

Moorpark College Academic Senate Council Minutes DRAFT v.5

Tuesday, August 17, 2021, 2:30 – 4:00 PM via [Zoom](#)

Mission Statement: Grounded in equity, social justice, and a students first philosophy, Moorpark College values diverse communities. We empower learners from local, national, and global backgrounds to complete their degree, certificate, transfer, and career education goals. Through the integration of innovative instruction and customized student support, our programs are designed to achieve equitable outcomes.

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

I. Public Comments

A. **Allison** – The student health center is open Monday thru Friday now for students to come in person and through TeleHealth, depending on what people need.

B. **Tiffany** - I would like to share with senate my concern for my on ground students this semester. I am concerned that we haven't made accommodations for students who are currently enrolled in classes who are not going to be vaccinated. I am reaching out to students for alternatives to stay in my on ground course. In my department, we do not have any online options for them and that disrupts their graduation and transfer plans.

II. Introductions

A. Everyone in-person and on zoom introduced themselves

III. Consent Agenda

A. Minutes from May 4, 2021 and Academic Senate Council and Committee Membership Updates

1. [Ruth – Motion to approve consent agenda](#)
2. [Sydney – Second to approve consent agenda](#)
3. Any discussion? Questions? Comments?
4. [Approval of Consent Agenda is passed with abstentions by Silva, Chuck, Gary, Sydney, Cynthia, Angie.](#)

IV. New Business

A. **Resolution Proposed in Support of Non-Instructional Faculty**

1. Erik – Non-Instructional faculty have been mandated to be 100% on campus. This resolution asks Senate to work with administration to reconsider that policy in order to better serve students.
2. Trulie – We began this discussion in senate last week and it meant a lot to hear from our colleagues. Jennifer Molimer is our PACE counselor and states that PACE counseling is able to provide students, who are also working professionals, counseling during non-typical business hours because these students are seeking remote style appointments. Evening and weekend counseling appointments will be difficult if counselors are required to be on campus.

3. Comment – We really appreciate the support that you have showed us. I would like to acknowledge how this affects our ability to serve. It affects our staffing. Doing emergency hires and trying to just split our drop in counseling hours between in person and online is challenging under a student perspective and I have a lot of concerns how it is affecting them. I might have staff sitting at fountain hall doing nothing while there is a long line of students online. It is impeding our ability to successfully plan and forces us to have less appointments. And, we are hard to hear in person with masks so it is also easier to communicate without masks online.
4. Question – Do you find that there is commensurate demand for people being on campus? It sounds like there are a lot of non-instructional faculty on campus but not enough students who need that. Secondly, can we come up with a resolution or recommendation to suggest that we evaluate a plan that meets students’ needs based on where students are right now?
5. Comment - You are correct. Students are preferring online. Students do reach out to counseling and are looking for online classes which are filled up. We can offer our students quick responses online through emails, and students are happy with the convenience of online appointments. Students are juggling family and work and internships and they can do it from anywhere.
6. Comment – Our ACCESS program has had a lot more traffic this week than expected. That said, there are ways to schedule counselors both on campus and off and to have less people in person and less exposure to COVID. The other concern is that when non-instructional faculty and staff are not being accommodated we are being asked to fill in for the other campus programs. We are already busy and doing the best we can. If they can do their job from home why are they being forced to call in sick and get replacements?
7. Erik – This is the first reading in the Senate, but it is up to the body of the Academic Senate Council to decide how to move forward.
8. Trulie – I would like to recommend that we approve this today.
9. Tiffany – Counseling is booking out all their online appointments, while their on campus appointments are poorly attended. This is an equity issue. It prevents those students who don’t have the ability to go on campus from getting the help they need because the online appointments are all booked. Since we have 70% online courses it makes sense to have 70% non-instructional faculty online to meet those students’ needs.
10. Comment – I suggest that this is passed today. There is a real time element here. This recommendation was made in June by the board of trustees and the situation has changed dramatically since June. Waiting another two weeks to pass this will not help the students.
11. [Chuck – I motion to approve the resolution.](#)
12. [Jamee – I second the motion.](#)
13. [Erik – We are voting to pass the resolution to best support students by revisiting the mandate for non-instructional faculty to be 100% on ground.](#)
14. [The motion passes with a majority in favor with one vote against from Adam.](#)
15. Erik – Thanks to Trulie for bringing this to Senate and keeping it strictly in the realm of academic and professional matters. It is great to see the faculty united as one body to best serve students.
16. Trulie – Thank you everyone and thank you to Erik for returning the calls immediately even when you were busy. I appreciate the senate and all that you do on behalf of faculty.
17. Mary – I am delighted that the motion passed and I do look forward to continuing the work with the faculty and the senate and I can tell you that conversations are ongoing. There is a proposal that Moorpark is advocating for that is going to cabinet tomorrow. I think we are all moving in the same direction, although not as quickly as we would like, and the chancellor alluded to workgroups on each campus and Julius is going to talk about how we want to move forward.

B. IEPI PRT Institutional Innovation and Effectiveness Plan—Mary Rees

1. Mary - Julius sent a letter to the state requesting the PRT (Partnership Resource Team) come and help us look at a couple of areas of focus to grow, specifically DEI (Diversity Equity and Inclusion) and DE (Distance Education). This team from different colleges met with faculty, staff, and students and came back with a MOO (Menu of Options) including suggestions on how we can grow. We now have a draft plan called the Institutional Innovation and Effectiveness Plan. We asked for help on how to improve and the suggestions are in four areas of focus:
 - a. Build infrastructure and leadership to create a supportive environment for the BIPOC community
 - b. Advance social justice and the impact of DE on marginalized student populations
 - c. Review policies and procedures to ensure equity in DE
 - d. Develop systems and practices with classified professionals and faculty for student equity and success.
2. The Request for IEPI (Institutional Effectiveness Partnership Initiative) one-time \$200,000 Resources outlines what we need in order to achieve the objectives in the areas of focus:
 - a. Hire DEI Coordinator
 - b. Redefine and Expand the Role of the Distance Education Coordinator/Director
 - c. Provide Professional Development
 - d. Resources to support Data Collection and Analysis
3. Please take a look at this draft. Are there things that we need to include? This is a crowdsourced document. If you have additional ideas we would appreciate them because this is the plan for the whole campus. This will take more than a year . We need to make sure this is the work that the campus wants to do. It is going to EdCAP/Fiscal, Classified Senate, and to the students too.
4. Erik – In terms of the crowdsourcing for this document, the social justice workgroup members, classified senate president, students, myself, and other areas have already seen this and given input for this draft. We are not going to wait for this to go through the entire process to start this work, but there is concern about equity online and this gives us the resources to focus on that work.

C. The Academic Senate and Participatory Governance at Moorpark College

1. Erik – Basically this is a summary of our participatory governance handbook. We updated our mission to include equity and social justice. Everything we do should be in support of our mission and we have it on every agenda as a reminder. We also include the 10+1 outlining our purview with academic and professional matters.
 - a. For example, the resolution we just passed pertains to policies regarding student preparation and success, number (5) of the 10+1.
2. Academic Senate Organizational Chart includes Senate Standing Committees with faculty co-chairs. Everything approved by these committees gets funneled to Academic Senate Council for approval. For example, camera policies started in DE and came through ASC for adoption last year. The Standing Committees are:
 - a. Curriculum
 - b. Distance Education
 - c. EdCAP (Education Committee on Accreditation and Planning)
 - d. Fiscal
 - e. FTCAP (Facilities and Technology Committee on Accreditation and Planning)
 - f. Professional Development

- g. SEA (Student Equity and Achievement)
 - h. SLO (Student Learning Outcomes)
3. Tiffany – Standing Committee refers to meetings that meet on a regular schedule so it doesn't include workgroups. We had discussed changing it to something more meaningful and the administration preferred to keep the term Standing Committee.
 4. Erik – Thank you for that reminder. Standing Committee is also the official term used in Robert's Rules. Academic Senate is under the Brown Act because we are under the Board of Trustees and then because it is a continuously running meeting under a legislative body the standing committees also fall under the Brown Act.
 5. Question – Is Curriculum's Technical Review Committee under Brown Act?
 6. Erik – Curriculum Tech Review is run consistently with the Brown Act but we are discussing this right now. There is nuance there. This is a legal decision that is not really for the Senate to decide but for a lawyer. We are doing our best to interpret the law. I can send you the legal language for reference. Workgroups and ad hoc groups that meet for a particular goal and then dissolve when that goal is reached do not fall under the Brown Act.

D. Academic Senate Meeting Modality

7. Erik – Currently parts of the Brown Act are suspended until September 30th that enable online meetings. Starting October 1st voting members must meet in person. This is up to the governor and the legislature.
8. Tiffany – If nothing changes, starting October 1st all voting members have to be present here on campus. Non-voting members can watch remotely. We can still have the video feed. Voting has to take place in the room.
9. Erik – Proxies are disallowed by parliamentary procedure.
10. Comment – Approved alternates can vote. Quorum is based on the people in the room.
11. Question – I am wondering if there is any advocacy that can be done to advocate for the continued suspension of the Brown Act to allow for voting members to attend via zoom after October 1st?
12. Erik – There was a resolution at the last state-wide senate meeting plenary to ask the statewide Senate to work with the Chancellor's Office to advocate for more flexibility. There have been a few pieces of legislation but if they do go through the earliest it would go into effect would be in January. We are at the governor's mercy, but there is advocacy going on. FACCC is advocating for this as well.
13. Tiffany – The workaround is to publish your remote address and allow anyone to visit that address. And, if there is another outbreak on campus and another shutdown we won't be able to meet.
14. Question – Can we all be in our individualized offices and zoom in?
15. Erik – Everybody's individual buildings and offices would have to be in the agenda 72 hours in advance and be open and available to the public.

E. Call for Nominations for Distance Education Faculty Co-Chair

1. Erik – There is usually just one faculty co-chair per standing committee that helps provide leadership. Sometimes there is a coordinator hired by administration to help get work done.
2. Ruth – We do have two faculty co-chairs on the curriculum committee membership. We have had one nomination so far for faculty co-chair of DE and other nominations are due by August 30th.
 - a) *Christy Douglass accepted nomination for DE*

F. Call for Nominations for Professional Development Faculty Co-Chair

1. Erik – We do not yet have any nominees for faculty co-chair of PD

G. Interim Faculty Co-Chairs for Standing Committees

2. Erik – We are asking permission to temporarily appoint someone to stand in those meetings for one or two meetings until we elect the positions.
 1. *Any strong objections? (No objections)*
 2. *Ruth - I will volunteer to co-chair DE committee on an interim basis*
 3. *Ruth – Beth Gillis-Smith volunteers to co-chair PD committee on an interim basis*
3. Erik – We had voted for the joint one year trial for EdCAP and Fiscal to combine, and it was approved by the constituent groups and President Sokenu. As the Senate President I am the faculty lead for Fiscal so I can lead the joint EdCAP/Fiscal meeting while Nenagh is on sabbatical and unable to perform her EdCAP co-chair duties.
 1. *Nenagh – I feel extremely confident that Erik can handle this role. I don't think it is a good idea for someone on sabbatical to continue their faculty co-chair duties.*
 2. *Erik – If there are no strong objections then we can move on. (No objections)*

H. Accreditation—Institutional Self-Evaluation Report (ISER)

4. Erik - It is number seven of the 10+1 that faculty are privileged to be a part of the accreditation process. This is a really important one. This is an opportunity for us to look at every aspect of our college to better meet student needs, in particular regarding equity and inclusion. EdCAP and Fiscal jointly will be shepherding that process over the next year and a half. You can sign yourself up to be part of the standards leads and teams. Officers are signed up.
 1. *There is a sharepoint link to sign up. [ACCJC ISER sign up sheet](#)*

I. VCCCD Strategic Goals, Measures of Achievement, and Strategies—Draft

5. Erik - VCCCD Strategic Goals is back but has been modified. The board did adopt different district goals. They also include measures of achievement and then strategies to meet those metrics. The guiding principles are largely informed by the chancellor's vision for success. They are aspirational. This is an opportunity for us to give input.
6. Question – Are these the goals that were adopted in July?
7. Erik – The only thing the board voted on were the four goals that the board adopted. Those are fixed. Everything else is how we get there and how we measure it. Ideally, in a perfect world, the colleges would instruct the district plan and not the other way around. So now we can provide that input.
8. Question – The second question is how do any of the people at any of the institutions influence that plan?

9. Erik – In general our senators represent areas and distribute the information to whom they represent and they also get input back from them. Then it goes to ASC, often district committees, the Chancellor, and the Board. That is our process but maybe we can do better. If we think something is important to make a general announcement let me know, you can direct me to do so. We will have many opportunities in senate to go over this which gives senators the opportunity to consult with their constituents. Please take a look and give us input to start the conversation. This will guide our district for a number of years. We really need to be vigilant to make sure Moorpark College is heard and this is our opportunity to tell the Board what we want to do on behalf of our students.

J. Academic Senate Goals for 2021-2022

1. Erik - We spend a lot of time on various things like PRT and others but we also want to think more broadly to have a big impact on faculty and so we can have a bigger impact on students. We can look back at last year's goals and accomplishments. Some we made progress on and some we did not and we may want to have entirely new goals. We will discuss this next time.

K. Future Agenda Items

1. If you have other items you want to see on future agendas please send them to me. Last year we ended up with a few suggestions such as discussing our faculty prioritization process and including part time faculty in service awards which was also reiterated at our general meeting. Bring any future agenda ideas to senate.

V. ADJOURNED 4:00pm

ACADEMIC SENATE COUNCIL REPRESENTATIVES 2021 – 2022

| 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 |
| ASC Treasurer | Ruth Bennington | RB | Media Art / Comm Studies | Jenna Patronete Jamie Whittington Studer | JP |
| ACCESS | Jolie Herzig Silva Arzunyan | SA | Performing Arts | John Loprieno Nathan Bowen | 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 | AB |
| 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/ JD | Part-time Faculty Representative | Felix Masci Dan Darby | FM /DD |
| EATM | Gary Wilson Cindy Wilson | GW | AFT Representative (non-voting) | Hugo Hernandez | HH |
| English / ESL / Humanities | Sydney Sims Jerry Mansfield | SS | CTE Liaison (non-voting) | | |
| EOPS | Angie A. Rodriguez - | AR | GP Liaison (non-voting) | Traci Allen | TA |
| Health Education / Kinesiology | Adam Black - | AB | Student Liaison (non-voting) | | |
| Health Sciences | Michelle Dieterich Jamee Maxey | JM | Committee Co-Chairs (non-voting) | Nenagh Brown Trulie Thompson Letrisha Mai | NB TT LM |
| 8/17/21 – Lydia Basjajian, Oleg Bespalov, Esmeralda Camarena, Tamarra Coleman, Cristina Garcia, Pam Kennedy-Luna, Marnie Melendez, Kellie Porto-Garcia, Giselle Ramirez, Mary Rees | | | | | |

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