

# **25 Years of Service “Bricks”**

## **The Academic Senate and The Classified Senate**

### **Joint Process Document**

#### **Purpose**

These were initiated by the Academic Senate in 1992 to recognize and honor the hard work and dedication of faculty and administrators who have served Moorpark College for 25 years. Classified staff were included in the tradition in 2019. The courtyard between Fountain Hall and the nearby parking lot houses plaques in honor of those serving 25 years and is known as the *Academic Court of Honor*. The originals were mounted on bricks and embedded into the ground so that the plaques are commonly referred to as “bricks”.

#### **Eligibility**

Current and former faculty, classified staff, and administrators who have served for 25 years and satisfy the following criteria:

- Total service time is computed district-wide.
- For faculty, service time is computed per semester for a total of 50 semesters. The maximum credit shall be two semesters in any one academic year beginning with the fall semester and ending with the summer intersession. No more than one semester of creditable service may be accrued by any faculty member in any summer regardless of how many summer intersessions he or she may teach.
- For classified staff, service time is computed from the first day of employment and includes all periods of employment, both full and part-time.
- For administrators, service time is computed from the first day of employment and includes all periods of employment, both full and part-time.
- Faculty, classified staff, and administration time are all counted and added together for those that have served in more than one role.
- Employees must have served greater than 50% of the time at Moorpark College (26 semesters minimum for faculty).

#### **Procedures**

The Academic Senate and Classified Senate are each responsible for the organization and financing of their respective “bricks”. Faculty and classified honorees receiving a brick may be responsible for up to half of the costs depending on the availability of outside funds.

Administrator honorees may be responsible for the full cost of a brick; those who have served the majority of their years as faculty or as classified staff will be considered for funding by the respective Senate.

The call for “bricks” goes out every other Spring semester (odd years), preferably by the end of the fourth week of classes. Interested parties must contact the Academic Senate president or the Classified Senate president or their designees, as appropriate, to express their interest by the

deadline stated in the announcement. Service time is verified by the Senate executives in cooperation with District Human Resources.

There will be a modest dedication ceremony the following Fall semester to celebrate the momentous contribution to Moorpark College by the honorees.

Approved by Academic Senate: 19 February 2019

Approved by Classified Senate: 20 March 2019