollment (DE) Update Report

B. BP/AP 4105 Distance Education

C. AP 5220 Showers for the Homeless

1. We approved this previously at 3 units. Chancellor's Cabinet rejected it stating it needs to be at 9 units. The compromise is 6 units.
2. The college president can make exceptions.

D. AP 5055 Enrollment Priorities

1. ASMC officers will now receive Tier 2 enrollment priority for the spring semester to enable them more easily to continue their participatory governance committee work.

VI) New Business

A. Emergency Temporary Distance Education Blanket Addendum - Letrisha Mai and Scarlet Relle

1. Letrisha – Thank you for letting us join your meeting regarding a time sensitive item.
 - a) All courses online must have a DE addendum by Title 5.
 - b) ES 20-12 Emergency temporary blanket addendum from Chancellor's office.
2. Scarlet
 - a) The chancellor's office is honoring our request for this, but comes at a cost.
 - b) They want to see a summary of the curriculum timeline, how we are preparing to teach online and abide by our CLOs.
 - c) Curriculum co-chairs propose:
 - i) December 30, 2020 - need to make courses DE.
 - ii) Courses that can be converted should be uploaded to course leaf.
 - iii) Courses not ideal, but only in an emergency situation, complete a FOMA Fully online by mutual agreement to use only in an emergency. Such courses that cannot must have their own contingency plan that includes course cancellation.
 - d) This fall semester we will take these courses through the curriculum committee.
3. Questions:
 - a) Jolie asked if this is only for courses not already online? – Correct.
 - b) Vance – This was sent out to faculty who are teaching this summer. Can you forward this to the AS senators and have the document on our website?
 - c) Sydney reminded that originally the honors courses were not to be DE, and that we need to alert this to those faculty teaching the honor courses.
 - d) Cynthia asked if courses that are not ideal for online teaching, like our art classes, should complete a FOMA, then take it through the curriculum committee process?
 - e) Letrisia – We are extending our help to faculty to get as many through as possible by the fall semester. You need to fill out the fillable form.

B. F/T CAP Resource Prioritizations – Nenagh Brown

1. The three documents on the website have been approved or will be approved soon by the FT CAP committee.

C. AS monthly budget report – Ruth Bennington

1. No conclusion of April at this time.
2. \$13,545.94 in the fund balance. \$1500 comes out for scholarships and an additional amount for the annual awards.

D. AS Council Goals and Accomplishments

E. AS Annual Awards ratification – Erik Reese

1. Results:
 - a) Classified Employee of the Year - Shyan Diaz-Brown
 - b) Manager of the Year - Khushnur Dadabhoy
 - c) Adjunct Faculty of the Year - John Handlos
 - d) Full-Time Faculty of the Year - Rena Petrello
2. They will be honored Monday, May 11, at the President's campus forum at 12 noon.
- 3. Motion to ratify the awardees made by Ron, seconded by Jolie.**
- 4. Voted to ratify the awardees, passed unanimously.**

F. Academic Senate summer business – Nenagh Brown

The AS President and President-elect request that Council confers its authority upon the position to continue working on behalf of faculty on all academic and professional matters over the summer months until the reconvening of Council in the fall.

1. May 31 Nenagh ends. June 1 Erik takes over.
- 2. Motion to approve Council to confer its authority upon the position of AS President to continue working on behalf of faculty on all academic and professional matters over the summer months until the reconvening of Council in the fall, made by Ruth and seconded by Jazmir Hernandez.**
- 3. Voted to approve this request with abstentions from Erik, Nenagh and Renée.**
4. Sydney – Thank you to the officers!

G. AS Council Evaluation – Nenagh Brown

1. Every two years our governance committees evaluate their work to help us be more effective in our participatory governance processes. We ask that all Council members complete the survey; here is the link: [Academic Senate Council evaluation](#).
2. This link will also be emailed on Wednesday, May 6. Please fill in with your responses.
3. How can we improve? That is the purpose of this survey.

H. Academic Senate for California Community Colleges (ASCCC) update – Erik Reese

1. The ASCCC Plenary session was cancelled this year
2. Elections are in process, fully online.
3. Executive Committee Officer Results:
 - a. President: Dolores Davison,
 - b. Vice President: Ginni May
 - c. Secretary: Cheryl Aschenbach
 - d. Treasurer: Mayra Cruz

VII) Reports

See handouts on AS website

A. Officer reports

1. President Nenagh Brown
 - a) We will have minors identified on our rosters starting in the fall semester 2020.
 - b) Mary LaBarge, Remy McCarthy, and David Weinstein, along with 4 faculty from the fall, are retiring this year.

- c) It is with full confidence and pride that she will be handing the AS president's gavel to Erik on June 1; he has already proved his understanding and commitment of the work of the Academic Senate, as well as his hard work and integrity.
- 2. Vice President Erik Reese – Business is carrying on as usual.
- 3. Secretary Renée Butler – Thank you to everyone for a great year. You are all missed very much. Best to Mary, Remy and David. Have a very nice summer!
- 4. Treasurer Ruth Bennington – please see report under AS monthly budget above.
- B. Faculty Liaison Reports
- C. Standing Committee Co-Chair Reports

VIII) Announcements

- A. May 11, 12 PM: Campus Forum - Annual Award winners and MC retirees honored
- B. May 15: Graduate Celebration website launched

IX) Adjournment

- A. Meeting adjourned at 4:00 PM.

ACADEMIC SENATE COUNCIL REPRESENTATIVES 2019 – 2020

POSITION	NAME	Present	POSITION	NAME	Present
ASC President	Nenagh Brown	NB	Library	Mary LaBarge Danielle Kaprelian	ML
ASC Vice President	Erik Reese	ER	Life Sciences	Jazmir Hernandez Audrey Chen	JH
ASC Secretary	Renée Butler	DRB	Mathematics	Chris Copeland Curtis Paul	
ASC Treasurer	Ruth Bennington	RB	Media Art / Comm Studies	Jenna Patronete Nicole Block	JP/NB
ACCESS	Jolie Herzig Silva Arzunyan	JH	Performing Arts	John Loprieno Nathan Bowen	JL
Athletics	Vance Manakas Mike Stuart	VM	Physics / Ast / Engr / CS	Ronald Wallingford Scarlet Relle	RW/SR
Behavioral Sciences	Dani Vieira Kari Meyers	DV	Social Sciences	Matthew Morgan Susan Kinkella Rex Edwards	MM/RE
Business Administration	Josepha Baca Reet Sumal	JB	Student Health Center	Sharon Manakas Silva Arzunyan	SM
Chemistry / Earth Sciences	Tiffany Pawluk Deanna Franke	TP/DF	Visual Arts	Svetlana Kasalovic Cynthia Minet	CM
Child Development	Cindy Sheaks-McGowan Shannon Coulter	CSM	World Languages	Perry Bennett Alejandra Valenzuela	
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	MM	GP Liaison (non-voting)		
Health Education / Kinesiology	Remy McCarthy Adam Black	RM	Student Liaison (non-voting)	Cecilia Nguyen	CN
Health Sciences	Michelle Dieterich Dalila Sankaran	MD	Committee Co- Chairs (non-voting)	Beth Gillis-Smith	BGS
Guests: Shannon Macias; Letrisha Mai					