

MOORPARK COLLEGE
Facilities/Technology – Committee on Accreditation and Planning
(FT-CAP)
MEETING AGENDA

Wednesday, November 4, 2020 | 1:15-3:00 p.m., **Zoom** <https://cccconfer.zoom.us/j/97746698622> Meeting ID: 977 4669 8622

POSITION	NAME	ATTEND	DIVISION	FACULTY NAME	ATTEND
Co-Chair: Vice President, Business Services	Jennifer Clark		English & Student Life	Jeff Baker	
Co-Chair: Academic Senate Representative	Norm Marten		ACCESS, Kinesiology, Athletics, Library, Math, DE & Teaching and Learning	Silva Arzunyan	
Academic Senate President, Ex Officio	Erik Reese			Vance Manakas	
Dean	Carol Higashida			Kevin Balas	
	Priscilla Mora			Sherry Ruter (Alt)	
Business Services	Michele Perry		EATM, Life & Health Sciences	Brenda Woodhouse	
	Dan McMichael			Audrey Chen	
	John Sinutko			Armine Torabyan (Alt)	
Associated Students Representative	Ashwin Naresh Kumar			Mary Swenson (Alt)	
Instructional Technologist	Tracie Bosket			Lan Nguyen (Alt)	
Student Services Council	Kim Korinke		Physical Science & Career Education	Rick Edwards	
ACCESS	Shyan Diaz-Brown			Jennifer Mallory	
Classified Staff	Maria Thayer				
	Michael Grimes		Business, Social & Behavioral Sciences, Child Development & Languages	Navreet Sumal	
	Shandor Batoczki			Felix Masci	
Vice President, Ex Officio	Amanuel Gebru			Hugo Hernandez	
	Mary Rees		A&R, Counseling, Student Life & Support, EOPS, & Student Health Center	Lydia Basmajian	
CTE Faculty Liaison	Christy Douglass				
	Robert Cabral (Alt)				
	Michael Hoffman (Alt)				
GUEST	Dan Watkins			Steve Callis	
	Cynthia Osuna		Arts, Media & Communication Studies	Ariana Burrell	
				Gerry Zucca	

TOPIC	ACTION
1. WELCOME	
2. PUBLIC COMMENTS	
3. APPROVAL OF MINUTES: October 7, 2020	
4. INFORMATION/REPORTS <ul style="list-style-type: none"> ➤ IT UPDATE – Dan McMichael ➤ INSTRUCTIONAL TECHNOLOGY UPDATE – Tracie Bosket ➤ FACILITIES PROJECTS UPDATE – John Sinutko ➤ DISTRICT-WIDE IT UPDATE – Dan Watkins ➤ CTE UPDATE – Christy Douglass (or alternate) 	
5. FRAWG/TRAWG/PAWG Workgroup Updates	
6. Distribution of 2020/2021 Program Plan Requests	
7. Distribution of Funded Program Plan Requests 2019/2020	
8. Discussion of “Other” Program Request Items	
9. Other discussion	
10. Good of the Order	
11. ADJOURNMENT	

HANDOUTS	FT-CAP 2020/21 MEETING CALENDAR, 1 st Wednesday at 1:15 p.m., Zoom
FT-CAP Agenda 11/04/2020	2020 9/02 , 10/07 , 11/04, 12/02
FT-CAP Meeting Minutes 10/07/2020	2021 2/03, 3/03, 4/07, 4/29, 5/05
Program Plan Requests 2020/2021	
Work Group Review of “Other” Requests	

Facilities and Technology - Committee on Accreditation and Planning

- *The Facilities and Technology Committee on Accreditation and Planning makes recommendations on college-wide planning and accreditation issues related to facilities for educational programs and student service and those related to campus instructional and administrative digital technology. Monitors the implementation of Standard 3B & 3C of the self-study relative to facilities.*

RECOMMENDING STRUCTURE	CHARGE AND SOURCE OF AUTHORITY	MEMBERSHIP
<p>FACILITIES AND TECHNOLOGY– Committee on Accreditation and Planning (F-CAP/Tech-CAP)</p> <p><i>Committee of Academic Senate</i></p>	<p>The committee recommends funding for technology based on a general allocation guideline that assumes budget stability or growth. As a rule of thumb, the committee recommends an allocation of a minimum of 30% of the college’s total instructional equipment funding assigned each year to technology equipment, software, and hardware. The accreditation component under the purview of the Facilities and Technology Committee on Accreditation and Planning is the development of plans to address any self-study advisement or visiting team recommendation that refer to facilities and/ or the needs of digital technology for students, faculty, and staff.</p>	<p>Co-Chairs</p> <ul style="list-style-type: none"> • Vice President of Business Services • Faculty member appointed by the Academic Senate Council and is, therefore, a member of the Academic Senate Council <p>Members</p> <ul style="list-style-type: none"> • Three faculty members from each Student Learning Division appointed by the Academic Senate Council • Three Classified representatives appointed by the Classified Senate • Two Deans selected by the Vice Presidents of Academic Affairs and Student Support

		<ul style="list-style-type: none"> • Three Business Service representatives selected by the Vice President of Business Services • One representative from Student Services Council appointed by the Vice President of Student Support • One representative from the Accessibility Coordination Center and Education Support Services • One representative from Instructional Technology • One student appointed by Associated Students who serves in an advisory role • Vice President of Academic Affairs (ex-officio, non-voting) • Vice President of Student Support (ex-officio, non-voting) • Academic Senate President (ex-officio, non-voting)
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FRAWG Members	TRAWG Members	PAWG Members
<ul style="list-style-type: none"> • Carol Higashida Co-Chair • John Sinutko • Vance Manakas • Gerry Zucca- Co-Chair • Ariana Burrell • Brenda Woodhouse • Felix Masci • Shyan Diaz-Brown • Michael Grimes 	<ul style="list-style-type: none"> • Priscilla Mora, Co-Chair • Dan McMichael • Kevin Balas- Co-chair • Tracie Bosket • Lydia Basmajian • Steve Callis • Michele Perry • Rick Edwards • Norm Marten • Kim Korinke • Armine Torabyan 	<ul style="list-style-type: none"> • Jennifer Clark Co-Chair • Erik Reese Co-Chair • John Sinutko • Steve Callis • Gerry Zucca • Norm Marten • Felix Masci • Hugo Hernandez • Shyan Diaz-Brown

Goals 2020/21
1. Develop a more effective prioritization process for FRAWG, TRAWG, and PAWG requests.
2. Implement Way-Finding Project.
3. Continue to provide a report on completion of requested resources and communication out to the campus constituents.
4. Make recommendations for updating the annual Information Technology Operations Plan.
5. Update Facilities Master Plan.