Academic Senate Goals and Accomplishments for 2021-2022

Ratified by Academic Senate Council 2022-05-03
Officers: Ruth Bennington, Nicole Block, Tiffany Pawluk, & Erik Reese

These are the final goals ranked by vote by senators, combining ideas gathered at the Academic Senate Planning Session on August 31, the AS General Meeting on August 13, and Senate Council on September 7 and 21. Note that 90% of our time will be spent on the usual tasks of AP/BP's, initiatives and plans, faculty prioritization, and the like. We want to select a few things on which to focus for the 10% of our time that we can dedicate to other tasks of our choosing.

These results from voting are below, listed in rank order from highest priority to lowest priority. The number in brackets is the sum of the ranks for that goal and recall the lower the number the higher the rank.

1) Finalize 16-week calendar discussions within the VCCCD. [74]
   a. After much advocacy, received confirmation from Chancellor for moving forward with 16-week calendar
   b. Advocated for an implementation workgroup
   c. Senate President is a member of the implementation workgroup that set a timeline for Fall 2024 implementation with this item currently moving through our participatory governance process and is targeted to reach the board at their May meeting
2) Continue to transform the culture of Moorpark College by focusing on racial equity, inclusion, and social justice for students of color and other marginalized student populations. [75]
   a. Standing committees revisiting charters and membership with an equity, diversity, and inclusion lens
   b. Reviewing and updating constitution with an equity, diversity, and inclusion lens
   c. Reviewed and updated preference for full-time faculty to serve on hiring committees for full-time faculty
   d. Reviewed and clarified our process of elections for Senate Council and Standing Committee representatives
   e. Voted to include TRIO Program students in group 2 for registration priority
   f. Adopted a low-cost textbook $40 threshold that was adopted district-wide along with a corresponding symbol for the schedule of classes
3) Increase strategic collaboration with students and student organizations to gain perspective, enhance the student experience and inform policies and practices. [82]
   a. Student report standing agenda item
   b. Senate President visited Associated Students to discuss accreditation
4) Inspire and lead in the transformation of Moorpark College by re-envisioning the future of higher education through engagement with students, classified professionals,

administrators, and the community to understand current trends in education and our students' needs (e.g., modality preferences, mental health, basic needs, equity). [95]
   a. Discussed the 8+8 model, which some programs are exploring
   b. Discussion of equity data by modality
5) Advocate for nutritious dining options on campus that nourish better memory, alertness and faster information processing, while also promoting positive social, emotional, and academic outcomes for everyone in our diverse campus community. [96]
   a. Encouraged including campus center update or new campus center resource request in program plans
6) Support the development and growth of remote work for faculty where appropriate and not otherwise prohibited by the law. [97]
   a. Senate adopted a resolution in support of non-instructional faculty impact on student success and preparation
   b. Appointed faculty to serve on college and district remote work committees
7) Advocate for increased common gathering areas for students, including safe spaces for student groups and organizations. [108]
   a. Encouraged including common gathering spaces in program plan resource requests
   b. Prioritized student gathering space requests as part of the FTCAP prioritization process
8) Encourage increased access to training and innovative technology for faculty that will enhance the students' learning experience, develop student skills and prepare students for transfer and career opportunities. [117]
   a. Senate Council committed to providing hybrid meetings throughout this academic year
   b. Professional development sessions largely online and/or in hybrid format for increased access
9) Support the development of our Ethnic Studies program consistent with the new state-wide graduation requirement. [121]
   a. Faculty prioritization ranked a full-time ethnic studies instructor second
10) Participate in the accreditation process with a focus on collecting and analyzing disaggregated data campus-wide. [125]
   a. Large faculty involvement in writing standards, including gathering evidence and participating in collecting and analyzing data
   b. Input on standards from Senate Council solicited throughout the Spring semester
   c. Regular encouragement and reminders on Student Learning Outcomes and requirements related to accreditation
11) Promote the relationship and increase communication with the AFT on academic and professional matters that impact shared governance, academic freedom, professional development, technology, evaluation, and policy guidance. [132]
   a. Piloted tenure committee formation as a conversation with the Moorpark College AFT Vice President and Senate President
   b. AFT President and Senate President collaborated on a number of policies and procedures as part of district committee work

Curriculum Committee Goals Accomplished
Co-Chairs: Letrisha Mai, Scarlet Relle, & Mary Rees

- Continue implementation of COR/program review
- Ensure curriculum compliance with Title 5 regulations and the latest edition of PCAH
- Create new ADTs, review and if necessary update adopted ADTs for SB 1440 compliance
- Become familiar with course and program submission timeline, necessary documentation, and approval process
- Guide and support Culturally Responsive Curriculum
- Encourage the consideration of DEI (Diversity, Equity, Inclusion) across curriculum
- Encourage reduction of barriers to promote diversity, equity, and inclusion through curriculum
- Continue to explore options for granting Credit for Prior Learning (CPL)
- Review and if necessary update courses and propose new courses for C-ID
- Continue implementation of CTE 2-year program review processes
- Adhere to the approval processes of noncredit curriculum in accordance with VCCCD policy and Title 5 regulations

SUMMARY of CREDIT CURRICULUM

- Course Outline of Record (COR)
  - Update: 271
  - New: 23
  - Delete: 16
- Programs
  - ADT: Update - 12; New - 1
  - AA/AS: Update - 5
  - COA: New - 10; Update - 3; Delete - 1

SUMMARY of NONCREDIT CURRICULUM

- COR: New :- 4; Update - 1

Distance Education Goals and Accomplishments 2021-2022

Co-Chairs: Christy Douglass & Michael Ashton

DE Committee 2021-2022 Goals (Adopted 10/27/2021)

1. Modify and/or support online learning policies which address student equity. (PRT C1)
2. Assess instructional technology (Proctorio, Labster, Cranium Café, etc.) to determine usefulness for Moorpark College.
3. Assess impact of camera, microphone, and regular and effective contact policies, and recommend improvements as the findings warrant. (PRT C1a, C1c & C1d)
4. Review and modify Regular and Effective Contact Policy based on Federal and State best practices. (PRT C1b)

2021-2022 Accomplishments

- Committee recommends **adoption of PRT document** to Senate for October 5th agenda. After document is passed, funding will be provided by IEPI group to work on our initiatives. (Goal #1)
    - Passed Unanimously 9/22/21
- Committee recommends that the **POCR process include equity elements** moving forward. (Goal #1)
    - Passed Unanimously 10/27/21
- Committee recommends the **development of a Universal Design for Learning (UDL) Certificate of Proficiency**. *This aligns with the strategic plan goal to increase faculty and staff knowledge of Universal Design by 2024.* (Goal #1)
    - Passed Unanimously 10/27/21
- Committee recommends the **option for faculty to have courses reviewed for equity standards in the POCR process**, in addition to the CVC-OEI Rubric. (Goal #1)
    - Passed Unanimously 11/17/21
- Committee recommends **HTML support be provided for foreign language faculty** participating in the POCR process. (Goal #1)
    - Passed Unanimously 1/26/22
- Committee acknowledges the **Quality Focused Essay's alignment with the efforts and work done by the DE committee.** The QFE allows the institution to reflect on what it sees as its top priorities and its global actions to support student success. (Goal #1)
    - Passed Unanimously 2/23/22
- Committee recommends that **Instructional Technologists and Designers (ITDs) and Alternate Media Specialists** have the option to **serve as reviewers in the POCR Process**, by participating in the review or Sections A-C and/or Section D. (Goal #1)
    - Passed Unanimously 3/23/22
- Thorough **digital tools analysis** was conducted, including surveys of faculty and staff, and recommendations were provided for the future use of the digital tools below. (Goal #2)
    - Committee recommends the discontinuation of institutional support of **Proctorio**.

- o Committee recommends the discontinuation of institutional support of **Labster**.
- o Committee recommends the continuation of institutional support of **Cranium Café**
  - ▪ All Passed 3/23/22
- Committee recommends updated **Regular and Substantive Interaction Guidelines** be presented to and adopted by Academic Senate. (Goals #3 & #4)
  - o Passed Unanimously 3/23/22
  - o Presented to and Adopted by Academic Senate on 4/5/22
- Committee supports the President's Student Leadership Forum in its efforts to increase **student engagement for online learners**. Committee supports the development of a resource hub to better connect the online student population to campus information in resources. (Goal #1)
  - o Passed Unanimously 4/27/22
- Committee supports the research of **BlackBoard Ally data** in the hopes that the findings will better inform our future goals and activities surrounding accessibility in online courses. (Goal #1)
  - o Passed Unanimously 4/27/22

Joint EdCAP/Fiscal Goals and Accomplishments

Goals Adopted 2021-10-28
Accomplishments adopted 2022-04-28
Co-Chairs: Nenagh Brown, Linda Resendiz, Oleg Bespalov, Jennifer Clark, & Erik Reese

1) Provide leadership for accreditation—draft ISER by end of academic year
   a. Oversight, organization, and planning of ISER writing
   b. Standards researched and written by inclusive workgroups with input from students, classified, administrators, and faculty
   c. Drafts of college standards largely complete thanks to the hard work from so many participants across the college
2) Develop vision for planning committee, including charge and membership
   a. Robust discussion and reflection in the joint committee on the pros and cons of the joint committee versus individual EdCAP and Fiscal committees
   b. Workgroup formed for detailed discussions and drafting of charge and membership
   c. Voted to institute an Integrated Planning Committee, displacing both the EdCAP and Fiscal committees
   d. Charge and membership for the new Integrated Planning Committee adopted at the Apr 28 joint committee meeting
3) Provide transparency for budget and fiscal expenditures
   a. Review and discussion of the Governor's budget, the district budget allocation model, and infrastructure model
   b. Report of DAC position requests
4) Ensure equity in planning and budget
   a. More direct equity focus on newly developed program planning questions (see also #6)
   b. Explicitly ask how resources will help close equity gaps in the program planning process
   c. Embedded goals of DEI focused PRT plan into the college annual work plan
5) Perform gap analysis on prioritizations that will inform the planning processes for the following academic year and includes alignment with support of disproportionately impacted groups
   a. Gap analysis performed at the Mar 22 joint committee meeting
   b. Email sent to college president for feedback
   c. Gap analysis annual plan used as starting point for 2022-2023 annual work plan with input solicited at strategic planning retreat
6) Review program planning process for efficiency and to support student learning and equitable outcomes

a. Adopted a new, streamlined program planning process so people can focus on the program self-reflection and continuous improvement rather than the software
   b. New guiding questions developed that removes jargon, more directly supports equity, and more closely aligns with discussions during program planning meetings
   c. Input solicited from various committees, including EdCAP/Fiscal, FTCAP, Academic Senate, and from department chairs for an inclusive process
7) Clarify relationships among the planning documents
   a. Discussed College Planning Model from Participatory Governance Handbook at April 28 meeting
8) Review and recommend updates to the Moorpark College Vision and Values as appropriate
   a. Workgroup developed an initial draft for a significant update to the vision and values
   b. Initial input from EdCAP/Fiscal and brought to strategic planning retreat for campus-wide input
   c. Refinement will continue next academic year and will also include reviewing the college mission statement

FTCAP Goals and Accomplishments 2021-2022
Co-Chairs: Norm Marten & Jennifer Clark

1.Develop a more effective prioritization process for FRAWG, TRAWG, and PAWG requests. **Completed--**F/T CAP has decided to add an equity criterion (to address Diversity, Equity, Inclusion and Access) as a ranking criterion for its workgroups reviewing requests.

- o The criterion is not a mandate for requests to address the area, rather, it is being added as one of a number of criteria that is considered by each workgroup.
- o All criteria utilized by each workgroup (FRAWG, ORAWG, PAWG and TRAWG) will be forwarded to Mary Rees. These criteria will then be provided to program leads during Program Planning training such that they can be addressed when writing requests.

2.Implement Way-Finding Project. **Completed-**-The committee is updated monthly regarding the planning and implementation of the Way-Finding project.

3.Continue to provide a report on completion of requested resources and communication out to the campus constituents. Completed--F/T CAP has approved ranking recommendations for all requests under its purview:

- o ORAWG (Other Requests)
- o FRAWG (Facility Requests)
- o TRAWG (Technology Requests)
- o PAWG (Planning Requests)

These rankings are being forwarded to Oleg for posting to the:

[Resource Allocation Prioritization Lists](#)

The rankings are also being emailed to program leads with encouragement to begin purchases/start work on funded items.

4.Make recommendations for updating the annual Information Technology Operations Plan. **Completed-**-F/T CAP reviewed and made inquiries regarding the IT Operations Plan. No recommendations for changes were made. The Committee thanked the Dan McMichael for the work put into the plan and the IT department as a whole.

5.Update Facilities Master Plan: **Completed**--F/T CAP reviewed and made inquiries regarding the IT Operations Plan based on updates provided at the Spring planning event and to the Committee directly. Questions regarding the plan were addressed by John Sinutko. No

recommendations for changes were made. The Committee thanked the John for the work put into the plan and the Operations as a whole for the work they do.

PD Goals and Accomplishments 2021/22
Co-Chairs: Jamee Maxey, Beth Gillis-Smith, Gabby Chacon, & Josepha Baca

Goal	Accomplishments
Share timely, salient, innovative Professional Development and Flex opportunities and resources that integrate IDEAA for the campus community	- Assisted with PD workshops and offerings on campus, including Multicultural Day - Updated PD webpage to share upcoming PD opportunities, both those offered by Moorpark College groups and from outside organizations - Managed PD travel funds requests - Ensure PD events include IDEAA/DEI focus
Ensure Professional Development Committee is reflective of the constituents, needs and strategic direction of the college	- Reviewed committee membership to ensure cross-campus representation - Revised committee charter to ensure DEI goals and language align with college strategic plan - Review IR feedback from Flex participants and integrate to planning future PD offerings - Planned and implemented official Flex day activities: Fall PD Week, Jan PD Days - Completion of PD Report for Chancellor's Office
Facilitate cross-functional, integrated approach across grants, initiatives to collaborate and create PD opportunities	- Meet with people from CHESS, Curriculum Audit, FIG, Guided Pathways to create more integration PD efforts - Introduced PD opportunities at Multicultural Day
Identify professional development opportunities to help faculty and staff meet the increasing demands of the workplace via optimization	- Reviewed evaluation surveys generated during PD activities. - Ensured PD events include opportunities to develop skills useful to distance learning and instructional technology - Ensured PD events include opportunities to develop skills and approaches to enhance student equity and success. - In conjunction with Institutional Research Office, conducted survey on needs and interest for equity training - Evaluate PD in accordance to the MC Strategic Plan, the PRT, and other state-wide community college goals

SLO Committee Goals and Accomplishments for 2021-2022
Co-Chairs: Ruth Bennington & Oleg Bespalov

1. *Assist in the implementation of eLumen for SLO assessment.*
   Goal accomplished and continues to be a work in progress.

2. *Define the process for inclusion of Student Learning Outcomes (SLO) in new and updated courses and programs.*
   This process has been implemented

3. *Create course, program, and institutional learning outcomes template, including timelines.*
   Goal accomplished; templates were created and timelines were established.

4. *Support ongoing development and analysis of Course Learning Outcomes (CLO) and Student Services Learning Outcomes (SSLO).*
   SSLOs were accomplished last semester and CLO analysis continues.

5. *Develop recommendations for processes and venues where reflection(s) and analysis of SLO data could take place, including consideration of equity outcomes.*
   SLO question in program plans was added; next year data will be assessed or make further recommendation will be made.