

# Moorpark College - Academic Senate Council Minutes

Tuesday December 7, 2021 2:30pm - 4:03pm 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.*

All handouts are available on the Academic Senate handout website:

<https://www.moorparkcollege.edu/academic-senate-2021-2022-handouts>

## I. Public Comments

- A. Ruth – December 17<sup>th</sup> due date for SLO data. Super important this year for accreditation. In spring we will be reviewing the data and disaggregating it.
- B. Allison – Please let students know that the student health center will be closed over the holidays.
- C. Roger – Geology majors will be presenting their capstone projects Monday, December 13<sup>th</sup> 3pm PS 134. This is original applied research. Please show up to learn a few things about our community. They are also going to be presenting at this year's meeting of the Geological Society of America.

## II. Consent Agenda

- A. Minutes from November 16, 2021 and November 30, 2021.
  - 1. Ruth - Motion to approve the consent agenda
  - 2. Chuck – Seconds the motion
  - 3. No discussion. Roll call vote.
  - 4. Unanimous approval of the consent agenda with one abstention by Allison.

## III. Student Report

- A. Priscilla – Upcoming cultural excursion next Thursday after finals for all Moorpark college students to the Science Center. And we are all just doing our best to get good grades on finals.

## IV. Unfinished Business

- A. Faculty on Full-Time Faculty Hiring Committees
  - 1. Erik – There was some discussion of including those on hiring committees who have had some experience on campus first but maybe not tenured yet. There were also some arguments against that to protect those going through tenure from undue pressure. We have time for a discussion on this and I would like your guidance on this since it is the responsibility of the Academic Senate president to sign off on the composition of all the full-time faculty hiring committees. My long term goal is to write down the local practice Council decides for future Academic Senate presidents.

2. Nenagh – I would like to add some history to this from our previous discussions. AP 7120D does not say faculty members have to be tenured. But it is not written down anywhere formally. The faculty request in the past has been for only tenured faculty to be on the hiring committees. But, I did sign off on several committees where both the faculty and the dean requested exceptions with special circumstances. Sometimes I signed off on part time faculty and full time faculty who had not received tenure. This happened less than ten times. I had two occurrences in those four years where one faculty member was concerned there that had been indirect committee pressure in a hiring committee. I did have one idea, if the committee wishes to include a non-tenured faculty member you can add another tenured faculty member on the committee. If you added another full-time tenured member it would balance out the untenured committee member. HR totally stamped on it because they were trying to limit the size of the hiring committees.
3. Tiffany – If we choose to permit non-tenured faculty members we could ask that the committee be composed of “no more than 20% of non-tenured faculty” so we don’t have committees that are completely untenured. Or, if we decided not to allow non-tenured faculty member we could add some clause that in a limited number of cases where subject matter expertise is needed the Academic Senate President could make an exception.
4. Erik – Nenagh, was that a proposal for a district policy?
5. Nenagh – Yes, we were attempting to change the district policy, although we did discuss it extensively during Academic Senate Council. I like that you are creating a guiding document locally.
6. Erik – A common challenge in small departments is that they do not always have a tenured discipline expert. Another scenario is when department chairs are nontenured but are being asked to be on the hiring committee. There were some other discussion points including the potential pressure on new faculty to serve on the hiring committee.
7. Comment – The strongest takeaway from my department was that we wanted to reaffirm what the contract says about the first two years of the tenure process being focused on teaching. Nobody in my department wanted to break away from that principle.
8. Comment– Counseling has long-term full-time non-tenure track faculty who know the campus and could serve on hiring committee. I don’t think it should be across the board that you cannot participate in the full-time faculty hiring committee if you’re not tenured. We don’t have evidence that this practice is even working well for us.
9. Comment – We could write a recommendation that they be in their 3<sup>rd</sup> or 4<sup>th</sup> year of tenure, if they don’t yet have tenure.
10. Comment – We had a similar situation. Our chair was a part-timer and we needed to hire a full-time faculty member. He could not participate in hiring even though he did all the program plans and went to all the meetings. He did confide in me that he felt hurt that he was left out after he had given so much to the department. I certainly would vote that we have part-timers on tenure and hiring committees.
11. Comment – When we hired Dr. Gresh, I was the only full-time sociologist on campus because it was either that or get someone from a different college. I would rather have someone from our school who knows how we work over here. We should put wording in that we have preference for full time tenured but occasionally we will need non-tenured or part-time faculty.
12. Comment – My department’s idea was to allow part-time and non-tenured faculty particularly because of small departments. But perhaps we do need some kind of maximum percentage limitation for non-tenured faculty.
13. Question – Do we need a workgroup to come up with a document?
14. Erik – I am hoping for some guidelines now for the upcoming hirings.
15. Comment – I had a part-timer on my hiring committee and also somebody who was still in the tenure process. And then I served on two hiring committees while I was still in the tenure process. I still think the preference should be for fully tenured faculty but with exceptions.

16. Comment – To summarize what I am hearing. There is a need for flexibility for special circumstances. The preference is still for tenured faculty.
17. Comment – I do remember a concern that administration was committee stacking so individuals were chosen for the hiring committee in order to push a particular person they have a strong preference for hiring. New non-tenured individuals could be put in place to help hire a preferred candidate.
18. Erik – There was some worry expressed about administrative manipulation.
19. Comment – We also want to remember that this is also about increasing diversity and limiting new full-time faculty on hiring committees would also limit new perspectives.
20. Comment – I hesitate if they are in the first year or second year. I personally feel that maybe somebody that is brand new doesn't understand the Moorpark College culture. Happy to allow part-timers and non-tenure track full timers but I am reluctant to have people new to the college experience.
21. Comment – I agree people on their first two years should be focusing on teaching. But at the same time, if we are saying we only want people in the Moorpark culture then we aren't going to get the diverse voices. So I think 3<sup>rd</sup> or 4<sup>th</sup> year faculty in the tenure process as well as non-tenured faculty are okay to get as much variety of voices as we possibly can.
22. Comment – I love Moorpark and I think we are great but we can be better. We did just change our mission statement. I think there is room for improvement. I have one counselor going through tenure. By the 3<sup>rd</sup> and 4<sup>th</sup> year they are ready to go. We hire folks who have already had full-time jobs, so they aren't brand new to their job, and limiting it to just tenured faculty is missing a lot of different perspectives. As a reminder, we don't have proof that limiting it to tenure-track produces any better results.
23. Erik – I just went back to the AP. It says that the director of employment services may authorize part-time faculty to serve on screening committees on an exception basis.
24. Nenagh – I withdraw my previous brilliant idea. This council is very different than when we had these discussions earlier. So at this point I would like to suggest that Academic Senate recommends that all faculty on full-time hiring committees are tenured and when exceptions are needed preference would be given to faculty in the 3<sup>rd</sup> and 4<sup>th</sup> year of tenure. Would that give you guidance Erik?
25. Comment – Regarding part-time faculty, they are vulnerable to pressure too because they need as many classes as possible and don't want to lose them. I would be more reluctant to have part-time faculty for that reason.
26. Erik – I hear four themes of our discussion
- (1) preference for tenured faculty overall,
  - (2) exception for 3<sup>rd</sup> year or 4<sup>th</sup> year faculty,
  - (3) limiting number of non-tenured faculty on a committee,
  - (4) part-timers permitted that are discipline experts, if necessary.
27. Tiffany – I move that there is a language in the full-time hiring committee policy at Moorpark College that there is a strong preference for tenured hiring committees members with possible exceptions to come.
28. Erik – We are just gathering ideas here and will finalize it for a vote in January. One goal is to document Council preferences.
29. Comment – It is hard to vote on this without knowing what the exceptions to come are.
30. Comment – I suggest we wait and work on the wording and present it in January.
31. Comment - I might have some language we could use. "Moorpark College academic senate recommends that hiring committees be comprised of full-time tenured faculty. Part-time faculty, 3<sup>rd</sup> and 4<sup>th</sup> year full-time faculty may be eligible, depending on the situation."

32. Erik – Thank you for getting us started on the wording. The officers will wordsmith this and present it in January for a vote.

B. Moorpark College Academic Senate Logo

1. Nicole - The second logo with the flame was the winner in the online survey. We discussed that there might be minor changes you'd like to make to it. For example, do you want to make the stars yellow? Or do you prefer the book in logo #1?
2. Erik – We will do a roll call vote on the individual elements.
  - a) *Roll call vote: #2 logo's border/outer ring is the favorite*
  - b) *Roll call vote: yellow stars are the favorite*
  - c) *Roll call vote: book #2 is the favorite*
3. *Chrystin motions to approve logo option #2 with gold stars*
4. *Marnie seconds the motion*
  - a) *Roll call: The logo is unanimously approved with gold stars.*
5. Erik – Since we request donations from all over campus for scholarships and bricks and other important uses, we discussed that we would instead use our own personal funds to purchase any clothing or other goods with the new logo on it.

## V. New Business

A. Proposed Senate Budget for Academic Year 2021-2022

1. Ruth - This is the budget in its standard form. During the first year of the pandemic we couldn't come on campus to submit requests. There was also some confusion with the scholarship money getting to the students. You can see that we have a deficit budget but really the monies are budgeted for two years of scholarships. I am hoping this year we will pay the scholarships in the current year. That is why it looks the way it does.
  - a) *Marnie motions to approve the senate budget for 21-22.*
  - b) *Dani seconds the motion*
  - c) *Roll call vote: Unanimously approved the budget*

B. Faculty Obligation Number (FON)

1. Erik – During faculty prioritization, there was talk about the 100 million dollars that the state put towards full-time faculty hiring, from which our district could apply for \$2.5 million. It turns out if you receive that money your FON goes up because you are expected to hire more faculty. The FON is related to FTES. If you are below that number then you do not have the minimum number of faculty, and the district receives less funds.
2. At Moorpark College we have 172.8 full time equivalent faculty (FTEF). The FON for the district is 383.8 but we have 436.9 FTEF as a district. So we are about 53 faculty above the FON as a district. Our FON is going up by 30, but we will still be 20 over as a district.
3. I get asked how to break that 383.8 FON by college, but the state does not calculate that. We could estimate it by FTES. In the current adoption budget, Moorpark College has 44% of the district FTES. So, 44% of 383.8 is a 173 FON, so we are just over it as a college. But, percentage wise, we only have 40% of the Full Time Equivalent Faculty in the district. So, the other two colleges have slightly more FTEF than their percentage of FTES (MC 44% of district FTES but 40% of FTEF, OC 20% of district FTES but 23% of FTEF, and VC 36% of district FTES but 38% of FTEF).
4. The whole idea of FON was to move the community college system closer to 75% full time faculty and 25% part time faculty for course delivery. The very last column in the green is percent full-time faculty at 61%. We are not anywhere near 75%.

C. Reserves Information by Location

1. Reserves has come up quite a few times so this is for interest and to give a little perspective.
  - a) *111 is general funds unrestricted*
  - b) *113 is general funds designated for infrastructure*
  - c) *114 is things like bookstore lease income*
2. Total Reserves \$70 million
  - a) *District holds \$33 million*
  - b) *Moorpark College's Fund 113 and Fund 114 have \$17.98 million*
  - c) *We are allowed to save money for capital projects like the way finding project and gym updates, or if the roof caves in.*
3. Comment – There are \$11 million of unallocated district reserves.
4. Comment – The district has close to half of the total of the reserves.
5. Question – What is Econ Dev?
  - a) *Division of Economic and Workforce Development where various businesses come in and take classes.*
6. Question – Have we used the Revenue Shortfall Contingency recently?
  - a) *I am not sure.*

## **VI. Adjourned 4:03pm**

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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	-
ASC Secretary	Nicole Block	NB	Mathematics	Marcos Enriquez Rena Petrello	ME
ASC Treasurer	Ruth Bennington	RB	Media Arts / Comm Studies	Jenna Patronete Jamie Whittington Studer	JP
ACCESS	Jolie Herzig Silva Arzunyan	JH	Performing Arts	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	Reet Sumal	RS	Student Health Center	Allison Case Barton Silva Arzunyan	ACB
Chemistry / Earth Sciences	Roger Putnam Rob Keil	RP	Visual Arts	Erika Lizée Cynthia Minet	EL
Child Development	Cindy Sheaks- McGowan Shannon Coulter	-	World Languages	Perry Bennett Alejandra Valenzuela	-
Counseling	Chuck Brinkman Jodi Dickey	CB	Part-time Faculty Representative	Felix Masci Dan Darby	FM
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)	TBD	
EOPS	Marnie Melendez Angie A. Rodriguez	MM	Co-GP Liaisons (non-voting)	Nenagh Brown Kellie Porto-Garcia	NB
Health Education / Kinesiology	Adam Black	AB	Student Liaison (non-voting)	Priscilla Saerang	PS
Health Sciences	Jamee Maxey Michelle Dieterich	JM	Committee Co-Chairs (non-voting)	Christy Douglass Beth Gillis-Smith Letrisha Mai Norm Marten Jennie Whitlock	