

## Oxnard College Academic Senate (Monday, March 13, 2023)

Generated by Emily Zwaal on Monday, March 13, 2023

Senate Executives (2022 – 2023 AY): Elissa Caruth (President), Dolores Ortiz (Vice President), Emily Zwaal (Secretary), Ishita Edwards (Treasurer)  
Senators Present: Catalina Yang, Dylan Altman, Lilia Ruvalcaba, Michelle Brownlee, Susan McDonald, Yong Ma, Juan Pitones, Jeanette Redding, Teresa Bonham, Josh Lieser, Kari White, Tim Fontenette, Gloria Lopez, Marcia Fulkerson, Jennifer Zier, James Harber, Tom Stough, Della Newlow, Dylan Altman

Senators Absent: Kevin Corse, Deanna McFadden, Lois Zsarnay, Erin Lawley, Melissa Graham, Chris Mainzer

Proxies: D. Newlow for E. Lawley, Y. Ma for M. Graham and C. Mainzer

Non-Voting Senator Present: Angel Garcia

Guests: Vice President Christopher Renbarger, Shannon Trefts, Lux Orozco, Trustee Stan Mantooth, President Oscar Cobian, Vice President Luis Gonzalez, Cristy Lopez-Bowlin, Shannon Davis, Maximino Lopez

### 1. Call to Order

#### 1.01 Call to Order

2:03 pm

### 2. Adoption of the Agenda & Approval of the Minutes

#### 2.01 Adoption of the Agenda

- 1st motion: Y. Ma
- 2nd motion: T. Bonham
- Senate voted to adopt the agenda.

#### 2.02 Approval of the Minutes

- 1st motion: T. Bonham
- 2nd motion: Y. Ma
- T. Stough was listed as a guest but needs to be moved to the Senator section. The spelling of "CIVVY TOSS" should be changed to Civitas.
- Senate voted to approve the minutes.

### 3. Public Comments:

#### 3.01 Public Comments

- M. Lopez shared about the student research partnership with UCLA. They are looking to survey a sample of 5,000 students over the age of 18 and are first looking to OC students. The survey should take 15-20 min to complete and is a simple QR code. The research team is looking to see if/why enrollment rates have been effected by COVID, housing, or other factors. They are asking if teachers would be willing to share this opportunity with students or professors. So far have they have 200. Upon completion they will receive a \$20 gift card to Amazon. D. Ortiz said she has been talking to the various departments and administration about this same UCLA project. M. Lopez is requesting for him or another student researcher to present at classes; D. Ortiz has a sign up sheet she will send out for having him visit. They can just speak to classes or, if enough time is allotted, students can complete the survey there. The students are paid interns who have gone through training. Having them visit is better than sending out the email. After a certain date they will move to recruiting those outside of the OC community to take the survey.
- L. Gonzalez reminded Senators about Friday's ACCJC Peer Review Team (PRT) meeting from 1-2pm. This is a scheduled meet-and-greet in an open forum for faculty, staff and students. There may be time for questions. All should have received a calendar invite with the Zoom link. Administrators are not allowed in the meeting but will be meeting with the PRT 9-10am. They have been working with Crescencio Fajardo to showcase our students via videos and photos. These will be shared when ready.
- S. Trefts: Ventura County Fire is visiting on March 22 at 10:30am but they're asking people to show up at 10 so they can start right away. A light breakfast will be provided. They will have personnel from many areas such as fiscal services, auto mechanics, a communications director, etc. (not only fire). Registering is helpful to ensure they have enough food.
- L. Ruvalcaba shared that according to AB 1725, ED Code 70902, and the PG Manual "faculty have primary responsibility." There is concern with CPC because we do not have primary responsibility on this committee.
- Trustee Mantooth gave a short introduction of himself to the Senate. This is his 3rd year at the District but spent 35 years in K-12 education. He is a product of the community college system. He is honored to have been elected as a trustee. He oversees two campuses in his area (OC and VC). He is here to listen, learn and enjoy the great transparent governance process in the community colleges.

### 4. ASG/Student Report

#### 4.01 ASG/Student Report

- A. Garcia shared that ASCCC went well. Condor of the Month celebration is coming up.

### 5. Guests

#### 5.01 Acting President Oscar Cobian

- The Lavender Graduation for LGBTQ students will be on April 28th from 5:30 - 7pm in the PAB. There will be reception at the beginning. Some bad actors have targeted transgender events so security will be provided to ensure it is safe and fun.
- President Cobian discussed agenda item 7.02 in advance, regarding the PRT (Partnership Resource Team). The purpose is for colleagues to share and help other colleagues from colleges across the state to solve their problems. Last year, former President Sanchez was able to secure \$600K to support the development of a Teaching Learning Center for faculty and staff. We need to look at how this can be devised to meet our needs and how we sustain it once the money ends. Faculty, administrators, and classified professionals will come to guide us in that discussion. Secondly, they will assist us in creating a process for

developing new programs. We've received a lot of calls from those in the local health care industry, naval base, etc. to partner together. How do we prioritize these programs, especially when we don't have faculty in those areas. We need to ensure we follow the 10+1 and that we're innovative because we've missed out on programs in the past. VC has an agriculture program we missed out on and a manufacturing program that we used to have. The Naval Base and Port Hueneme port are right next to us, so we need to look at how we promote jobs for our community and based on our needs. There is some seed money and they will help us start the programs. Look out for more information in coming weeks.

- o G. Lopez asked how effective our PACE program has been. O. Cobian responded that it came at a good time and there's a lot of interest. L. Gonzalez added that PACE (Program for Accelerated Education) has several satellite campuses, offering classes in Education, Psychology, Math, etc. It's now expanded to Camarillo where we are offering Gen. Ed classes as well. We started with 8 and now it's up to 12. The program is designed for working adults. The El Rio program is not part of PACE but has helped grow ESL classes by partnering with OUHSD. We offer these at their sites. Our enrollments have exploded. O. Cobian added that they pay for interpreters for Spanish courses. It is a beautiful partnership that we hope to see replicated. Pacific View and Hueneme School Districts also want ESL.
- o D. Newlow suggested we fund camps that align with local school districts to help when students are off for breaks.
- o T. Bonham thanked President Cobian for what he does for the LBGTQ community, such as hanging the Pride Flag during Pride Month for 3 years now and also the Lavender Graduation. She asked when the money will be received for the Lavender Graduation. There's been some hold ups at the State level. C. Renbarger replied that it is now available from the Federal Government for 3 years based on the federal fiscal year that starts in October. We do not yet know who will lead the Teacher and Learning Center but need to answer that question. This is the guidance we need.
- o J. Harber asked about the original RFA. Our local representative, Julia Brownley, reached out to ask about our District's needs. She was able to put funding into the budget to support colleges. MC already received theirs because they responded right away. VC and OC are still waiting.
- o O Cobian has open office hours every Wednesday afternoon. He has food and coffee and encouraged anyone to stop in.

## 5.02 Trustee Mantooth

- See 3.01

## 6. Action Items

### 6.01 Curriculum Handbook 2nd Reading, S. Davis

- The handbook was written for our accreditation visit. It was suggested we include Bachelor's degrees, which they will work on for next year's version. Ethnic Studies will also be added to IGETC.
- 1st motion to approve handbook: T. Bonham
- 2nd motion: C. Yang
- The Senate voted to pass 2nd reading of the Curriculum Handbook.

### 6.02 Equity Statement, D. Ortiz

- D. Ortiz shared the college's equity statement (see agenda in BoardDocs): SESC had a subcommittee to create the statement. They wanted to get it through this year to go through the ISER so separated it out. Students had concerns so D. Ortiz visited ASG twice for their feedback, which was very positive. A. Garcia thanked D. Ortiz for attending ASG and asking for student input.
- 1st motion to approve: D. Altman
- 2nd motion: J. Leieser
- The Senate voted unanimously to approve the Equity Statement.

## 7. New Business

### 7.01 AS Goals Update, President Caruth

- Pres. Caruth went through our OCAS goals and action steps.
- Senators were grouped to compile lists of accomplishments under each step or what we'd like to see in the future. They were also asked to consider if we want to push some goals until next Fall or bring any back, such as the Faculty Mentor Program. Notes from the workgroups were collected and President Caruth will use them to compile a list of our accomplishments and goals.
- The City Manager visiting in April was not included on the packet but will be happening.

### 7.02 IEPI Visit, Oscar Cobian

- See 5.01

### 7.03 Retirement Replacement Rubric, L. Gonzalez

- In the past we haven't had a process for determining retirement replacements so now we do. The OCAS Executive Team was consulted in creating the rubric. It is effective immediately.
- There are two processes:
  - o 1st option: faculty provides notice of retirement for the following year in advance. This allows time for the replacement position to be included in the resource request Program Review process for Fall.
  - o Second option: the position needs to be replaced as soon as possible. The dean is informed that retirement is coming this semester, who then informs the president of an off-cycle replacement. The president meets with the vice presidents to see if we must proceed or if it can wait until the following year:
    - A matrix for faculty and non-instructional faculty will be used to determine if the position should be immediately filled (this was shared with the Senate).
    - Once decided, the dean will be informed.
    - I. Edwards asked who will be completing the matrix and whether the division deans will be involved in the process. According to the current plan, the deans will only be consulted if necessary.
    - J. Redding asked if they've heard anything about the FON (Faculty Obligation Number) and if we'll be trying to meet the FON. C. Renbarger replied that this is a district-wide decision. We're able to hire based on need and funding of the college but don't know what the district is saying. This is a question for the Chancellor. C. Renbarger can bring it

to the District Council. If a faculty member informs their dean/chair but hasn't turned in the paperwork we can still start the process.

- T. Bonham asked if retirement replacements be automatic. L. Gonzalez replied no, that the matrix will be used. Administration will fill it out but may consult faculty in the department if they're unable to answer certain questions.
- E. Zwaal asked if a replacement may not happen if the program has been struggling. L. Gonzalez replied that this will not necessarily be the case and they would consult the dean/chair. She also asked how many boxes need to be checked on the matrix to constitute a replacement hire. There is no set number; this is a guide but the decision is ultimately made by the VPAA and President.

#### 7.04 OC Family Festival, D. Ortiz

- The festival is Sunday, May 7th from 12 -4pm (the same day as the community market). Last year 2,000 people attended, far exceeding the 200 expected. There will be a kids zone, petting zoo and car show (potentially), a dunk tank, free popcorn, cotton candy, ice cream, etc. The Marketplace will have an increased number of food trucks on the opposite side. We will have Mister Softee.
- We need programs and individuals to sign up (individuals can help with the kid zone, handing out water, etc.)
- Bring your ideas (coloring books, corn hole, trinket prizes...). There is limited funding for this but inquire with James Scheulke.
- There will be mariachi bands, 2 bilingual MCs (Gaby and Isaac), and Folklorico.
- A scrolling screen will showcase graduates.
- Juan suggested the Senate use funds to provide food for volunteers running the event. We will add this as action item for our next OCAS meeting.

#### 7.05 Academic Senate Faculty Survey, S. Trefts

- A Campus Climate Survey will be disseminated to both students and faculty/staff to understand our campus climate concerning racism, access, etc. We want to understand what the students think and if their experiences align with how faculty, classified, and staff see themselves. We have OCAS action items based on those goals and this data will help us to improve upon this. D. Ortiz mentioned that students did complete a climate survey in the Fall. Deanna McFadden will present on it this month. Students may experience survey fatigue. S. Trefts said this won't go out until Fall. They want to compare faculty and student responses. L. Orozco shared that if swag will be given to students completing the survey, the blankets were a hot commodity for fall.
- D. Newlow suggested defining the variables in the survey so faculty answers aren't so subjective and give us more reliable data.
- I. Edwards suggested S. Trefts send out the survey for feedback.

#### 7.06 Online Educational Resources (OERs), Cristy Lopez-Bowlin

- Read in agenda but table discussion for next meeting.

#### 7.07 The Role of the Proxy

- Table discussion for next meeting.

### 8. Old Business

#### 8.01 Treasurer's Report

- Read in agenda.

#### 8.02 Curriculum Committee Chair Reassign Time

- Table for next meeting.

#### 8.03 OCAS Elections Update, T. Stough

- Nominations have now ceased. There are still no nominations for Sabbatical or PDC chair but these can be appointed.
- The nominations are: I. Edwards for Treasurer, E. Zwaal for Secretary, T. Bonham for Vice President, D. Ortiz for President.
- Since no officer is running opposed, no formal election needs to take place. Rather, officers will be elected by a Senate vote at the last Spring meeting and will win a two-year term if they receive a majority vote from the voting Senators.
- T. Stough thanked those who accepted nominations and the team (J. Leiser and J. Redding) for coordinating elections.

#### 8.04 Great Teacher's Seminar, E. Zwaal, K. White & E. Lawley

- Table for next meeting.

#### 8.05 PDC Committee Member

- Table for next meeting.

#### 8.06 Supporting Students

- Table for next meeting after E. Caruth visits the ASG.

#### 8.07 PGM Discussion

- E. Caruth visited Classified Senate and read notes from their comments:
  - Classified feel this is causing a division and asked if this is the right time to do this. E. Caruth feels that Classified, ASG, and Senate should sit together in Fall as new teams.
  - It was asked if other colleges are doing what we are. A. Medina shared they modeled it after Grossmont College.
  - There was discussion of conducting a technical review, which E. Caruth supports. She suggests we send it to ACCJC and ASCCC for their input. She doesn't know the formal process for technical review.
  - Classified feels that it seems like a revision and not an update. They may be proposing other suggestions but don't yet know what they are. ASG may as well. Perhaps we come together and revise the Manual since it's due for revision in 2025.
  - Suggested that we should have had a technical review before this PGM but it's too late for that.
- D. Newlow feels the way it moves forward there needs to be a delicate discussion.

- J. Redding asked how the Classified Staff model ensures faculty have primary responsibility over the 10+1. She doesn't see how it can. E. Caruth will reach out to A. Medina to speak to that.
- T. Bonham shared that when Della started the budget was bad and Classified were an easy target. They're always impacted first and this is a way to protect them, not to disrespect them. Back then they cut positions and made a shared administrative assistant, and faculty fought to bring it back.
- L. Ruvalcaba cautioned that order exists. Administration makes decisions, which then go to the Board. OCAS has a process. If Administration kicks back a recommendation we can hold them accountable, but Classified doesn't have that written in. CPC meets March 23rd for 1st reading of the PGM and vote on April 27th. If it doesn't go in our favor then we only have May 8th to make our next step, which is protected by AB 1725 and Ed Code. This structure exists for a reason.
- It was asked is there a conflict of interest as it wasn't clear during the CPC meeting if A. Medina is representing classified or students. A. Medina seemed to be representing students, operating in both roles.
- J. Redding motioned to direct 3 representatives on CPC to object to any change to the language and object if any attempt is made to change, bifurcate, or piece meal any language. It should all be done in one motion. L. Ruvalcaba seconded this motion. D. Newlow, I. Edwards, and D. Altman abstained. M. Brownlee objected. The motion passed.
- A. Garcia clarified that A. Medina is not influencing ASG. They have their own voice. She did not speak at the meeting E. Caruth and D. Ortiz had with ASG.
- There will be 2 readings at CPC, then it will go to President Cobian's desk. This may not be resolved this semester, especially if there's a call for a technical review.

## 9. AS President's Report

### 9.01 OC Meetings and Information Update

- Hold until second meeting in March.

### 9.02 District Meetings Update

- Hold until second meeting in March.

### 9.03 Board of Trustee Items

- Hold until second meeting in March.

## 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

- Table for next meeting.

12.02 Requests for Future Agenda Items

13. Future Meeting Dates

13.01 March 27, 2023

13.02 April 10, 2023

13.03 April 24, 2023

13.04 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~~

15. For The Good of the Order

15.01 For the Good of the Order

16. Adjournment

16.01 Adjournment

- President Caruth adjourned the meeting at 4:01pm.