

# Moorpark College Academic Senate Council Minutes DRAFT v.3

Tuesday, January 19, 2021, 2:34 – 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. Hugo Hernandez

1. A quick updat from your AFT rep. VCCCD faculty are in line for the vaccine as phase 1b which is after health care workers. As we get more information, Moorpark College may become a vaccine distribution center. We are trying to coordinate it as quickly as possible.
2. The second thing is the budget. At VCCCD we still have reserves for the past decade or so. We do not have a budget problem but we do have an enrollment problem. We need to work with administrators, district, and managers to help figure out what we can do to get more people in our classes.
3. There is going to be a CFT convention virtually in March. If you would like to attend, please email me so I can forward your name so you can attend to get more insight into how the union and the collective of unions are working toward our goals across the state.
4. Welcome to Matt Crater as the new Athletic Director and Allison’s promotion as Student Health Director.
5. (typed in chat) AFT negotiated with the District a one-time \$500 stipend for all faculty teaching/working in Summer 2020, Fall, 2020, and/or Spring 2021 for the transition working from home as a result of COVID. You will see the \$500 in your February paystub.

## II. Agenda Items Reorder

### A. Erik Reese

1. Keep in mind with all the power outages be compassionate and flexible with our students. As compassionate with them as we want with us as we continue to struggle as well.
2. We will have to postpone the Ethnic Studies presentation to another date when power is restored for Patty. Patty Colman is the newly appointed Ethnic Studies Coordinator to facilitate the process as we set up that program.

## III. Approval of Minutes (Consent)

### A. December 1, 2020 (Consent)

No comments

## IV. Unfinished Business

### A. Standing Committee Representation Updates and Approval of Consent Calendar

1. The main updates include adding Matt Crater as the senator for Athletics, Allison Case Barton for the Student Health Center, and moving Angie Rodriguez to the senator position for EOPS.
  - a) *Comment – Add Humanities to English and ESL.*
2. Consent calendar includes December 1<sup>st</sup> minutes and updated committee memberships.
  - a) *Dani made a motion to approve consent agenda*
  - b) *Felix seconds the motion*
  - c) *Roll call – Unanimously approved*

### B. Guided Pathways Scale of Adoption Assessment – Traci Allen

1. We had our first reading of this on December 1, 2020.
  - a) *It has been updated significantly. Thanks to Sydney for your updates. Emailing is a good way to submit any suggested updates.*
2. This is a thirty-page progress report on the tasks we have done and the items we plan on doing. Some general themes are:
  - a) *Student Support teams, data, and interventions*
  - b) *New Support classes for Math and English*
  - c) *A lot of new technology that is coming including a program mapper, the new MyPath onboarding tool via the CCCApply application, and the new website.*
  - d) *One big thing that is in this updated version that wasn't in the first read, is a new workgroup redefining the registration process for our new students coming out of high school. Working with Alejandro and the outreach team on how to ensure students get enrolled and which classes are best to get them started.*
  - e) *We must formally approve this document and the Academic Senate Council president will sign it. It will go to the Board as an information item before submission to the state.*
3. *Tiffany makes a motion to approve Guided Pathways Scale of Adoption Assessment*
  - a) *Sydney seconds the motion.*
  - b) *Roll call – Unanimously approved*
  - c) *Thank you to Traci Allen and all her hard work with the help of the entire campus*

### C. AP 7120-D Full-Time Faculty Hiring

1. Erik - We brought this administrative procedure earlier for open discussions to see what people are thinking about how to improve our faculty hiring process. It was originally prompted by Human Resources wanting to implement a district-wide facilitator rotation. Academic Senate presidents took this as an opportunity to make other incremental changes to lower some barriers. The summary of updates is:
  - a) *Clarification and reformatting of the vacancy announcement and HR paperwork at end of section A.*
    - (1) Advertising in discipline-specific national and regional professional organizations
  - b) *Selection committee composition: removed the division requirement*
  - c) *Included representative co-chair duties (section C nearing D)*
  - d) *Must offer videoconferencing as an option for oral interviews added to section D*
    - (1) Exceptions must be approved by Human Resources
  - e) *Equivalency review (Section E) is in desperate need of an overhaul but it is a large task to be addressed later*

- (1) In particular, dropping candidates if District Wide Equivalency Committee fails to do their job is clearly an artificial barrier
  - (2) A compromise is to create a "List B" of equivalent degrees for disciplines for which this is an issue. Currently it seems only Biology has this List B on record with HR.
2. Question – Isn't part of the problem that the minimum qualifications is a state list and not a district list?
    - a) Erik – *There is a statewide discipline min quals list, but that always includes "or equivalent, so we can make a local list. We are being strongly encouraged statewide to consider more broadly what equivalency means. Our current local process is pretty restrictive.*
    - b) Ruth – *A big problem is that applicants assume they have the necessary degrees and don't check the box for equivalency. It is not the most user-friendly application.*
    - c) Erik – *An idea that we are pushing is that if it needs to happen, we will do it for candidates automatically, as opposed to making applicants request it, because they may not know it ought to be requested. It is part of the larger overhaul of the whole hiring process and the district Equal Employment Opportunity advisory committee is working on a plan.*
  3. Erik – Additional suggestions include
    - a) *Screening forms updated to 5, 3, 1 for both paper screening and oral interview.*
    - b) *President's interview "facilitator shall be invited to the final interview"*
  4. Erik - Future discussions could include inviting students to the panel and more guidelines for the presidential interviews for who is invited but that was not included as part of this discussion. Those are larger discussions that we will continue to have. There are two versions of this on the website for you to check this out in detail. [2020-2021 AS Handouts](#)
  5. Question – Where is this at in the approval process?
  6. Erik - It often starts with a district governance committee, then it goes through senates, then it goes back to the district committee before moving forward to Chancellor's cabinet for approval. For this one, it already was approved by the district committee/council on human resources first round. It is now at the second step where it goes to the academic senates for discussion and ideally approval.
  7. Comment – The facilitator's position is a compensated position. If we are adding on another meeting, then the compensation should be adjusted.
  8. Comment – I believe the compensation is based on number of applicants in the pool.
  9. Comment – Actually it is based on how many people show up to an interview.
  10. Comment – So this would be in theory a handful of more interviews.
  11. Comment - Sometimes you could be there and the candidates do not show. That work does not count for compensation.
  12. Comment – That's not good. If you go to an interview physically and then an applicant doesn't show up, it shouldn't affect the facilitator's compensation.
  13. Question – It is great to give applicants zoom interviews. Was there any discussion how that still might set up some inequity that those people in person might be more favorably received than someone over a screen on Zoom.
  14. Erik – A lot of things still need to be decided by the hiring committee itself. If you want everyone to do video conferencing that is still up to the committee. It is still strongly preferred for Presidential interviews to be in person. That is a very good point. Things to consider and bring back to other faculty in your areas. We do not want to set up different barriers or artificial barriers with our updates. Thank you for your thoughts and comments. We will revisit this for approval at the next Council meeting.

## V. New Business

### A. National Slavery and Human Trafficking Prevention Month—Danita Redd

1. January is Awareness of National Slavery & Human Trafficking Prevention Month
  - a) *Started annually in December 2010 by the United States President*
  - b) *Children are made to be soldiers, girls are beaten and forced into prostitution, and migrants are exploited and compelled to work for little or no pay.*
    - (1) Human trafficking is a highly profitable crime in the US
2. Shared Hope International <https://sharedhope.org/>
  - a) *One of the groups that works toward the prevention of sex trafficking*
    - (1) Estimate about 300,000 children in U.S. are current sex slaves
    - (2) Focus on a three-prong approach including Prevent, Restore, and Bring Justice.
3. U.S. Department of Defense <https://ctip.defense.gov/>
  - a) *They put out statistics for advocates to use*
    - (1) “1 in 6 endangered runaways reported in the U.S. are likely to become sex trafficking victims”
  - b) *If you suspect human trafficking call*
    - (1) 1-800-424-9098
4. What can we do at Moorpark College?
  - a) *Realize our campus is a place of safety and hope for survivors.*
  - b) *Let students know about this month.*
  - c) *Read for yourself and share the warning signs*
    - (1) [Know The Signs](#)
  - d) *Utilize the National Human Trafficking Hotline*
    - (1) 1-888-373-7888
  - e) *If a student lets you know they were a victim, direct them to student services and counseling.*
5. Comment – Thank you to Danita and Erik for bringing this to Academic Senate. It is a very difficult subject. Because it is so secretive, many of us do not think of this enough.
6. Dani – I teach a section of this in an Organized Crime and Terror class. What Danita said is 100% correct. This is the #1 way groups around the world are making money. They are trafficking people and primarily children in Africa and in Southeast Asia. This is really timely. Thank you for bringing this to Senate.

### B. Academic Senate Budget Update

1. Ruth – No spending in December so we have the same estimate of \$10,001. It looks exactly the same as October. I did get the new additions to the payroll deductions and not one person chose to discontinue their donations to Academic Senate. The donations will be taken out of this paycheck and hopefully we will have them in our account by February.
2. Erik – As a reminder, it is an annual \$40 recommended donation to Academic Senate. Thank you to everyone who donates. Adjunct faculty also contacted me to donate. Everyone has been super supportive keeping everything going and wanting to support students just like we always do. Thank you.

**C. Call for Nominations for Faculty Co-Chairs for Senate Standing Committees: PD, SEA, SLO**

1. Erik – This is a formal call for nominations. This process is outlined in our bylaws Article 8, Section 8. The election timeline will allow the new co-chairs to shadow and learn from the current co-chairs. Any adjunct or full-time faculty member qualifies for these positions. They do not have to be on Academic Senate Council. Please consider nominating your colleague. It is really great to be on the receiving end of a nomination.

a) *Tiffany – We have already run through a cycle so there is a need to have some nominations for these co-chair positions. It is really wonderful if you know someone, you can nominate them or encourage them to explore this option.*

b) *Erik – It is a great professional development experience for yourself and a leadership opportunity because you do learn how to run meetings, work with administration behind the scenes, and set agendas.*

2. Nomination and candidate statement deadlines are Friday, February 12, 2021. Nominations can be sent to [ereese@vccd.edu](mailto:ereese@vccd.edu).

a) *Candidate statements will be published by February 16, 2021.*

b) *Vote will be on March 2<sup>nd</sup> in Academic Senate Council.*

3. The floor is open for nominations.

a) *Ruth – I would like to nominate Christy Douglass for co-chair of Professional Development.*

(1) *Christy - I would love to accept the nomination.*

b) *Jolie - I would like to nominate Traci Allen for the Student Equity and Achievement committee.*

(1) *Traci – I will accept the nomination.*

c) *Dani – I keep pushing people in the SLO committee and letting them know I will only be here a few more months. No takers yet.*

4. Erik – Thank you for the nominations, an excellent start. I will put a call out to all faculty via email with the details and the timeline.

**D. Faculty Prioritization: College President's Update**

1. Erik – The College President did get back to us as promised after the Governor's budget was sent out. The bottom line is that the College President agreed to move forward hiring two positions. We also hired the Athletic Director and the ACCESS Counselor who were approved separate from the general fund prioritization list. The President laid out all the reasons he chose to go off this year's list and prioritize from last year's list.

a) *EATM will move forward and CNSE*

2. Tiffany – I hope you can pass along to the College President that I really appreciated how thoughtful he was and thorough in trying to help us understand why he went off the prioritization list. It certainly makes sense for the college and allowing us to understand that perspective I really appreciate.

3. Erik – President Sokenu did offer to come to senate if we want him to discuss. He did state his reasons quite well.

4. Tiffany – As everyone might recall, the Academic Senate prioritized counseling as number two with physics and geography and journalism tied for number three. So those will not be funded at this point.

5. Ruth – Is CNSE a general fund position?
6. Erik – CNSE is currently a Strong Workforce funded position. It is a continuation of that position because the current faculty member is leaving.
7. Question – Are those the people that eventually get moved to general funds?
8. Erik – Yes, the agreement was to roll the Strong Workforce funded positions over to general funds one at a time. Senate hoped that would have been done by now. Those positions are not in jeopardy. If Strong Workforce would disappear tomorrow, they would remain tenured faculty at Moorpark College.

**E. AP 4010 Instructional Calendar**

1. Erik - I received concerned messages that there are only 14 Thursdays in the academic calendar for the Fall 2021 semester. This is especially a concern for classes that only meet once a week. The 2021-2022 instructional calendar is already negotiated with AFT and the Chancellor, but we can update the policies so this is considered in future negotiations. This is a way to address those concerns in the future. This update will hopefully addresses the pedagogical reasons for not having 17 weeks of one section and 14 weeks of another in addition to ensuring that our classes meet the minimum contact hours in Title 5 regulations.
2. The proposal is to add “Balancing the total number of instruction days on each day of the week” to the elements that the academic calendar include.
  - a) *Question – Is it enough to just say Mon/Wed vs. Tues/Thurs?*
  - b) *Erik – Most of these concerns are labs that only meet once a week. So it can strongly effect some classes.*
  - c) *Question –Washington Day is there but shouldn't it say Presidents Day?*
  - d) *Comment – In the calendar they did split it Washington Day and Lincoln Day.*
  - e) *Erik - Cesar Chavez Day is not listed. The Classified Union negotiated that holiday for them.*
  - f) *Question – That is not an official district-wide holiday, it is a negotiated holiday?*
  - g) *Erik – Yes, it is a negotiated holiday.*

**F. Dual Enrollment - Dean Khushnur Dadabhoy and Director Sergio Gonzalez**

1. Khushnur - Director Sergio Gonzalez and Seville Ajiri who is a Counselor for Dual Enrollment are going to do a short presentation for you and then we will take questions.
2. Sergio – A little bit about my background, I did dual enrollment for about three years at Los Angeles Mission College and six years at Pierce College and about 4 months here at Moorpark. I am trying to see what was here before me and how to expand it.
  - a) *We have increased success rates from 79.49% in Fall 2015 to 88.54% in Fall 2019.*
  - b) *CCAP are closed sections that have an agreement with a school or district that are reserved classes just for that school. In 2016/17 we had about 52 students and in 2019-2020 we had about 783 students. This is just the reserved CCAP sections.*
  - c) *FTES CCAP growth was 41 FTES in 2018 to a projected 205 FTES in 2021.*
  - d) *FTES at \$5,457 for Special Admits projects CCAP revenue at \$1,118,685 for 2021 general funds. This money goes right back to the campus.*
  - e) *Fall of 2019 yielded \$979,475 toward general fund for all special admits K12 including both CCAP and GP classes.*
  - f) *Roughly yield 31 sections for our campus each semester.*
3. Discussion
  - a) *Question – Do those numbers go through the allocation model?*
  - b) *Khushnur – They do go through the allocation model.*
  - c) *Question – Is the million our share of it?*
  - d) *Khushnur – Yes, it is our share of it. Yes, this is just for Moorpark College.*
  - e) *Sergio – These are just the numbers yielded from us. The 31 sections that I am guesstimating will yield us throughout the fiscal year \$1,000,000 and that is just the CCAP. When we include the students that also take general population courses that number goes up to \$2,000,000. This is all campus money for the general fund.*
  - f) *Question – How does that money yielded compare with general population classes?*
  - g) *Sergio – I wish Oleg was here. But I want to say the number is about \$3000 for non-special admits. So we do increase the number of revenue per FTES with special admits. We are roughly getting about \$1,400 more per FTES for special admits.*
  - h) *Khushnur – Under the new funding formula we will also yield more money per FTES for special admits than general population students.*
  - i) *Tiffany – So if we were to take a general population course and convert it to a CCAP course, that move alone makes more money? If chemistry would switch a general course from a 50 student cap to a CCAP course with a 25 student cap it sounds like it would still be a good decision for the college.*
  - j) *Khushnur – We are asking the schools for anywhere between 30-35 students. There are some classes where we have 40 students in the class and it depends on whether they have the capacity or not.*
  - k) *Sergio – For that particular chemistry class it would be for the High School at Moorpark College and they roughly hold their classes at 25-27 students.*

**VI. Adjourned at 4pm**

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	-
ASC Secretary	Nicole Block	NB	Mathematics	Marcos Enriquez Phil Abramoff	ME
ASC Treasurer	Ruth Bennington	RB	Media Art / Comm Studies	Jenna Patronete Jamie Whittington Studer	JP
ACCESS	Jolie Herzig Silva Arzunyan	JH / SA	Performing Arts	John Loprieno Nathan Bowen	JL/NB
Athletics	Matt Crater Mike Stuart	MC	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	Allison Case Barton Silva Arzunyan	ACB
Chemistry / Earth Sciences	Roger Putnam Rob Keil	RP	Visual Arts	Svetlana Kasalovic Cynthia Minet	SK
Child Development	Cindy Sheaks- McGowan Shannon Coulter	CSM	World Languages	Perry Bennett Alejandra Valenzuela	PB
Counseling	Chuck Brinkman Jodi Dickey	-	Part-time Faculty Representative	Felix Masci Dan Darby	FM / DD
EATM	Gary Wilson Cindy Wilson	-	AFT Representative (non-voting)	Hugo Hernandez	HH
English / ESL / Humanities	Sydney Sims Jerry Mansfield	SS	CTE Liaison (non-voting)	Christy Douglass	CD
EOPS	Angie Rodriguez -	AR	GP Liaison (non-voting)	Traci Allen	TA
Health Education / Kinesiology	Adam Black -	-	Student Liaison (non-voting)	Kobe Catton	-
Health Sciences	Michelle Dieterich Jamee Maxey	-	Committee Co-Chairs (non-voting)	Nenagh Brown Shannon Macias Letrisha Mai Trulie Thompson	SM
1/19/21 – Seville Ajiri, Khushnur Dadabhoy, Chelsi Dimm, Sergio Gonzalez, Priscilla Mora, Bruce Nebens, Rolland Petrello, Giselle Ramirez, Danita Redd, Tim Weaver					

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