

Oxnard College Academic Senate (Monday, March 27, 2023)

Generated by Emily Zwaal on Monday, March 27, 2023

Senate Executives (2022 – 2023 AY): Elissa Caruth (President), Dolores Ortiz (Vice President), Emily Zwaal (Secretary), Ishita Edwards (Treasurer)

Senators Present: Catalina Yang, Lilia Ruvalcaba, Michelle Brownlee, Susan McDonald, Yong Ma, Juan Pitones, Jeanette Redding, Teresa Bonham, Josh Lieser, Kari White, Gloria Lopez, Marcia Fulkerson, Jennifer Zier, James Harber, Tom Stough, Della Newlow, Chris Mainzer, Melissa Graham

Senators Absent: Erin Lawley, Tim Fontenette, Dylan Altman, Gloria Lopez

Proxies: D. Newlow for E. Lawley & T. Fontenette, Teresa for D. Altman

Non-Voting Senator Present: Angel Garcia

Guests: Vice President Christopher Renbarger, President Oscar Cobian, Damaris Figueroa, Linda Fassua, Dan Watkins, Ariane Perez, Amparo Medina, Amanda Burwick, Gabriela Rodriguez, Leo Orange, Alan Hayashi

1. Call to Order

- Meeting called to order at 2:04pm by Academic Senate President Elissa Caruth

2. Adoption of the Agenda & Approval of the Minutes

2.01 Adoption of the Agenda

- 1st motion: C. Mainzer
- 2nd motion: T. Stough
- The Senate voted to adopt the agenda.

2.02 Approval of the Minutes

- 1st motion: I. Edwards
- 2nd motion: Y. Ma
- The Senate voted to approve the minutes from March 13th.

3. Public Comments:

- J. Harber volunteered to serve as chair of Sabbatical Committee for the following year. L. Ruvalcaba suggested we motion to seat him today. This will be an action item for our next OCAS meeting in April.
- D. Newlow encouraged teachers to send students to the EAC for testing if a learning disability is suspected. The majority do qualify and it is a free service.
- K. White asked if it is a good idea for us to promote Moorpark College's study abroad program to Argentina this summer since it is open to our students as well. There were no objections to doing this, but L. Fassau will look into their Study Abroad program to see if OC students will be affected by financial aid if they participate. We may add this to the 4/10 agenda.
- L. Orange shared that we are able to test for ADD/ADHD and any anxiety disorders. We have a clinical psychologist on staff who is able to assess students so please send them.
- E. Zwaal shared that the OC Foundation is looking for scholarship reviewers. Karla sent out an email with the Zoom link for an informational meeting this Wednesday. If you aren't able to attend you can still participate. Contact Pete Parker or Adriane Perez to volunteer. The more volunteers we have, the fewer applications for each person to review. E. Zwaal also distributed fliers on the Great Teacher's Seminar with instructions for applying. The retreat will take place this summer and we will be sending 5 faculty members.

4. ASG/Student Report

4.01 ASG/Student Report

- A. Garcia informed the Senate of the following upcoming events and asked faculty to inform students and encourage them to attend:
 - Gina Garcia presentation and workshop this Thursday in the PAB from 12 - 4pm.
 - May 1st will be a replacement for mental health day in front of student services.
 - Grad Fair on the 11th from 10am - 11pm
 - Student field trip to LACMA Art Museum on the 23rd
 - SCCC 31st - 2nd
 - ASG going to Washington D.C. April 3 - 6
 - Lavender Ceremony

5. Guests

No guests scheduled.

6. Action Items

AS to provide food for faculty at Family Festival, Dolores Ortiz

- The event should be more organized this year and there is more funds being put towards it. If OCAS covers food, we need someone to hand it out all day so another option is to use a food truck vendor that already exists with the school. We can pay them upfront for 20/30 people and give out tickets.
- T. Bonham motioned \$500 from AS funds to feed the faculty. K. White made a second motion. D. Newlow suggested that if we have a lot of people we have them pay \$3 or so. K. White cautioned it may be hard to collect money. G. Rodriguez noted that the vendor may be stationed on the opposite side of campus so this poses a logistical challenge. Last year there was a long wait for food. Amend to buy burritos? Senators voted to approve \$500 to feed faculty. E. Caruth will bring back more info from James Scheulke to our next meeting. E. Zwaal would like to see money included to feed student volunteers as well.

7. New Business

7.01 Budget, Chris Renbarger

- The Governor reported a 22.5 billion dollar deficit in the General Fund but the good news is it doesn't include education. If they don't fill the gap it still won't effect education. The proposed funding for rates in the Student Centered Funding Formula for 2023-24 will remain the same as this year, plus an 8.13% COLA (Cost of Living Adjustment).
- C. Renbarger went through sections of the tentative budget projections. Additional money for online teaching was accounted for, but for us to receive this it must go through our allocation model.
- The District projects 11.2 million but OC will receive about 20%, leaving us with ~2.2 million. These projections effected hiring decisions. Each new hire is roughly ~\$150K (salary and benefits included). We will be hiring 5 new faculty, 5 new classified positions, plus replacements, which amounts to \$1.5 million. This leaves \$725K, most of which will go toward part-time faculty and increased costs to supplies which are going up by about 10%. When the District releases the actual allocation model numbers, they may look a little different (the current numbers account for costs ahead of time). A. Hayashi asked if the allocation model changed. C. Renbarger explained that the schedule delivery allocation looks at FTES from the previous year and how many instructors were needed to deliver instruction based on that number. Then a calculation is performed based on part-time instruction. The college makes decisions on hiring full-time versus part-time to do the work. T. Bonham asked what our FON is and how much financial impact this has if we're not meeting FON. C. Renbarger replied that last year we were far above the FON. This year they anticipate we will struggle to meet it. This is a District calculation and depends on hiring across the district. We are adding 5 new positions so we're doing our part to assist with meeting FON. If we don't meet it, we pay a penalty (although he is uncertain how much the penalty is).

7.02 Faculty Hiring Update

- President Cobian shared that this year is the first time using the faculty prioritization schedule. They are cautious but optimistic. We are continuing to grow, which is a good sign. There are 5 new faculty positions we will be hiring for: English, Communication Studies, EMT instructor/coordinator, Art/Graphic Design, and Theater. There will be 10 replacement hires: Geology (in the works), Engineering, Biology, EAC counselor (new from Fall), Early Childhood Education, Addictive Disorders, Fire Tech, Student Health Center coordinator/nurse, Vet Counselor, and University Transfer Center (UTC) Counselor. It was asked if the Communications hire is a growth position or replacement for Amy Edwards. From a budgetary perspective, it's replacement. They may add Spanish and ESL but haven't received their retirement notices so they're unable to account for these at the moment.

7.03 Dan Watkins, VCCCD IT Strategic Plan DRAFT

- D. Watkins spoke on the 5 year Strategic Plan, which they have been sharing around with various entities since summer, including the Administrative Tech Advisory Committee. It has been vetted by them and the different colleges over the year. They went through all college tech committees for feedback and brought it to the OCAS in December. It will move to the Chancellor's Cabinet and Board of Trustees soon. D. Watkins went through the document briefly, which is also posted in the agenda in BoardDocs. The 3 areas of focus were tied back to the goals and includes key initiatives. These will drive the District's decisions. Objectives and plans of action will be reviewed each year. He is happy to return after next Fall semester. There will be a yearly outcomes assessment conducted and it includes how results will be measured and who will measure them. He is responsible for several of the plans of action. Much of the plan was modeled after business process analyses and they considered how tech can support improvements. The compressed calendar is included, as well as network initiatives. There will be a kick off meeting on the compressed calendar next month. They are running into some challenges presented by having a 4-week winter intercession. This leaves few days for flex. It is an ongoing discussion and they are asking for feedback. CVC Phase 2 is already completed.
 - T. Bonham asked if the 16-week model means there will be no flex or finals week? This is still in discussion. We will need to update board policy and administrative policy around the academic calendar. Federal holidays we may start observing may also impact the new schedule (such as Indigenous People's Day). M. Fulkerson appreciates the transparency. D. Watkins shared that they really want to support teachers and colleges, so they are partnering with the colleges' ITs to serve us better.
 - E. Caruth asked if we'd like a formal vote on 4/10 on the Strategic Plan. The consensus was yes. She will make it an action item. The Senate agreed it should be a 1st and 2nd reading on the 4/10 vote.

7.04 Financial Aid Fraud, Linda Fassua

- The Financial Aid department is asking for help in combatting bad actors. Dr. Cobian sent out an email March 9th with an overview of the fraudulent applications and "ghost" students here at OC. We were hit big 2 years ago when we were online and had Covid funding. They're back now, completing the CCC Apply applications by using programming code with bots (there is a YouTube video showing people how to do this). They get VCCCD emails, enroll as students, and then get money. Things to look for are 900 #'s that are consecutive

(i.e. 900911222). They tend to hit the top of the alphabet (A, B, C... and then go to the bottom). They tend to target online classes because they don't want to show up. The names and socials are real people whose identities have been stolen. Addresses can be local or out of state. They've put in measures to catch/block them, but now they're using other tactics. They were using the same email addresses repeatedly but now they got through again in January. They are asking if you see anything weird to contact Linda Fassua to look into it. If a student is not logging in, drop them. If they're not completing assignments legitimately, drop them. They're having bots complete assignments so teachers need to really read them. Teachers aren't dropping them until the last day to drop before receiving a failing grade, which is too far into the semester when the last day they attended was January. Be sure to drop these students at census. E. Caruth advised teachers that if a legitimate student is accidentally dropped, work with the dean to reinstate them. L. Fassua recommended that when in doubt, kick them out. D. Newlow shared that she feels bad dropping a legitimate student who is failing and not regularly attending, knowing they may have to pay money back and this is hard for many of our students. L. Fassua explained that an F and W are almost the same and they may have to pay money back for a failing grade as well. Students get their full amount on March 13th and if they drop by the Thursday immediately following then they can pull back the funds. Staff gets an email to see who drops.

7.05 Condor of the Month

- The Academic Senate is tasked with choosing an administrator for Condor of the Month. The big reveal will be in April. Grant director Gaby Rodriguez was nominated by T. Bonham (I hope you're not reading this Gaby!). She always goes above and beyond. I. Edwards mentioned James Scheulke but he was honored last month. D. Ortiz suggested Director of IT, Mike Alexander, as he does a lot without much support. K. White motioned to move that we vote for Condor of the Month. (T. Bonham?) seconded the motion. G. Rodriguez received the majority of votes.

7.06 Part-time Appreciation and Retiree Recognition

- The goals exercise from the last meeting provided great feedback. Some noted that many part-time colleagues are incredibly accomplished and should be recognized. The Exec Team agreed we should acknowledge them at the May 8th meeting along with retirees. E. Caruth recommended a potluck and will send out a sign-up sheet. The Exec Team will discuss if there's funding available to give retirees a small gift and bring this back for discussion at our next meeting. Please send ideas to E. Caruth.

8. Old Business

8.01 Curriculum Reassign Time

- The Senate has .4 reassign time of which .2 already goes to Curriculum Committee chair, .1 is shared by PDC in Spring and Sabbatical in Fall, and .1 is free (this used to go to the web tender). E. Caruth recommended that all .4 go to Curriculum. D. Ortiz agreed it should be more than the .2 it's been OR that Curriculum is given. gets .3 and PDF and Sabbatical can keep .1 to share. The point was made that if Curriculum gets .3 they can go .1 teaching, if they want the additional money. I. Edwards agreed with this. J. Lieser proposed leaving the option up to the person who takes it on. If they want to max out they can take .3, or take .4 if they don't want to be overwhelmed. E. Caruth needs to give Shannon Davis an answer now for planning purposes. C. Yang noted that with the common numbering system coming down the pipeline, it's going to be a lot for the Curriculum chair. The PDC co-chair used to be part of the OCAS Executive Council duties. D. Newlow noted that Sabbatical is easier now and doesn't need to meet in person. It doesn't require a lot of time and the .1 was only given in the past since no one stepped up. She will pass on forms to the new chair. K. White shared that she received release time for the Writing and Reading Center (WRC) but it wasn't enough for the time needed for the job. She couldn't also teach to make up that additional max load, so thinks .4 is appropriate. T. Bonham supports the idea of the additional .2 going to Curriculum due to the new changes coming. There will be a lot of new learning that needs to happen. Shannon Davis has done so much, the incoming chair needs to learn as much as they can from her so Shannon can focus solely on her actual job. If they don't want the full percentage they can kick back what they don't want, but it should be offered. A. Hiyashi recalled that the Senate used to only have .1 and then were given extra to distribute to the Exec but this is now being given to outside of the Exec. Many positions (PDC, CUDS, Budget, etc). could become the responsibility of the Senate President. S. McDonald shared that Shannon Newby said she'd co-chair if the .4 is split. T. Bonham motioned to increase the Curriculum Committee chair release time from .2 to .4. J. Lieser seconded the motion. The Senate voted to pass the motion.

8.02 Participatory Governance Manual

- Public comment: G. Rodriguez shared they will be taking students on a tour to Silicon Valley and to San Jose State. Please share these opportunities with students. The Job Fair is also coming up, which she distributed a flier on.
- E. Caruth thanked everyone for their input on the PGM. Per the College Planning Council meeting last week, it appears we are at an impasse. She believes we are stronger together and currently there are a lot of different emotions simmering. She sent forward a request for a technical review to the ASCCC. She is looking for a date for them to come. She feels we need an ombudsman to facilitate the discussion.
- E. Zwaal read Ariane Perez's comment: *"Thank you for the opportunity to share a public comment. I respectfully encourage Academic Senate to revisit the proposed changes to the PG Manual in a collegial dialogue with all constituencies before submitting any revisions. This situation has caused tension and worry, and I know that is not the way here at Oxnard College. None of us here at the campus want to see program cuts, and Classified are here to support these programs and departments. If or when we face another budget cut, it will take the collaborative efforts and creative minds of Admins, faculty, Classified, and students to advocate for the programs, collections and departments here on campus -- not just the responsibility of one constituency. It take a culture change, which we have seen here -- as Classified move into faculty roles, faculty ove into Admin positions, and even our student alum come back to this campus to work as Classified. We are all invested at this campus, and it's why we are here. It take revamping and restructuring the relationship between*

the campus and the OC Foundation, engaging with our city officials and industry partners, and interacting with our community. It takes a village, and we present a stronger message when we are working together. The proposed changes jeopardize the DEI values within our committees that we all hold dear and strive to strengthen, and our students altruistically serve on the PG Committees to be part of the conversation. I think it's beneficial to restart the conversation from a collaborative approach."

- T. Bonham shared comments on behalf of L. Ruvalcaba, that the proposed changes actually give students a stronger voice. The biggest voice as it's currently written is faculty and classified, but students will now be able to raise an objection.
- A. Hiyashi recalled his personal experience having been at the college many years. He described several instances in which Faculty were called to act on behalf of students and Classified. He recalled that it was the faculty who fought to keep programs and classes from being cut, not the students.
- E. Zwaal thanked A. Hiyashi for giving his account of these historical events but recommended that we always remain mindful of how we speak to students and about them. Students are instrumental and we do acknowledge the equal importance of their voice and their ability to enact change. The idea behind these proposed changes is not to silence student voices, but to ensure that faculty are able to exercise their right and duty to assume primary responsibility over the areas of 10+1, while listening openly to and taking into strong consideration the perspectives of all constituency groups. Legislation gives the Academic Senate more strength than it does to the other constituency groups and we are trying to ensure that we do not cede this right that could have unforeseen consequences for students, faculty, and classified alike.
- D. Newlow shared that Administration makes the ultimate call on issues anyhow and Academic Senate can be ignored, regardless of how much we push. Her own department has requested a replacement hire for several years and despite being ranked high in the resource request process, administration has chosen not to fill it.
- T. Bonham explained the Academic Senate is able to take the hits for all of us when we face hard times that threaten programs and classes.
- J. Redding stated that she feels the current PG Manual is a reflection of how students and classified feel about faculty, that we are not respected. This is a gulf that needs to be addressed. When Accreditation happens, we will be found to be out of compliance with the law and not holding purview over the 10+1. It should be Accreditation that drives us.
- E. Zwaal asked Classified and ASG representatives present if they feel the current PG Manual is meeting the faculty primary responsibility over the 10+1. D. Figueroa feels that we do have the 10+1 rights. Working together helps students. All constituencies being in the room helps better the college for students. She has consulted with ASCCC along with Classified, and they feel strongly that we are already aligned with the law.
- A. Garcia acknowledged faculty's history fighting for students, but feels sometimes faculty are not helping students. Students want our help. They want us to attend their meetings and talk to them. They have never seen most of us at their ASG meetings and ask for faculty to come to them. The only faculty they've seen at their meetings are D. Ortiz and E. Caruth. He wants to see us all working together as a college.
- A. Medina takes strong offense to the insinuation that the PGM is a reflection of how Classified feel about Faculty. She holds her relationships with faculty very dear and feels this spreads misinformation. When she put the current PGM together, she did a lot of research and looked at what other colleges are doing. She heard about historical tensions between Classified and Faculty on our campus and considered how we can rectify this and come together to support students. They came up with the 75% threshold because they wanted to make collective decisions before moving something forward. They were trying to be forward-thinking. No one objected at that time. Now a lot of private conversations are happening and Classified and students were blindsided by Academic Senate's proposal to remove seats without any prior discussion.

8.03 OCAS Goals Update

- Tabled until the next meeting

8.04 OC Family Festival

- Tabled until the next meeting

8.05 Supporting Students

- D. Figueroa spoke to E. Caruth and D. Ortiz's question at their last ASG meeting as to how faculty can better support students. Many students have reported to her that they don't feel respected by some professors in their classes, such as professors refusing to use their correct pronouns. D. Figueroa would like more faculty to attend professional development trainings (such as the recent R.I.S.E. training) and not always the same faces. She also has to educate students about how to advocate for themselves through the proper channels. She encouraged professors to help students by working with them.

8.06 PDC Committee Member & Senator Vacancy

- Tabled until the next meeting

8.07 May 8th Meeting Location - AA 101

- Tabled until the next meeting

8.08 Treasurer's Report

- Tabled until the next meeting

9. AS President's Report

9.01 OC Meetings and Information Update

- Tabled until the next meeting

9.02 District Meetings Update

- Tabled until the next meeting

9.03 Board of Trustee Items

- Tabled until the next meeting

10. PG/Standing Committee Reports

10.01 Reporting Schedule - 10 minutes

- Send reports to E. Zwaal.

10.02 ASG (ASG Officer)

- See agenda for any written report.

10.03 PDC (Cat)

- See agenda for any written report.

10.04 SESC (Erin, Update from Feb. 1st)

- See agenda for any written report.

10.05 CUDS (Jennifer)

- See agenda for any written report.

10.06 PRC (Lilia)

- See agenda for any written report.

10.07 TEC (Ishita)

- See agenda for any written report.

10.08 Budget (Susan)

- See agenda for any written report.

10.09 Curriculum (Shannon Davis)

- See agenda for any written report.

10.10 CPC (Ishita)

- See agenda for any written report.

10.11 ARW (Dolores)

- See agenda for any written report.

11. Other College Reports 11.01 Sabbatical

- See agenda for any written report.

11.02 AFT

- See agenda for any written report.

11.03 LLRC

- See agenda for any written report.

11.04 University Transfer Center

- See agenda for any written report.

11.05 Guided Pathways or Statewide Committees

- See agenda for any written report.

12. Follow-Up Items for Future Agenda

12.01 OCAS By-Laws Review

12.02 Requests for Future Agenda Items

13. Future Meeting Dates

13.01 April 10, 2023

13.02 April 24, 2023

13.03 May 8, 2023

14. Past Meeting Dates

14.01 January 23, 2023

14.02 February 13, 2023

14.03 February 27, 2023

14.04 March 13, 2023

14.05 March 27, 2023

15. For The Good of the Order

15.01 For the Good of the Order

- T. Stough shared that Juan Sanchez (a graduate of OC and current library assistant) is going to be moving to Moorpark College. He will be taking a promotion to Student Support Services Specialist. There will be a going away celebration for him on Wednesday if you want to come and contribute a dish to the potluck (contact Ricky to coordinate this)

16. Adjournment

16.01 Adjournment

- Meeting adjourned at 4:03pm by President Caruth.