

Moorpark College Academic Senate Council Agenda

Tuesday November 2, 2021 2:30pm-4:00pm in CCCR and [Zoom](#)

Moorpark College 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.*

The Academic Senate is an organization that primarily makes recommendations with respect to “academic and professional matters” defined as (Title 5 [§53200](#)):

- (1) Curriculum, including establishing prerequisites and placing courses within disciplines
- (2) Degree and certificate requirements
- (3) Grading policies
- (4) Educational program development
- (5) Standards or policies regarding student preparation and success
- (6) District and college governance structures, as related to faculty
- (7) Faculty roles and involvement in accreditation processes, including self-study and annual reports
- (8) Policies for faculty professional development activities
- (9) Processes for program review
- (10) Processes for institutional planning and budget development
- (11) Other academic and professional matters as are mutually agreed upon between the governing board and the academic senate

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

I) Public Comments

(3-minute limit; please be in attendance before 2:30pm)

II) Timely Business

A. Brown Act Teleconference Suspensions During a State of Emergency

New legislation modified the Brown Act, enabling virtual meetings during a state of emergency ([Gov code Section 54953](#)). Senate must agree that the emergency impacts the ability to meet safely in person and “make the findings” (reconsider emergency circumstances and its impact on meeting safely) every 30 days to continue virtual meetings.

No handout on AS website

Action item

- B. Equal Employment Opportunity Advisory Committee Update—Perry Martin Update from the Moorpark faculty representative on the Equal Employment Opportunity Advisory Committee (EEOAC). Part of its charge is drafting the district Equal Employment Opportunity (EEO) Plan.
No handout on AS website
Discussion item

III) Student Report

IV) Consent Agenda

Consent agenda items will be approved in a single motion unless a senator requests separate action on a specific item or items.

- A. Minutes from October 5, 2021
See handout on AS website
Action item
- B. Minutes from October 19, 2021
See handout on AS website
Action item

V) Unfinished Business

- A. Faculty Prioritization Debrief
Review and discussion of the faculty prioritization process this year with the goal of continuous improvement.
See handouts on AS website
Discussion item

VI) New Business

- A. Annual Work Plan 2021-2022
The Work Plan for this academic year operationalizes the Educational Master Plan, connecting actions to each strategic direction. Input has been incorporated from the strategic planning retreat in the Spring and the social justice workgroup themes have been noted where they align with existing goals. This plan has been recommended for approval by the joint EdCAP/Fiscal committee at its Sep 28 meeting.
See handout on AS website
Action item: first read

B. Enrollment Management Plan 2021-2022

The Enrollment Management Plan is the subset of the Annual Work Plan that relates to enrollment. This plan has been recommended for approval by the joint EdCAP/Fiscal committee at its Sep 28 meeting.

See handout on AS website

Action item: first read

C. Moorpark College Participatory Governance Handbook 2020-2025

The Moorpark College Participatory Governance Handbook describes the decision-making processes at the college, outlining the various governance, administrative, and operational groups. Charges and memberships for all Senate Standing Committees are included. The delay in completion allowed the new Moorpark College Mission Statement to be included. Links have been provided to the foundational documents for the Associated Students, Classified Senate, and Academic Senate in the appendix. This document is provided as a reference, is posted on the Senate site under [Resources & Procedure Papers](#), and may also be found on the [Planning at Moorpark College site](#).

See handout on AS website

Information item

D. Low Textbook Cost Update

All three colleges agreed to \$40 or below for the low textbook cost (LTC) designation. There is now a LTC symbol available for the schedule of classes. Please contact department chairs and deans to ask for this symbol to be added to qualifying classes.

No handout on AS website

Information item

E. Registration Priority—TRIO

Federal TRIO programs identify and provide services for individuals from disadvantaged backgrounds. Adding TRIO students to priority group 2, after statutory groups, for registration priority was brought to the District Technical Review Workgroup – Student Services (DTRW-SS) for consideration. Enrollment priorities are documented in the handout Administrative Procedure 5055 Enrollment Priorities (group 2 highlighted for reference). Currently only Oxnard College has a TRIO program.

See handouts on AS website

Discussion item: first read

F. Academic Senate Constitution and By-Laws Workgroup Update

The Academic Senate Constitution states that “The Academic Senate Council shall re-examine the Constitution at least once every six years and the By-Laws at least once every two years” (Article IX). Amendments to both documents require a majority vote to first be placed on the agenda. Constitutional amendments require a two-thirds vote of the general membership. Amendments to the By-Laws require a two-thirds vote in Senate Council. It is time to revisit both the Constitution and the By-Laws. How will

Senate lead equity and social justice efforts on campus, in the district, and beyond? A workgroup was formed to provide recommendations for Senate Council.

No handouts on AS website

Information item

G. ASCCC Fall Plenary Draft Resolutions

The Academic Senate for California Community Colleges (ASCCC) Fall 2021 Plenary is just around the corner. Senate leaders from around the state gather (in person and virtually this time) to debate and vote on resolutions that guide the executive team and the work of the ASCCC committees and workgroups.

See handout on AS website

Discussion item

H. Moorpark College Academic Senate Logo

Sample Moorpark College Academic Senate logos for consideration.

See handout on AS website

Discussion item

I. Faculty Obligation Number (FON)

The Faculty Obligation Number (FON) is the number of faculty required for a district to maintain in order not to be fined. Its original intent was to encourage colleges to approach the goal of 75% full-time faculty for schedule delivery.

See handout on AS website

Information item

J. Faculty on Full-Time Faculty Hiring Committees

Last academic year Senate revisited the strong preference of requiring tenure to serve on full-time faculty hiring committees. The conversation continues

No handout on AS website

Discussion item

K. Future Agenda Items

What academic and professional matters would the Academic Senate Council like to discuss in future meetings?

- Online camera and microphone guidelines/best practices for MC
- Including Part-Time Faculty in Service Awards

No handouts on AS website

Discussion item

VII) Reports

- A. Officer reports
- B. Faculty Liaison Reports
- C. Standing Committee Co-Chair Reports

VIII) Announcements

- A. ASCCC 2021 Fall Plenary – Thu-Sat Nov 4-6
- B. Board of Trustees Meeting – Tue Nov 9

IX) Adjournment

Senate will provide to individuals with disabilities reasonable modification or accommodation including an alternate, accessible version of all meeting materials, consistent with Executive Order N-29-20 and Government Code sections 54953.2, 54954.1, 54954.2, and 54957.5. To request an accommodation, please contact the Senate Treasurer rbennington@vccd.edu by 5pm the Sunday before the meeting of interest.

ACADEMIC SENATE COUNCIL REPRESENTATIVES 2021 – 2022

POSITION	NAME	POSITION	NAME
ASC President	Erik Reese	Library	Danielle Kaprelian
ASC Vice President	Tiffany Pawluk	Life Sciences	Jazmir Hernandez Audrey Chen
ASC Secretary	Nicole Block	Mathematics	Marcos Enriquez Rena Petrello
ASC Treasurer	Ruth Bennington	Media Art / Comm Studies	Jenna Patronete Jamie Whittington- Studer
ACCESS	Jolie Herzig Silva Arzunyan	Performing Arts	Nathan Bowen
Athletics	Matt Crater Mike Stuart	Physics / Ast / Engr / CS	Chrystin Green Scarlet Relle
Behavioral Sciences	Dani Vieira Kari Meyers	Social Sciences	Matthew Morgan Susan Kinkella Rex Edwards
Business Administration	Josepha Baca Reet Sumal	Student Health Center	Allison Case Barton Silva Arzunyan
Chemistry / Earth Sciences	Roger Putnam Rob Keil	Visual Arts	Erika Lizée Cynthia Minet
Child Development	Cindy Sheaks- McGowan Shannon Coulter	World Languages	Perry Bennett Alejandra Valenzuela
Counseling	Chuck Brinkman Jodi Dickey	Part-time Faculty Representative	Felix Masci Dan Darby
EATM	Gary Wilson Brenda Woodhouse	AFT Representative (non-voting)	Hugo Hernandez
English / ESL / HUM	Sydney Sims Jerry Mansfield	CTE Liaison (non-voting)	
EOPS	Marnie Melendez Angie Rodriguez	GP Liaison (non-voting)	Traci Allen
Health Education / Kinesiology	Adam Black	Student Liaison (non-voting)	Priscilla Saerang
Health Sciences	Jamee Maxey	Committee Co-Chairs (non-voting)	