Oxnard College Academic Senate Minutes

**February 10, 2014 2:00 pm. LS-8**

Members present and absent:

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| **Academic Senate Executive Board** | | |
| Linda Kamaila, President | | Present |
| Robert Cabral, Vice President | | Present |
| Diane Eberhardy, Treasurer | | Absent |
| Gloria Guevara, Secretary | | Present |
| **Department** | | **Senators** |
| ADS/Paralegal | 1. Becca Porter, Absent | | |
| CAOT/Office Technology | 1. Diane Eberhardy, Absent | | |
| Child Development | 1. Vacant | | |
| Counseling | 1. Graciela Tortorelli, Present | | |
| Dental Programs | 1. Armine Derdiarian, Present | | |
| Fine Arts and Performing Arts | 1. Vacant | | |
| Fire Programs | 1. Vacant   1. Vacant | | |
| Health Services |
| Letters | 1. Jennette Redding, Present  2.Teresa Bonham, Present  - - - - - - - - - - - - - -  1 PT Vacant  2. PT Vacant | | |
| Library | 1. Tom Stough, Present | | |
| Management | 1. Robert Cabral, Present | | |
| Math | 1. Cat Yang, Present  2. Mark Bates, Absent  - - - - - - - - - - - - - -  1 PT Vacant | | |
| Part-Time Faculty Rep. at-Large | 1. Vacant | | |
| Physical Education/Health | 1. L. Ron McClurkin, Absent | | |
| Natural Sciences | 1. Shannon Newby, Present  2. Chris Mainzer, Present  - - - - - - - - - - - - - - -  1 PT Melissa Graham, Absent  2. PT Vacant | | |
| Student Support Services (EAC, Health Center) | 1. Della Newlow, Present | | |
| Student Support Services (EOPS) | 1. Gloria Lopez, Present | | |
| Social Sciences | 1. Marie Butler, Present 2. Gloria Guevara, Present   - - - - - - - - - - - - - -  1. PT Vacant | | |
| Technology | 1.Vacant | | |
| AFT | 1. Susan Jones, Present | | |

Non-Voting Faculty: Jim Merrill, Peggy Smith, Kevin Hughes, Carolyn Dorrance Ishita Edwards, Bola King Guests: Luanne Crockett, Mati Sanchez, Erika Endrijonas

1. Call to order-Meeting Called to Order at 2:07pm
2. Welcoming of Guests; Public Comment
   1. Public Comment by Jim Merrill—Hiring committees. J. Merrill called attention to the make-up of hiring committees. The selection process was under way and Ken and Jim Merrill were not informed of it (no input requested from the English Chair). J. Merrill questioned when change of make-up of committee occurred. Why is the process working differently?

1. L. Kamaila responded that the change in hiring committee policy has been in effect for the past three years, noting that it is “In consultation with the Dean or Department Chair”. She assumed that suggestions would be forwarded to Ken and some were forwarded to the AS President (Kamaila). She noted that many were unaware of the process. Dr. Duran requested from Department Chairs recommendations for committees through the Deans. Dr. Duran following specific criteria (e.g. does not want anyone retiring to sit on hiring committee). These are widely shared practices across the state.

2. J. Merrill pointed out that this is not in any Board Policy. He noted that the Incumbent in ASL should be on committee.

3. L. Kamaila—cant use Julie because she is leaving. Dr. Duran requested recommendations. APs not approved by Board it falls under a “shared rubric” does not want retirees.

4. Tom Stough asked if part-timers could sit on committees.

5. Newlow asked if classified can sit on committee or if the person had to have a Master’s degree. Response by L. Kamaila—generally no. Dr. Duran is looking for tenured professor in ASL.

1. Approval of Minutes – January 27, 2014—Motion to approve—M. Butler

Gloria Lopez—second—motion approved.

1. Announcements and Informational Items and President’s Report (Accreditation Institute, New Accreditation Standards Draft, Legislative Update, Basic Skills & Adult Ed., Board Meeting, District Committees, Budget, Night Programs, other)

(All by Linda Kamaila unless otherwise noted).

1. The District is not hiring new classified because it does not have the personnel to process the paper work. Staff in HR have either transferred or have quit. Only putting in applications with Minimum quals. No new adjuncts are going to be hired.

R. Cabral asked why there is so much turnover in the District. L. Kamaila responded that Vice Chancellor also asked this question to her. Perhaps the turnover is due to the fact that we had an autocratic chancellor and people were used to style and were attached to managers (e.g. Sue Johnson). Too many changes have gone on lately at the district. L. Kamaila’s view on the Chancellor is that she is more transparent and open and more approachable. District is having an “emergency meeting” to solve this.

L. Kamaila reiterated that getting a new position is “not going to happen” because don't have staff to process paperwork. District employees are feeling over-worked.

1. Accreditation Institute—ACCJC has modified its accreditation standards. Looks like scorecard—Federal government is requiring that we have “standards” not scores. Scores should lead you to adopt standards. The student Achievement standards include:
2. Student Course Completion Rates
3. Student Retention Rates
4. Student Degree Completion #
5. Student Transfer to 4 yr college/university #
6. Student Certificate Completion #
7. Gainful Employment Data (USDE Proposal)

If we fail to meet standards –not clear what happens. College chooses baseline and tries to show improvement every year. Need to see how the College is doing on these things. R. Cabral asked if we should choose a standard over a 5 -year period. Choose a standard. If you are aware of target you will raise success.

1. Handout—FTES Diagram—We are meeting FTES goals at OC but if we don't meet target we will not get money as a district. Next year is good for OC; the following year we have to make our targets as a district. C. Horrock --we need to look for new students. Moorpark is dealing with a declining population. M. Bates noted that OC has always sought a larger percentage of funding. Question posed: Did eliminating ESL program affected FTES and students? Answer: No, it appears that ESL students are not continuing on to complete courses. L. Kamaila stated that OC’s students are more prepared in writing and math we need to work on reading skills.
2. Answering Questions about Night Programs—District IT services at night? No funds for staff. Only extended hours 8am-12 7 days a week. After Week 5 regular hours maintained. D2L outages new experience trying to fix it. Switch board and Deans –until 7:30pm. After 7:30 if you have an issue contact police.
3. Legislative Update—Jan 28th committee on higher education Basic Skills—all Basic Skills classes should be not-for-credit. Also, Adult Education coming to community colleges. If you can find no-credit classes at CC’s also relates to Basic Skills. Some CC’s were creative with Adult Ed. No statewide support for these types of courses. J. Redding asked what the status of the task forces. AD86 planning Grant (GED, Citizenship, Basic Skills, apprenticeship, etc.). Response by L. Kamaila-- what its doing is identifying through the various task forces what state thinks are non-credit tasks and who should do it. Trying to get high schools and CCs to work together to do it.
4. Enterprise Mode—Bookstore, Cafeteria, Child Center have to make a profit or it can’t exist. It appears that OC Child Care center will be closing. Graciella Casillas-Torterilli noted that feedback was that hours were not flexible enough. Discussion broke out among Senators/guests about why the OC Child Care center isn’t getting enough students.
5. Treasurer’s Report—no Treasurer’s report (absent).
6. Study Session: Student Success Update (Graciela Casillas-Torterilli)

A. Graciella Casillas-Torterilli- presented a draft on the creation of a counselor’s work group to identify issues and develop a process that would be consistent across campuses. Counselors are focusing on classroom visits and trying to target students on warning or probation (see Handout). Counselors are trying to establish relations with online students. Moving towards online counseling. Discussion broke out into factors affecting student success.

1. Committee Reports (Campus Committees, AFT)

PBC—district numbers (in handout).

PEPCI-reports due February 20th. Can get feedback.

CUDS—none

AFT--none

Curriculum--none

1. Action items (All by L. Kamaila unless otherwise noted)
2. First reading; Academic views on Compressed Calendar--Talk at Ventura calling for the need of a 15 ½ week calendar. J. Redding noted that the last negotiating team put it on the table for discussion and District did not pick it up. Works well for some subjects and not for others. Only adds 15 minutes to class hour (for 3 unit class). Not clear about 4 and 5 unit classes. Encouraged Senators to take this issue back to departments. Issue needs to be studied. Compressed calendar doesn't mean automatic winter/summer session. Students do better with compressed calendar.
3. Senate Projects (OC Foundation)—L. Kamaila spoke with Connie Owens and asked about donating money to Library—etc.? Connie suggested that we manage it ourselves as part of the Senate budget. Need to keep it simpler. Can donate to memory garden, etc. Turn in payroll deduction form.
4. Literature and Arts Series (Savren)
5. Reading/Writing Center (Exec Team)
6. One Campus/One Book (Butler)
7. Performing Arts (Edwards)
8. Senate Special Events (Exec Team)

Who decides how money was spent? Ad Hoc committee can make decisions

1. Ongoing business (L. Kamaila)
   1. Excellence committee (ad hoc; any volunteers?)
   2. Discussion of room change (we can go back to LLRC 101). Nothing was decided.
   3. Educational Master Plan—Senators need to look it over. Enrollment management plan will be written down (transparency). L. Kamaila can email draft to Senators.
   4. Learning Outcomes will be a part of faculty evaluation. Alignment with what we do for GE and what states do.
2. Adjournment—Meeting adjourned at 3:41pm.