

AS Council Standing Committee Reports for May 5, 2021

Please send any updates to nblock@vccd.edu

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

Meets 1st & 3rd Tuesdays

<https://www.moorparkcollege.edu/faculty-and-staff/curriculum-committee>

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

<https://www.moorparkcollege.edu/online-services/distance-education/faculty/de-committee>

Update from March 23, 2021:

Developed and approved REC/RSI (Regular and Effective Contact/Regular and Substantive Interaction) Policies and Best Practices to forward to Academic Senate for discussion.

- Approved Video Use in the Classroom policy and forwarded to Academic Senate for discussion.
- Formed workgroup to consider best practices for implementing academic integrity, reach out to Shannon Macias or Loay Alnaji if interested in contributing.
- Zoom - Video recordings made before August 15th, 2020 will be deleted from all ConferZoom accounts on June 30th, 2021 to free up storage for state. Recommended to download and save video, audio, and transcript files to USB drives.

EdCAP (Co-chair: Nenagh Brown)

Education Committee on Accreditation and Planning (EdCAP)

Meets every 4th Tuesday

<https://www.moorparkcollege.edu/faculty-and-staff/academic-senate/standing-committees/education-cap>

Update from March 23, 2021:

- As Joint Meeting with Fiscal: debriefed on gap analysis exercise held last month. Agreement on the following:
 - Repeat next year, with various suggestions for improvement noted
 - It was recommended that the gap analysis be used for the Strategic Planning Retreat when next year's Annual Work Plan is brainstormed
 - It would also be forwarded to the Exec (president and vice-presidents) as information for any summer funding decisions
 - Suggestion raised that the two planning committees could be combined on an experimental basis for next year. After varied input it was agreed that this will be put on the agendas for both committees next month for further discussion
- Reported out on ISER training offered by ACCJC; initial discussion of timeline for next accreditation cycle
- Approval of ACCJC Annual Report, including the Institution-Set Standards
- Creation of Program Plan VP questions workgroup, to report back next meeting
- Vigorous discussion of draft of mission statement update

Update from February 23, 2021:

- As Joint Meeting with Fiscal: carried out a gap analysis considering the Annual Work Plan for this year in relation to the resources allocated to the various actions within it. Due to lack of time the two committees agreed to meet together again briefly in March to debrief on how it went and what should happen next.
- Reported out on ACCJC's approval of Moorpark's Midterm Report: congratulations and hurrah to all!
- ACCJC running an ISER training in March to which all members of EdCAP will be invited.

Update from January 26, 2021:

- Annual review of program plan process completed, with list shared of recommendations from the committee and other program plan users.
- Finalized process and calendar for the February Joint Meeting with Fiscal Planning Committee.
- Reviewed DE data comparing asynchronous vs synchronous class success drawn from the Fall semester; the results were inconclusive, but members asked for the review to continue for the Spring semester.

Fiscal Planning Committee (Co-chair: Erik Reese)

Meets every 4th Tuesday

<https://www.moorparkcollege.edu/committees/fiscal-planning-committee>

Update from 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 - Committee on Accreditation and Planning (FT-CAP) (Co-chair: Norm Marten)

Meets every 1st Wednesday

<https://www.moorparkcollege.edu/committees/facilities-captechnology-cap>

Update from February 2021:

Meeting was brief.

FRAWG has completed its recommendations, they will be read at the March Meeting.

TRAWG is on pace to have its work completed and will hopefully be available for the March Meeting as well.

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

<https://www.moorparkcollege.edu/faculty-and-staff/professional-development>

Meets every 3rd Wednesday

Update from February 2021:

- Cindy Sheaks-McGowan gave an update on ZTC information with the committee and to ask if this committee has ideas of possible ways to coordinate the educating of our faculty and/or additional ideas to get the word-out. Committee asked questions and discussed. Suggestions made to create a clearinghouse of info for faculty and to focus on equity.
- Good January Flex attendance: averaged 45/50 at each (one had close to 80). One of the good-role-model sessions was 'Culturally Responsive Student Services'. B. Burns is working with a student worker to complete the captioning of each session.
- Committee continues to explore ways to get the pulse of the campus to increase attendance.
- PD funds-they are available for online conferences and webinars. One request can be made each year, no matter if cost is less than the up-to \$500 allowed, since too difficult to track actual final cost spending.

- Committee is working with IR to survey people who have completed diversity training. Pulling and analyzing the data will be easier to do beginning Fall 2021. Maybe a cohort of 20'ish people each semester for an 'Equity in the classroom' type of training.
- Kudos-G. Chacon and E. Reese are working on Kudos. M. Ashton reminded the committee that if any changes are made, it needs District marketing approval before posting.

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

<https://www.moorparkcollege.edu/committees/student-equity-and-achievement-committee-sea>

Meets every 4th Wednesday

Update from January 27, 2021:

- SEA Faculty Co-Chair nominations
 - Nominations due by Feb. 12th and the Senate will vote at March 2nd meeting, able to self-nominate
- SEA Annual Expenditure Report
 - Johnny Conley presented the SEA Annual Expenditure Report that was submitted to State Chancellor's Office due by January 1, 2021 (copy on SEA website)
- Equity Plan Workgroup Update
 - Johnny Conley reported that the Equity Plan Workgroup will meet this semester to review the 19-20 equity data
- Guided Pathways report update
 - Traci Allen presented the Guided Pathways SOAA Progress Report which has been approved in the Senate.
 - Info item at Feb. board meeting
- Committee Input for future presentations to SEA:
 - Psychology Program Plan presentation tentatively on 2/24; request for best practices ideas/suggestions/presentations
 - Suggestion to discuss grading practices
 - Another recommendation to share practices that help close equity gaps or increase student success
 - Presentation on FIG = Faculty Inquiry Group (book club) and tutoring programs
 - Report out what success teams have accomplished at end of semester meeting

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

<https://www.moorparkcollege.edu/committees/student-learning-outcomes-committee>

Meets every 2nd Tuesday

AS Council Liaison Reports

Career Education (Liaison: Christy Douglass)

<https://www.moorparkcollege.edu/departments/academic/career-education>

Update from February 2021:

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 February 19, 2021 SCCRC Meeting](#) and [Zoom recording of February 19, 2021 Meeting](#) featuring MC President Julius Sokenu. The next regional meeting will be held online on March 4, 2021. More information can be found at <https://sccrcolleges.org/>

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 career education field is encouraged to apply for these funds.

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

CTE Program Updates:

Career Transfer Center

- Our first-ever Virtual Career Week took place March 1-5, 2021 and was a great success! Seventeen of our CTE Programs hosted information sessions during the Career Day, traditionally focused toward high school students, but this year, open to all attendees. A Student Alumni Health Industry Panel showcased the paths our graduates have taken in the Health field. An Entertainment Industry Panel featured nine professionals working in the film and television industry. Overall there were 683 total registrants for the week's events.

General Updates

- The CTE WorkGroup has developed a Canvas Hub to share information and event updates. All MC faculty and staff are invited to join. [Email Christy Douglass to request access!](#)

Perkins and Strong Workforce Funding Application:

The Carl D. Perkins Career and Technical Education and Strong Workforce Program (SWP) request for funding are a combined application this year. The purpose of the federal (Perkins) and state (SWP) funds are to develop more fully the academic, career, and technical skills of secondary and postsecondary students who elect to enroll in career and technical education programs. The Moorpark College Perkins-Strong Workforce Application and supporting information have been emailed to all CTE programs. The

deadline for applications will be Sunday, March 28, 2020. Application will be submitted and reviewed via Canvas.

Guided Pathways (Liaison: Traci Allen)

<https://www.moorparkcollege.edu/guided-pathways>

Open Educational Resources (Liaison: Cindy Sheaks-McGowan)

<https://www.moorparkcollege.edu/faculty-and-staff/instructional-technology/online-educational-resources>

Emailed to all Faculty April 20, 2021

ZTC Project Details

[Submit Your ZTC Project Application!](#)

Selection Priorities

Space is limited and selection will be determined by a variety of factors, including availability of existing OER in the subject and student impact.

1st Priority: Applications with the largest number of ZTC adoptions proposed

2nd Priority: Creation of full “Z-Degrees”

3rd Priority: Dual enrollment courses and GE courses

Application and ZTC Adoption Timeline:

The following are deadlines for 3 rounds of application submissions:

- Summer Deadline: May 18, 2021 (ZTC adoption target: December 2021)
- Fall Deadline: August 2, 2021 (ZTC adoption target: December 2021)
- Spring Deadline: November 15, 2021 (ZTC adoption target: May 2022)

For summer, notification of selection will be sent by May 25th with more details regarding the deliverables and requirements.

Funding Tiers

Selected faculty will receive compensation for successful ZTC course conversion according to the criteria listed below. Compensation is based upon the rate of \$75 per hour.

- ❖ **Tier 1:** Collaboration of faculty creating multiple ZTC sections of a single course beyond their own courses (i.e., more than the number of collaborating faculty) where a ZTC course does not currently exist:
 - a. 2 faculty members: Up to 50 hours + an additional 2 hours per section that will result in ZTC adoption
 - b. 3 faculty members: Up to 60 hours + an additional 2 hours per section that will result in ZTC adoption
 - c. 4 or more: Up to 70 hours + an additional 2 hours per section that will result in ZTC adoption

Tier 1 Examples

Example #1: Shared compensation for a course with 18 proposed section conversions:

- 2 faculty members: 50 hours + (2 hours x 16 sections) = Up to 82 hours
- 3 faculty members: 60 hours + (2 hours x 15 sections) = Up to 90 hours
- 4 or more faculty members: 70 hours + (2 hours x 14 sections) = Up to 98 hours

Example #2: Shared compensation for a course with 5 proposed section conversions:

- 2 faculty members: 50 hours + (2 hours x 3 sections) = Up to 56 hours
 - 3 faculty members: 60 hours + (2 hours x 2 sections) = Up to 64 hours
 - 4 or more faculty members: 70 hours + (2 hours x 1 section) = Up to 72 hours
- ❖ **Tier 2:** Single faculty member creating a new ZTC section where one does not currently exist: Up to 30 hours
- ❖ **Tier 3:** Single faculty member creating a ZTC section where one ZTC section already exists created by another faculty member: Up to 14 hours

Note: Two faculty could collaborate on a shared course where they both teach a section that would result in ZTC designation and this would be considered a combination of Tier 2 and Tier 3 (i.e., sharing up to 44 hours).

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](#)