

MOORPARK COLLEGE
Facilities/Technology – Committee on Accreditation and Planning
(FT-CAP)

MEETING AGENDA

Wednesday, May 4, 2022 | 1:15 pm-3:00 p.m., Zoom <https://vcccd-edu.zoom.us/j/97746698622?pwd=K1duUXc1dkFOSUY2ZXVycUNTOW44UT09>

Meeting ID: 977 4669 8622

Passcode: 382543

| 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 | Silva Arzunyan | | |
| Academic Senate President, Ex Officio | Erik Reese | | | Matt Crater | | |
| Dean | Carol Higashida | | | Kevin Balas | | |
| | Priscilla Mora | | | Sherry Ruter (Alt) | | |
| Business Services | Michele Perry | | EATM, Life & Health Sciences | Brenda Woodhouse | | |
| | Dan McMichael | | | Audrey Chen | | |
| | John Sinutko | | | Armine Torabyan (Alt) | | |
| Associated Students Representative | Ashwin Naresh Kumar | | | Physical Science & Career Education | Mary Swenson (Alt) | |
| | | | | | Lan Nguyen (Alt) | |
| Instructional Technologist/Designer | Tracie Bosket | | | Business, Social & Behavioral Sciences, Child Development & Languages | Rick Edwards | |
| Student Services Council | Kim Korinke | | Jennifer Mallory | | | |
| ACCESS | Shyan Diaz-Brown | | Navreet Sumal | | | |
| Classified Staff | Kris Romero | | A&R, Counseling, Student Life & Support, EOPS, & Student Health Center | Felix Masci | | |
| | Michael Grimes | | | Hugo Hernandez | | |
| | Shandor Batoczki | | | Lydia Basmajian | | |
| Vice President, Ex Officio | Amanuel Gebru | | | Giselle Ramirez | | |
| | Mary Rees | | | Allison Case-Barton | | |
| CTE Faculty Liaison | Trevor Hess Robert Cabral (Alt) Michael Hoffman (Alt) | | | Arts, Media & Communication Studies | Steve Callis | |
| GUESTS | Dan Watkins | | Ariana Burrell | | | |
| | | | Gerry Zucca | | | |

| TOPIC | ACTION |
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| 1. WELCOME | |
| 2. PUBLIC COMMENTS | |
| 3. APPROVAL OF MINUTES: April 6, 2022 | |
| 4. INFORMATION/REPORTS <ul style="list-style-type: none"> ➤ IT UPDATE – Dan McMichael ➤ INSTRUCTIONAL TECHNOLOGY UPDATE – Tracie Bosket ➤ FACILITIES PROJECTS UPDATE – John Sinutko ➤ DISTRICTWIDE IT UPDATE – Dan Watkins ➤ CTE UPDATE – Trevor Hess | |
| 5. Vote - PAWG Recommendations – second reading | |
| 6. Annual Technology Operations Plan – Dan McMichael | |
| 7. Facilities Master Plan update – John Sinutko | |
| 8. Discussion of DEI-A criteria for workgroups | |
| 9. Update and discussion on 2021-2022 Committee Goals - Goals & Accomplishments | |
| 10. Good of the Order – Evaluation reminder | |
| 11. ADJOURNMENT | |

| HANDOUTS | FT-CAP 2021/2022 MEETING CALENDAR, 1 st Wednesday at 1:15 p.m. |
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| FT-CAP Agenda 5/04/2022 | 2021 9/01 (Last Zoom Meeting), 10/06, 11/03, 12/01 |
| FT-CAP Meeting Minutes 4/06/2022 | 2022 2/02, 3/02, 4/06, 5/04 |
| PAWG Rankings | |
| Technology Operations Plan | |
| Facilities Master Plan | |

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) <i>Committee of Academic Senate</i> | 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 | Co-Chairs <ul style="list-style-type: none"> Vice President of Business Services Faculty member appointed by the Academic Senate Council and is, therefore, a member of the Academic Senate Council Members <ul style="list-style-type: none"> Three faculty members from each Student Learning Division appointed by the Academic Senate Council |

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| | <p>team recommendation that refer to facilities and/ or the needs of digital technology for students, faculty, and staff.</p> | <ul style="list-style-type: none"> • 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) |
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| FRAWG Members | TRAWG Members | PAWG Members | ORAWG Members |
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| <ul style="list-style-type: none"> • Carol Higashida Co-Chair • John Sinutko • Gerry Zucca- Co-Chair • Ariana Burrell • Brenda Woodhouse • Felix Masci • Shyan Diaz-Brown • Michael Grimes • Giselle Ramirez • Allison Case-Barton | <ul style="list-style-type: none"> • Priscilla Mora, Co-Chair • Dan McMichael • Kevin Balas- Co-chair • Tracie Bosket • Lydia Basmajian • Steve Callis • Michele Perry • Rick Edwards • Kim Korinke • Armine Torabyan • Kris Romero | <ul style="list-style-type: none"> • Jennifer Clark Co-Chair • Erik Reese Co-Chair • John Sinutko • Steve Callis • Gerry Zucca • Norm Marten • Felix Masci • Hugo Hernandez • Shyan Diaz-Brown • Shandor Batoczki | <ul style="list-style-type: none"> • Norm Marten • John Sinutko • Felix Masci • Jennifer Clark |

| Goals 2021/2022 |
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| 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. |
| 5. Update Facilities Master Plan. |