

**Academic Senate of Oxnard College**

**Regular Meeting, 2:00 pm November 9, 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, José Vega, Erin Lawley, Josh Lieser, Della Newlow, Tim Fontenette, Simon Salem, Elissa Caruth, Lilia Ruvalcaba, Shannon Newby, Jim Danza, Mike Ketaily, Kari Tudman, Michael Sheetz, Deanna McFadden, Marcia Fulkerson, Christine Mainzer, Jim Danza, Aniel Raka, Michelle Brownlee; Constantino Lopez, Absent: Susan McDonald,

Guests: ASG President Lorena Ortiz, Pauline Nassar, Gerald Richardson, Ronillo Lacson, Dylan A., Dean Luis Gonzalez, Trustee Larry Kennedy, Celenia Cano. Dean Keller Magenau

Called To Order 2:02 By Pres. Amy Edwards	Motion to Adopt Agenda  1. Teresa Bonham  2. Ishita Edwards  Unanimous 23-0		
Public Comment	Deanna McFadden	Equity gap in college health for students of color. Deanna read some of the comments about mental health and the pandemic. Students “appreciate the professional and technical help” from instructors. They want professors to show that they care. They spoke of a campus culture of “being able to ask for help.”	
	José Vega	Reminder to faculty that counselors hope we are better communicators for the waitlisted and who otherwise need support. Use early alert if possible before drops. Try to be more sensitive and understanding.	

	Della Newlow	EAC accommodations happen for notes. Canvas doesn't accommodate this well. EAC asks us to give our notes to the students.	
	Ron Lacson	LLRC asks for faculty help in promoting tutoring services. They have a message they'd like us to post on the Canvas shell.	
Guest	Trustee Kennedy	Trustee Kennedy's last board meeting is tomorrow. He shared wonderful memories of Oxnard College. Senators expressed that he will be missed and are grateful for his service to Oxnard College. He remains a member of the Statewide Veterans' Caucus.	
<b>Action Items</b> Minutes	1. Mike Ketaily 2. Chris Mainzer Unanimous. 23-0		
DE Handbook Second Reading	1. Erin Lawley 2. Teresa Bonham  Unanimous. 25-0	Dean Gonzalez shared our recommendations with the DE Committee last Thursday and they were incorporated into the document, specifically support not just for students but also for faculty. Netiquette statement now addresses email. Ishita Edwards: Email should include full name and which class they are in. Dean Gonzalez: Yes, that's in there. This is a faculty document, to aid in placing recommendations into syllabi.	
Gift for Laura Gentry, Second Reading	1. Erin Lawley 2. Teresa Bonham  Unanimous. 25-0		Amy and Lois will work out the card and delivery
OC Educational Master Plan – 1 <sup>st</sup> Reading	Dean Magenau + Board Docs  1. Teresa Bonham 2. Michelle Brownlee  24-0. Unanimous.	Presentation of the first draft of our Educational Master Plan over the next 10 years. Dean M. is hoping for feedback. The process by which the document came about is within the document. Town halls in December. All comments welcome. Amy Edwards: We can give feedback in the future. Pres Edwards encourages email feedback. Amy notes changes in Mission and Vision. Ishita Edwards: They are wordy compared to what we had before. It's not straightforward. Pres Edwards feels the same about the Vision. Linda Kama'ila: Separate Mission and Vision and vote on them separately. Jim Danza: Need a goal to enhance class offerings. We should have a greater number of class offerings. Increase the involvement of students' family and friends. We need to plan events especially for that. Jim proposes these as objectives. Teresa Bonham: Lots of references to Covid, but no objectives tied to Distance Ed, or the digital divide. "Creating a culture of	Mission an Vision will come back next time. Allow time for discussion and finalization.

		college,” as part of the mission or vision. Dean M: Please give specific feedback about these areas. Pres. Amy: General comments next time. Shannon Newby: Missing examples regarding technology and facilities. Dean M: Those groups are still developing. Senator Newby is okay with a first reason with blanks. Pres Amy: ASG and Classified are going through the same process. CUDS and Tech Committee are also in action. Ishita Edwards: It should not go forward in its current form. Pres Amy: It’s going through many other groups too. Pres Amy will help convey Senate concerns to Dean M. Dean M: James Shelkee is doing the vision and mission part. From Chat (Teresa): Josh agrees with Linda about separating mission and vision. Shannon: Culture of College in our Community (alliteration). Kevin thinks the community tenor should be in the statements. Objectives should be measurable and there should be dates and responsible parties. Kevin points out that we should have a starting date and aspirational goals related to those specifics.	
<b>PG/Committee Reports Pres. Edwards encourages written report.</b>	<b>College Planning Council</b>	Dr. Ishita Edwards provided a written report.	
	<b>Budget</b>	Lilia Rubalcava. (No report, due to absence at the meeting, next meeting should be fine). Dr. Amy Edwards: They’re still working on videos. Meetings are public. You can ask VPAS Chris questions at those meetings.	
	<b>CUDS</b>	Lois Zsarnay: They meet tomorrow.	
	<b>Program Review</b>	Marcia Fulkerson: Last meeting they reviewed Business Service and Student Services annual reports. Now doing Multi-Year Annual reports. Reports are due December 1. Ishita Edwards: Link to eLumen is good, but getting there without Amy’s link is hard, because the link is hard to find.	Amy will look into the link issue.
	<b>LLRC</b>	Tom Stough: Met last Thursday. Tom will post a written report. Kari Tudman: Ron Lacson and Dean Luis’s point that we need to share information about the LLRC.	
	<b>Sabbatical</b>	Announcements in one month.	
	<b>Anti-Racism</b>		
	<b>ASG</b>	No report.	
<b>President’s Report</b>	Committees		
	General	Budget discussions are underway. OC Live is doing an election episode and a student film. Dec 11: Holiday drive-through graduation/celebration. See’s candy fundraiser is still	

		<p>happening. Santa and Grinch will be there. Classified Staff are putting it together.</p> <p>Bellweather Award Finalists: We have two nominees: Dental is a finalist and Public Safety is a finalist. Congratulations to Susan and Mike. We are the only college in CA with two finalists.</p> <p>ASCCC also has an exemplary program award, submitted by Amy and Mike. \$4000 if we win. Application was sensational.</p> <p>Mike: Thanks to Amy for the help. Susan: Credit to Dr. Dardarian.</p> <p>One click into Canvas now. We can thank Alan Hayashi for pioneering in this issue.</p> <p>Health Education: Free fitness for the college. We can do a Zoom healthiness activity (like kick-boxing). Erin: Different instructors in PE (Kinesiology next Fall): Free, open to faculty and students. Erin: Restorative Yoga, more High Energy Yoga, and a Boot Camp.</p>	
	ASCCC/Plenary		
	District Meetings:	All take place next week. Is Canvas phone support going away? State Chancellor is letting it go at the state level. Students are asking non-Canvas related questions and so the colleges need to figure out how to work with that.	
		See above	
Board of Trustees	Tomorrow night	Faculty spotlights needed for December (by end of Nov)	
Old Business	Plenary Report	Our OC team met and attended the virtual Plenary. There are 11 attachments about student learning, micro-aggressions, anti-blackness, gaslighting, mindfulness, etc – check out the attachments.	

Voting results are also in the attachments.

Dylan Altman (English) is on Statewide DE Committee for ASCCC. Dylan: We presented “Ensuring quality in equitable online courses and peer online course review; Local poker.” Courses should help us make courses more accessible. Local poker helps get feedback on our courses from other faculty. Michelle explained what poker is. It’s POCR. Peer Online Course Review. Kevin: Very different Plenary than last year. Last year, there was a lot more collaboration in order to iron out resolutions in break out groups. Online process was a little brutal. Amy: Very little time to make local amendments. Spring Plenary will be online. Ethnic Studies and the CSU requirement still need to be clarified.

New Business

Treasurer’s Report

Lois: \$3349 plus encumbrment. No new dues volunteered by faculty. 1 faculty did switch to a new \$30 deduction. A new form is needed. Amy: had to do with which fiscal year. In March we have to get the new forms submitted.

Number	Date	Description of Transaction	Clear	Debit (-)	Credit (+)	Balance
	8/1/2019	Previous balance	✓		4546.64	4546.64
PC	10/02/2019	Get Well Flowers - Shannon Newby	✓	86.15		4460.49
PC	11/30/2019	Get Well Flowers - Tami Crudo	✓	99.12		4361.37
	11/3/2019	Get Well Flowers - Cecilia Milan	✓	94.81		4266.56
PC	11/9/2019	Aswell Trophy - Diane Eberhardy's Retirement	✓	102.37		4164.19
PC	11/9/2019	Diane Eberhardy's Retirement - Christine Morla's portrait	✓	100.00		4064.19
PC	11/9/2019	Nothing Bundt Cakes (Diane Eberhardy's Retirement)	✓	69.75		3994.44
PO	2/4/2020	OC Foundation (2019/20 Scholarships)	✓	500.00		3494.44
DUES	4/1/2020	Automatic Payroll Deduction Dues	✓		1125.00	4619.44
PO	5/6/2020	OC Foundation (2020/21 Scholarships)		500.00		4119.44
PO	5/31/2020	OC Food Pantry (Gabby)	✓	500.00		3619.44
PO	6/3/2020	Carri Ann McDaniel (student art piece for campus collection)	✓	350.00		3269.44
	8/16/2020	Dues Pd (Hayashi)	✓		30.00	3399.44
	9/18/2020	OC Food Pantry (Gabby)		300.00		3099.44
	10/16/2020	Thank you Gift for Laura Gentry		200.00		2899.44

VCCCD Decision Making Handbook (8.02)		Amy encourages us to read this document. Review is beginning. She needs 7 volunteers. Each will do one section. Elissa (intro) and Teresa. Michael Sheetz will do Law section. Lilia will do District Roles. Committee Charges. Erin: 4. Teresa: 5. Mike K. will do #6. Board Item 8.02. (In our agenda).	Get emails to Amy by Nov. 23.
CCC0 (8.03)		We cannot mandate that students turn their cameras on, but in some skills classes, we can require it. Lawyer’s opinion is in Board Docs. Strategies: Polls seem to work. Mike K: Tells them ahead of time that they’ll be asked direct questions. People with no video get asked first. Della: Students with disabilities may have trouble with that. Perhaps give the students with disabilities a heads up. Mike: Questions are simple as possible. Shannon: Some students have bandwidth problems. Ignoring polls is very different. Ishita: Also uses extra credit. Or gives class leaders benefit of the doubt in deadlines. Amy: Stop screen shares intermittently. Della: Does video before class, posts them. Then watches them with the students. Constantino: Uses the Zoom break-out rooms. Kari: Endorses break out rooms as well. (ESL and reading). They help each other a lot. Embedded tutors are there and modeling student behavior. Lilia: Uses chat. She uses private messages within chat. Positive reinforcement for those who do use the cameras. Erin: Lots of her students have kids or pets in the class – she gives positive reinforcement. Mike: Endorses what Erin says. If you show up early, you can talk to the students and they participate more. Lois: Early bird bonus points. Amy: Teaching sitting down is hard too. Lilia: Flipgrid. It does cost money. Padlet is another.	
Old Business	Faculty Mentoring (9.01)	How is the list going? Lilia will resend. Drop in Q and A sessions for new faculty, who will host and how to market. We have to decide how to match people to mentors. There’s not a lot of new hiring. Ishita: Do we know what they need? Amy: Was supposed to ask who wants to be a mentor. More work is needed to get all the new hires on the list. Use email to add people to the mentee list, please.	Amy will bring the list of new hires, and the list of volunteers. Please add Akadina Amrekhasadeh to the list.
Follow-up		Mentor matching. EMP comes back. Feedback on the EMP. District Decision-Making Handbook – Feedback within 2 weeks. Lois and Amy will get Laura her gift. PG reports by email please. Spring Protocols for on campus classes. Mike: Covid 19 protocol has been updated. We’ve had positive cases on campus. Sciences and Public Safety, Auto – have all had positives. Trustee visits (McKay and Chancer). Nov 23 and Dec 14.	

Good of the Order		Kari: 3 former tutors emailed just to say Hi! All with good news and progress through the university system.	
Adjourned at 3:59			

Respectfully submitted,

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