MOORPARK COLLEGE
Facilities/Technology – Committee on Accreditation and Planning
(FT-CAP)
MEETING AGENDA
Wednesday, May 6, 2020 | 1:15-3:00 p.m., **Zoom https://cccconfer.zoom.us/j/92464261921 Meeting ID: 924 6426 1921**

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	Vance Manakas	
					Kevin Balas	
					Sherry Ruter (Alt)	
Academic Senate President, Ex Officio	Nenagh Brown			EATM, Life & Health Sciences	Brenda Woodhouse	
Dean	Carol Higashida				Audrey Chen	
	Oleg Bespalov				Armine Torabyan (Alt)	
Business Services	Michele Perry					
	Dan McMichael				Mary Swenson (Alt)	
	John Sinutko				Lan Nguyen (Alt)	
Associated Students Representative	Brigit Quezada			Physical Science & Career Education	Rick Edwards	
					Jennifer Mallory	
Instructional Technologist	Tracie Bosket			Business, Social & Behavioral Sciences, Child Development & Languages	Navreet Sumal	
Student Services Council	Kim Korinke				Felix Masci	
ACCESS	Shyan Diaz-Brown				Hugo Hernandez	
Classified Staff	John Dobbins			A&R, Counseling, Student Life & Support, EOPS, & Student Health Center	Lydia Basmajian	
	Shandor Batoczki					
Vice President, Ex Officio	Amanuel Gebru					
	Mary Rees					
GUEST	Dan Watkins			Arts, Media & Communication Studies	Steve Callis	
					Ariana Burrell	
					Gerry Zucca	

TOPIC	ACTION
1. **WELCOME**	
2. **PUBLIC COMMENTS**	
3. **APPROVAL OF MINUTES:** April 1, 2020 & April 29, 2020	
4. **INFORMATION/REPORTS** ➢ IT UPDATE – Dan McMichael ➢ INSTRUCTIONAL TECHNOLOGY UPDATE – Tracie Bosket ➢ FACILITIES PROJECTS UPDATE – John Sinutko	

TOPIC	ACTION
➢ DISTRICT-WIDE IT UPDATE – Dan Watkins	
5. Committee final discussion and vote for TRAWG rankings	
6. Committee final discussion and vote for PAWG rankings	
7. Committee final discussion of Strategic Planning Retreat 2019 Facilities needs summary linkage to Educational Master Plan.	
8. Review of Goals and Accomplishments	
9. Good of the Order	
10. ADJOURNMENT	

HANDOUTS	FT-CAP 2019/20 MEETING CALENDAR, 1st Wednesday at 1:15 p.m., Zoom
FT-CAP Agenda | 5/06/2020	~~2019~~ | ~~9/04~~, ~~10/02~~, ~~11/06~~, ~~12/04~~
FT-CAP Meeting Minutes | 4/01/2020 & 4/29/2020	2020 | ~~2/05~~, ~~3/04~~, ~~4/01~~, ~~4/29 Special Call Mtg.~~ 5/06
TRAWG Final Rankings	
PAWG Final Rankings	
Facility Needs Summary 3/24/2020	

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
FACILITIES AND TECHNOLOGY– Committee on Accreditation and Planning (F-CAP/Tech-CAP) *Committee of Academic Senate*	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.	**Co-Chairs** • Vice President of Business Services • Faculty member appointed by the Academic Senate Council and is, therefore, a member of the Academic Senate Council **Members** • 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 • 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)

FRAWG Members	TRAWG Members	PAWG Members
- Carol Higashida Co-Chair - John Sinutko - Vance Manakas - Gerry Zucca- Co-Chair - Ariana Burrell - Brenda Woodhouse - Felix Masci - Kim Korinke - Shyan Diaz-Brown	- Oleg Bespalov Co-Chair - Dan McMichael - Kevin Balas- Co-chair - Tracie Bosket - John Dobbins - Andrew Kinkella - Lydia Basmajian - Steve Callis - Michele Perry - Rick Edwards - Norm Marten	- Jennifer Clark Co-Chair - Nenagh Brown- Co-Chair - John Sinutko - Steve Callis - Gerry Zucca - Norm Marten - Felix Masci - Hugo Hernandez - Shyan Diaz-Brown

Goals 2019/20	Date of Action/Completion
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 and Technology Master Plan.	
5. Implement faculty and staff webpages.	
6. Update Facilities Master Plan.	
7. Review committee charge and membership for Decision Making Handbook.	