

Academic Senate of Oxnard College

Regular Meeting, 2:00 pm NOVEMBER 23, 2020
Zoom

MINUTES

The Senate: Amy Edwards (President), Kevin Corse (Vice President), Lois Zsarnay (Treasurer), Linda Kama'ila (Secretary). Senators: Teresa Bonham, Ishita Edwards, Tom Stough, Gloria Lopez, Erin Lawley, Josh Lieser, Della Newlow, Tim Fontenette, Simon Salem, Elissa Caruth, Lilia Ruvalcaba, Shannon Newby, Jim Danza, Mike Ketaily, Kari Tudman, Susan McDonald, Marcia Fulkerson, Christine Mainzer, Jim Danza, Aniel Raka, Michelle Brownlee; Constantino Lopez, Absent: José Vega, Michael Sheetz, Deanna McFadden

Guests: Trustee Dianne McKay, ASG President Lorena Ortiz

Called To Order 2:03 By Pres. Amy Edwards	Motion to Adopt Agenda 1. Teresa Bonham 2. Lilia Ruvalcaba Unanimous		
Public Comment		None.	
Guests	Trustee Diane McKay	Q. Kamaila commented on McKay's conservative approach to budget. McKay: Came on board during the Great Recession of 2008, she kept remembering that we needed to be prepared for the worst while doing our best. Board will have a reserves retreat soon. Trustee McKay is part of the state-wide process of writing a budget handbook for board members. Q: Fulkerson: Looking forward, what kinds of things do you think will change? A. Education is often very slow-changing. It is still based on early 20 th century education. McKay congratulated faculty for being able to adapt and pivot. We did it (she emphasizes that it was faculty and college workers who did this, the Board just provided the resources). Longterm takeaway: what has been good about our situation? Is online tutoring a good thing? Maybe it's more comfortable online. Learning pods work, there are online techniques that can be brought back and make us more flexible longterm. Faculty and classified should be served better. We are all	

		<p>fatigued from being at home all the time. Q. Corse: Thank Trustee McKay for helping to make it possible to have on campus learning for programs that require it. He expressed appreciation and gratitude for being able to continue the Auto Tech program during the pandemic. A: Our Auto Tech people are very important, they will be more important in the future. It is very important to the labor force. Q: Ketaily: Similar thanks to what Kevin said, thanks to the board. A: Board is really proud of the public safety programs and realizes its need to support such programs. Q. Lawley. Also expressed thanks and mentions that we were able to do the CPR training. Q. Susan McDonald: Dental Hygiene is also thankful. A. Trustee McKay is grateful for the high risk the students are facing and points out the hires are local A Edwards: Any changes upcoming? A. Trustee McKay is familiar with the new board member and believes Stan Montooth, with his insider experience, will be a welcome addition. It sometimes takes time to find common ground. Thanks from ASG President Lorena Ortiz as well.</p>	
Action Items Minutes	<ol style="list-style-type: none"> 1. Teresa Bonham 2. Chris Mainzer 	Motion was unanimously approved.	
Committee Reports			
	Curriculum	Shannon Newby: Meeting tomorrow. Shannon and Paris continue to send first readings back to people.	
	PDC	Amy: There is an email in our Board Docs packet about Flex Days for Spring. AS is doing an “Academic Senate and Classified Senate Unite” seminar. Tim: Nothing to add. Slow, due to conferences. Faculty should think about doing something for Flex Day. Flex Days are open to all kinds of ideas, including academic meetings and personal interests. Amy: There are lots of virtual conferences. Things are more organic and less rigid.	
	SESC	Kari provided a written report and a power point. Items are on BoardDocs. Powerpoint is from a study survey. Kari reports that Dean Keller brought up at the meeting an important point: equity. We all need to look at the data and pay attention. Tom Stough: We are looking into getting multiple copies of texts to read for SESC.	

	AFT	No report.	
	Guided Pathways	Timeline for next year is coming forward for your approval. Michael Miller has been sending out emails, hearing from very few people. He wants to set up meetings with each discipline.	
	Anti-Racism	White Fragility Bookclub had a wrap-up meeting. Della: Shorter readings may be used next year, to continue the helpful discussions. Tim: Encourages people to come. Attendance went down a little at the end, but lots of feedback about how impactful it was. It can be painful but it also helps. Next semester will be more agile, more wide and more all-encompassing. Certainly more work to be done.	
	ASCCC	Amy has been forwarding a subsection of statewide conversations.	
		District Website Workgroup. Issues, comments or questions? Email Elissa Caruth (is it broken? Is it clunky?) Some of might not be changeable. Portal issues mentioned. Amy wants the HE articles to be available. Need funds for it.	
President's Report	Highlights	Spring Protocols: Fall Forum. Pres. Sanchez: Most of Spring will be similar to Fall (nearly identical). More experience has been gained about who to notify in case of COVID exposures. Worst case scenario: no face to face counseling, with programs pared down. Chancellor also reiterated that instruction on site is for certain essential workers.	
	OC Live	Three more events upcoming.	
	Holiday Event.	You have to RSVP. It's a drive-by. Food will be distributed to cars. There will be some loudness. Dec 11, 1 pm.	
	Chatbox Service for Students	This is a way to get help directly when you are on a district website. Some students already have it, it is to direct them to Student Services, wider launch will take place. Students can ask questions about all financial aid, schedule etc.	
	Reserve money	\$350,000 per college. \$150,000 for tech. \$100,000 for student mentors. \$50,000 each for online counseling and mental health programs. Building and ventilation are also under consideration. Amy took ventilation directly to the Chancellor. Newer buildings have appropriate exchange of air. Prop 39 allowed us to purchase equipment to improve LA and LS buildings. We have money for installation already set aside. Process is underway to look for vendors to improve ventilation. Teresa: How about offices. Amy: Will keep pushing. Trustee McKay: Knows a specialist in this area; will ask about latest standards. Ketaily: is there a return to business plan. Amy: Not that she knows of. Elissa: There is black particulate blown into offices by the ventilation system. It would hazardous per standards, but it has never been addressed. We were below standards before the outbreak (Linda K said same thing).	

	DCHR	AP 7120D. Recruitment for Faculty. They're trying to clean up some of the processes and make sure they are transparent and equity-driven.	
	DTRW-I	New healthcare (applied healthcare) related AA-T. Goal is to make sure that more students get an AA for completing pre-reqs for healthcare. Associate of Science in Pre-Health Professions.	
	DTRW-SS	Grading choices. Try to pay attention to Registrar so that you can inform students properly. Not all classes are P/NP. More info on AP/BP's for SS. Teresa: Is a medical option (EW) is the only option for students who get COVID? Amy: Yes. Lilia: Is there an excused withdrawal? How do we do it? Amy will try and answer. Gloria: Click on Student Services or Programs and search for Admissions and Records – then go to FORMS link, it is there. Lilia: Can it be made simpler? Gloria: One is for COVID and one is regular. It's under forms, may not come under search bar. Kevin: Can it be retroactive? Gloria: Yes.	Amy will look into making link easier to find.
	DCAS	Discussion of FON. We are above for Fall 2020. So we are compliant.	
	Fall Forum	Chancellor talked a lot about enrollments. We were up by 33% from Spring. Fall units are down, though. All three colleges are down. Overall student numbers are down for OC and VC, Moorpark is up. We are getting more wifi hotspots. We are able to make a request to work on site if we want to. We are purple tier in VC. No funding reductions for 2021. Hold harmless is extended for 2 years.	
	Board Meeting	Please send items to Amy. We need 2 faculty spotlights. McKay: Bring up the circulation/ventilation issue and how the facilities master plan may need to be changed. Taxes were not as bad as we thought, so a little good news. There were mid-year cuts in 2011 and 2012. Kevin: ARF should be Districtwide. We need to automate degrees, certificates, and awards. Both are underway. Discussions are in the beginning part. Gloria: Students don't have to fill out forms. Application is now is an easy form. Goes straight to admissions and records. No signatures needed. Degreeworks was used to check and is not 100% accurate. AP 7120D. Recruitment for Faculty. They're trying to clean up some of the processes and make sure they are transparent and equity-driven.	Ventilation issues and Facilities Master Plan.
	TEC	Unanimous vote to use laptops in next refresh, with possible requests for desktops as needed. 24" monitors will be supplied, but old monitors will be left, so 2 screens possible. Sporting events will get Wifi. Written handbook for website design is being worked on. There are concerns, Drupal wasn't enough. Patti Blair et al. are going to create a handbook. Next meeting January. Updates from Lauri Gentry and John Elmer.	

Old Business	Treasurer's Report.	Provided by Lois – same as last month. We cannot provide cash as a gift. We will do a check.	
	Goals Tracking.	Amy reads off goals. Lilia: Vulnerable students in Math (#4). Della on Goal #1: We need more training on learning modalities that work across all social groups. Teresa: We should have a template for the Goals. Luis Gonzalez had a nice template. With status and progress. #2. Academic Achievement/Access/Health/Enhanced online experiences. Newlow: Hotspots will help. All students should get a computer and a hotspot, which they get to keep. Teresa: Academic and Health Resources are separate. Linda: We need info. #3 Vulnerable student populations. We have resources and are emailing. #4 Support faculty in online instruction. Lilia: More on best practices. Amy: We need some Flex Training. #5 is included in this too. Della: More on tech support. Teresa: It was the first time for many people. Have Laura do more in depth on specific tools. Standing item about best practices. #6. Adjunct faculty. We now have an adjunct faculty at large rep. We have a few more adjuncts on Senate. Adjuncts are emailing Amy often. Good response from them. Michelle: Working on increased participation. Need to lessen split between fulltime and part time. Michelle has felt welcome at OC. 7 and 8. We are on our way.	Look at what to do for Spring Flex Training Add standing item. Perhaps add a working document for people to report or add.
	Educational Master Plan.	Mission and Values. One email sent to Amy. Said it looked good the way it is. We can still send comments. We can ask to remain anonymous.	
Old Business	VCCCD Decision-Making Handbook	Decision making handbook. Please send comments.	
	Faculty Mentoring Project	There's a ToDo list in BoardDocs. Amy is going to send out lists of mentors and mentees, plus drop in mentor sessions. The people asking for mentors have responded. More volunteers are in chat. Should we do more marketing? Teresa: Let it stand. Lilia: Send out a second email about mentoring. Shannon N: Thought it was sort of automatic and didn't encourage faculty to contact Amy. Amy may not need to match people up right now. Gloria: José did volunteer. Gloria is also willing to mentor. Teresa: Michelle Brownlee happy to volunteer for adjuncts; Lilia is volunteering. Della also. Raina also. Linda: Mentors should be the ones to reach out. Kevin: Some mentees want specific mentors (like a Math mentor rather than a general mentor). Della: Important to have a mentor outside of that. Lilia showed the list. Can Senators please add to/correct the list. Can have more than one person for topics. Technical issues with who can edit and how to edit.	Resend email to all faculty. Email department chairs and ask who wants the mentees/mentors? Final list next time. Then matching. Send out at beginning of Spring.

		https://docs.google.com/spreadsheets/d/1hj2bxqyyjsOSfvr6IVmYeg8JU2WgsJw3tiu7gbJYIHw/edit?usp=sharing Flex Days. What are drop in sessions for? Michelle: CSUN has Town Hall Meetings. Several spoke against Drop-Ins per se. Maybe a more specific meeting on what Senate does. Amy proposes to do State of the Senate and Best Practices. Maybe adjuncts need a particular time for people to come. Discussion of pro's and con's of Spring Flex Week Drop-in Sessions.	Send out link on how to edit the mentor lists
	Drop In Sessions		
Follow-up		Trackable goals. Mentor things. Ventilations. Flex Days. Loss of Canvas Help Phone Line Awareness (Follow up with District IT). EMP Second Read. Guided Pathways next time. One more meeting left.	
Good of the Order		GSA has conceded and will sign checks. Amy got an email from a student who simply wanted to thank her for instruction. He is now graduating in Comm Studies at CSUCI.	
Adjourned at 4:01			

Respectfully submitted,

Linda L. Kama'ila
 Secretary, Oxnard College Academic Senate
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