



EdCAP/ Fiscal Planning Joint Committee Minutes DRAFT September 28, 2021, 1:00-3:00pm

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.

EdCAP Committee Charter

The Education Committee on Accreditation and Planning makes recommendations on college-wide planning and accreditation issues related to educational programs and student services.

The planning component under the purview of EdCAP includes:

- Program Plans: Evaluating the program planning process and recommending modifications as needed;
- Educational Master Plan: Defining the format of the Educational Master Plan, establishing and monitoring the timeline, and recommending approval of the final document;
- Strategic Plan: defining the strategic directions and goals of the Strategic Plan, establishing and monitoring the timeline, and recommending approval of the final document;
- Annual Work Plan: reviewing the goals and metrics of the Annual Work Plan and recommending approval of the final document; and

- Annually with the Fiscal Planning Committee, reviewing college resource recommendations in relation to the Strategic Plan for gap analysis and recommendations.

The accreditation component under the purview of EdCAP includes:

- Monitoring and reviewing the preparation of the Self-Evaluation reports required by ACCJC;
- Monitoring/evaluating/documenting progress on self-evaluation plans developed by the college as well as recommendations from the ACCJC; and
- Reviewing and analyzing the ACCJC Annual Report, including the Institution-Set Standards.

Goals for 2021-22:

Forthcoming

EdCAP Membership / Attendance

Position	Name	Present
Co-Chairs	Nenagh Brown	
	Oleg Bespalov	X
VP Academic Affairs*	Mary Rees	X
VP Business Services*	Jennifer Clark	X
VP of Student Support*	Amanuel Gebru	
Academic Senate Pres.*	Erik Reese	X
Classified Senate Pres*	Linda Resendiz	
Dean members:	Oleg Bespalov	X
	Howard Davis	X
	Carol Higashida	
	Matt Calfin	
	Priscilla Mora	
	Khushnur Dadabhoy	
	Monica Garcia	
	Robert Cabral	

Position	Name	Present
<u>Faculty Dept Chair, Cord, or designee from each department:</u>		
ACCESS	Silva Arzunyan	
EATM	Gary Wilson	
Kin/Health/Athletics	Adam Black	
Behavioral Sciences	Chad Basile / Dani Vieira	
Business	Josepha Baca/Reet Sumal	
Chemistry/Earth Sci.	Tiffany Pawluk/Roger Putnam	TP
Early Childhood Dev.	Cindy Sheaks-McGowan	
Counseling	Jodi Dickey	
English/ESL	Sydney Sims	
EOPS	Angie Rodriguez/Marnie Melendez	
Health Sciences	Christina Lee	
Library	Danielle Kaprelian	
Life Sciences	Audrey Chen	
Mathematics	Phil Abramoff	X

Position	Name	Present
Comm Studies & Media Arts	Rolland Petrello	X
Visual Arts	Erika Lizee	
Performing Arts	John Loprieno	
Physics/Ast/Engr/CS	Farisa Morales	
Social Sciences	Hugo Hernandez	
Student Health Center	Allison Barton	
World Languages	Helga Winkler	
<u>2 classified staff:</u>	Kristen Robinson	
	Deb Brackley	
<u>ASMC</u>	Jin Kim	
* Ex-officio, non-voting members		
Guests:		

Future Meetings

Fall semester:
~~August 24~~; September 28; October 26; November 23
 Spring semester:
 January 25; February 22; March 22; May 10



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<p>C. Accreditation Update (no documents) a. Sign-ups!</p> <p>D. IEPI PRT Plan: second read a. PRT plan</p>	<p>There is still time to sign-up to work on the ACCJC ISER. In addition to adding your name to the sign-up sheet, please email Oleg Bespalov, Gabby Chacon, or Priscilla Mora if you would like to join a group or have questions about the ISER process.</p> <p>The goal is to have the gap analysis done in the fall and the writing done in the spring to complete the document this academic year. The ISER will go through the participatory governance groups in fall 2022 before it is mailed to ACCJC in January 2023 for their review. ACCJC will then give their feedback on the areas the fall 2023 visit will be focused.</p> <p>Moorpark College requested support from peers across the state to help us improve our DI populations and distance education, particularly with the DI population. A group from Moorpark College used the Peer Review Team suggestions to complete the IEPI PRT Plan with objectives, leads, action steps, and deliverables. Once the document is received, they will give us \$200,000 to help us create an inclusive campus and eliminate equity gaps in student outcomes.</p>	<p>Howard Davis moved to recommend the IEPI PRT for approval by the Academic Senate and Rolland Petrello seconded. The motion was approved unanimously</p>
NEW BUSINESS		
<p>A. Joint Committee Goals for 2021-2022 a. Draft goals for conversation</p> <p>B. Enrollment Management Plan 2021-2022 a. Enrollment management plan</p> <p>C. Classified Prioritization Meeting: Date and Process a. Classified prioritization assumptions</p>	<p>Committee Co-chairs shared some ideas they brainstormed as draft goals for conversation.</p> <p>Goal #4 Applying equity lens to planning and budget.</p> <ul style="list-style-type: none"> Use a different word that "apply." <p>Goal #6 Review program planning process for efficiency and ensure student learning.</p> <ul style="list-style-type: none"> Provide sessions for people to discuss ideas on how to approach program plans before program plans are due. Get an idea of trends of recommendations and concerns coming from programs. After the submission of program plans, there is a discussion amongst the whole program. <p>The goals will be coming back for further discussion.</p> <p>The Enrollment Management Plan is a subset of the Annual Work Plan with items covering new degrees, increasing retention, and new markets to pursue. The district is establishing a District Council on Enrollment Management, and this plan will help inform that committee of comprehensive solutions to enrollments.</p> <p>Classified Prioritization is tentatively scheduled for November 23rd from noon to 2 pm, and the joint committee meeting continues after.</p> <p>Prioritization assumptions, suggested criteria, discussion ground rules were shared. Updates to the document will include the committee name change, voting can be done in person and electronically, and a typo in assumption V. will be revised.</p>	<p>Rolland Perello moved to recommend the approval of the Enrollment Management Plan to the Academic Senate and Howard Davis seconded. The motion was approved unanimously.</p>



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<p>D. Vision and Values Discussion a. Current vision and values</p> <p>E. DCAS Update</p> <p>F. Annual Institutional Research Agenda a. IR agenda</p> <p>G. Campus Environment Committee a. Committee Notes b. Goals</p>	<p>The Fiscal Committee was roughly 24% classified and the EdCAP/Fiscal Joint Committee has approximately 21%. Membership of the Committee can be discussed further and will possibly be reflected as a goal.</p> <p>Feedback was requested on whether there is a need to form workgroups to revisit the Vision and Values or if they still align with the Mission. The committee will take more time to review the Vision and Values before making a decision.</p> <p>There are areas in the district that are behind on board policies and administrative procedures. There is usually a five-year review cycle for board policies, but that has been extended for two years to complete the current review cycle.</p> <p>The District Administrative Center restructure will go to DCAS for further consideration. This request consists of many priority new positions at the district as recommended through the Collaborative Brain Trust.</p> <p>There was a discussion of partial travel reimbursement for management position interviews that require significant travel. There was also a suggestion to include faculty and classified positions.</p> <p>The change of healthcare benefits plan has reduced long-term liability for healthcare by roughly \$50M. This discussion will come back to the committee once more details become available.</p> <p>Oxnard College made a request for \$1.5M over three years to add 100 sections and a satellite location. This discussion and demographic studies will be coming to all college participatory governance committees.</p>	<p>Postponed until next meeting</p> <p>Postponed until next meeting</p>
ANNOUNCEMENTS		
FUTURE AGENDA ITEMS		
ADJOURNMENT		



MOORPARK COLLEGE
Fiscal Planning Committee

The Fiscal Planning Committee makes recommendation on college-wide fiscal processes. Responsible to plan, monitor and evaluate the college- wide fiscal operations: Ed Code 53200(c): - processes for budget development

Fiscal Planning Membership / Attendance

POSITION/DEPARTMENT	CHAIR/DESIGNEE	ATTEND	DEPARTMENT	CHAIR/DESIGNEE	ATTEND	DEPARTMENT	CHAIR/DESIGNEE	ATTEND
Co-Chair: Academic Senate President	Erik Reese	X	Athletics/KIN/Health	Matt Crater		English/ESL	Jeff Baker	
							Kara Lybarger-Monson (ALT)	
						Business Admin	Ruth Bennington	X
Co-Chair: Classified Senate President	Linda Resendiz		Physics/Astronomy/CS Engineering	Loay Alnaji		Library	Jackie Kinsey	
						ACCESS	Silva Arzunyan	
Co-Chair: VP Business Services	Jennifer Clark	X	Student Health Center	Allison Case Barton	X	Health Sciences	Christina Lee	
AFT Faculty Appointee (1)	Hugo Hernandez	X						
Associated Students Representative (1)	Marina Bayless		Chemistry/Earth Sciences	Rob Keil		Mathematics	Phil Abramoff	X
Classified Supervisors' Representative (2)	Michele Perry		Counseling	Traci Allen		Child Dev	Cindy Sheaks-McGowan	
	Johanna Pimentel	X		Wendy Berg (Alt)				
Classified Representatives (5)	Deborah Brackley		Social Sciences	Hugo Hernandez	X	EOPS	VACANT	
	Kris Romero			Lee Ballestero (Alt)		EATM		
	Linda Sanders			Visual Arts	Erika Lizee		Behavioral Sciences	Dani Vieira
	Obalid Younan		Performing Arts	John Loprieno		Life Sciences	Melia Tabbakhian	
Dean Appointees (3)	Carol Higashida		World Languages	Perry Bennett		Media & Comm Studies	Neal Stewart	
	Priscilla Mora					Ex Officio (non-voting):		
	Khushnur Dadabhoy							
Director, Facilities, Maintenance & Ops	John Sinutko					VP AA	Mary Rees	X
Financial Aid	Kim Korinke					VP SS	Amanuel Gebru	



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FISCAL PLANNING COMMITTEE		
COLLEGE-WIDE COMMITTEE	CHARGE AND SOURCE OF AUTHORITY	MEMBERSHIP
<p>Fiscal Planning</p> <p><u>Reports:</u></p>	<p>Plans, monitors, and evaluates college-wide fiscal operations</p> <p><i>The Fiscal Planning Committee makes recommendations on college-wide fiscal processes. Responsible to plan, monitor and evaluate the college-wide fiscal operations: Ed Code 53200(c): - processes for budget development</i></p> <p>The specific tasks of this Committee are:</p> <ul style="list-style-type: none"> • Annually review the District Budget Allocation Model and make recommendations for changes as necessary; • Reviewing reports on the development of the College General Fund budgets in alignment with District processes, and relaying information to constituent areas; • Reviewing emergent budget needs and constraints; • Implementing the annual Classified Hiring Prioritization process; and • Annually with the Education Committee on Accreditation and Planning, reviewing college resource recommendations in relation to the Strategic Plan for gap analysis and recommendations. 	<p>Co-Chairs: Vice President, Business Services Academic Senate President Classified Senate President</p> <p>Members:</p> <ul style="list-style-type: none"> ▸ Faculty Appointed by AFT (1) ▸ Associated Students Representative (1) ▸ Classified Supervisors' Representative (2) ▸ Classified Representatives (5) ▸ Dean Appointees (3) ▸ Director of Facilities, Maintenance & Operations ▸ All Faculty Department Chairs and Coordinators or Designees ▸ Executive Vice President (Ex-officio, non-voting)