Academic Senate of Oxnard College Regular Meeting, 2:00 pm October 25, 2021 via Zoom FINAL MINUTES

The Senate: Amy Edwards (President), Elissa Caruth (Vice President), Marcia Fulkerson (Secretary), Ishita Edwards (Treasurer) Senators Present: Catalina Yang, Chris Mainzer, Deanna McFadden, Della Newlow, Dolores Ortiz, Dylan Altman, Emily Zwaal, Gloria Lopez, Josh Lieser, Lilia Ruvalcaba, Lois Zsarnay, Michael Sheetz, Michelle Brownlee, Mike Ketaily, Rainer Mack, Shannon Newby, Tim Fontenette, Tom Stough. (22)

<u>Senators Absent</u>: Akadina Amrekhasadeh, Erin Lawley (Della Newlow proxy), Kevin Corse, Teresa Bonham (Dylan Altman proxy), and Susan McDonald (Timothy Fontenette proxy). (5)

Guests: Alan Hayashi, Kristal Roldan Ibrahim, Laura Maldonado, and Ryan Rodriguez, Student Trustee BoT.

| Called to Order 2:02 By Senate President Amy Edwards | Motion to Adopt Agenda 1. Teresa Bonham 2. Michelle Brownlee | Called to order 2:02 by Senate President Amy Edwards Passed: unanimously 18. | |
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| Public Comment | 1. Dolores Ortiz | Can we invite more faculty to support the President as he speaks about the 100 classes proposal [at the BoT]? It seems like he's out on his own [even though faculty support it]. It looks like faculty [from OC] don't support this. VCCARA or the Anti-racism alliance needs support and an email will go out [to faculty]. | |
| | Bryan Rodriguez | Wanted to be present. OC Live was an incredible event. | |
| | 2. Laura Maldonado | Request: Can faculty participate in College Readiness days in collaboration with Channel Islands and Pacifica High School? We need faculty to fill lecture spots for in-person dates and times. This Friday we need 1 faculty to fill in a spot. Final event is December 10 and still need spots filled. | |
| Action Items Approval of Minutes | Teresa Bonham Chris Mainzer | Passed: unanimously 19-0 | |

| Senate Goals and Action Steps AY 21/22 | Senate Treasurer Ishita Edwards 1. Teresa Bonham 2. Michelle Brownlee | The goals and action steps were discussed in the Oct. 11 Senate meeting. The final Goals with Action Steps are in BoardDocs. We will track them at our last meeting of the fall 2021 semester and throughout the spring 2022 semester. Senate Treasurer Ishita Edwards added action steps to meet these goals and discussed these additions. Discussion/Feedback: Senator Teresa Bonham: For goal 3 instead of giving money, encourage them to participate in committees. Goal 4, can we add the work in the FIGs? Senator Lois Zsarnay: I agree with goal 3, action step 2. Can we open it up to "student work" instead of "art work"? Senator Rainer Mack: We voted in Senate to include a purchased student art work, instead of removing specific to art, let's add another step to support students in other areas. Senator Lois Zsarnay: In order to be more inclusive of all areas, we should revisit that vote. Let's modify that vote and open it up. It's too cumbersome to specify each area. Senate Treasurer Ishita Edwards: I agree with Lois that there is more that OC students offer. Senate President Amy Edwards: We can make that a future business item in a later meeting. We can make it an action item and it'll be a new item. Senator Della Newlow: I support this, and I also think it should be removed from this document. Let's add something more related to this goal. We need to continue to purchase the art work. We need a list of vulnerable student groups to support. Alan Hayashi: Can action item 2 be changed so tracking is the action of purchasing art work? The action item should be general and Senate will decide how to support. Senator Rainer Mack: An Action Step is different from a Standing Item. I agree to separate out and not make it specific. Senator Teresa Bonham: For goal 3: Encourage ASG student representatives to participate more regularly in Academic Senate, PG committees, and other campus committees and workgroups. | Amy will update doc and send to Senate. |
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| | | For goal 4: Support participation in the FIG program and invite different FIG groups to share a report out with the Senate. Chat: Senator Lois F Zsarnay: I agree that Goal 3, Action Step 2 should be broader rather than specifically stating "student artwork" Senator Dylan Altman: I feel like Art can be broadly interpreted to any" student creative work" Senator Della Louise Newlow: It feels like we need an action step for students with disabilities Senator Michelle Brownlee: ^ I agree with Della. Both students and faculty with disabilities. Passed: unanimously 15-0 | |
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| Supporting Halloween Extravaganza | | This event on October 29, 2021 is a college-wide event meant to be a fun day to come together and let off some steam and be together (outside) for a few hours without pressing college business. Although often Condors don't want to come to the college on Fridays, we hope that people want to engage in this fun activity. The Classified Senate is providing a small donation to support this event. Does the Academic Senate also want to contribute? | |
| | | Comment: Senator Teresa: Let's keep the purse strings tight. Let's support in other ways. Chat: Alan Hayashi: It is possible to support without funds. | |
| Declaration Vote to Remain on Zoom (AB361) | Teresa Cat Yang | We need a motion to remain on Zoom. Do you vote that as a result of the current state of emergency, meeting in person would present imminent risks to the health or safety of attendees? | |

A "Yes" vote indicates that this committee will continue to meet virtually due to the risks caused by the pandemic conditions.

A "No" vote indicates that this committee finds pandemic conditions safe enough to meet in-person.

"With the September 30, 2021 Expiration of Brown Act Executive Order Looming, Governor Signs Assembly Bill 361 to—Effective Immediately—Amend California's Open Meeting Laws to Better Facilitate Virtual Meetings During Declared Emergencies"

This is one clause we must adhere to each month:

"Finally, every 30 days during the proclaimed state of emergency and/or the period during which state or local officials have imposed or recommended social distancing measures, the legislative body acting under the teleconference exemptions must make findings about whether the circumstances explained above still apply. The body must find that it reconsidered the circumstances of the state of emergency and that one of the following circumstances exist: "(i) the emergency continues to directly impact the ability of members to safely meet in person," or "(ii) state or local officials continue to impose or recommend measures to propose social distancing." (Gov. Code § 54953(e)(3).) If the legislative body cannot make these findings by majority vote, then it will no longer be exempt from the physical public access, quorum, and public comment opportunity rules applied to teleconference meetings under subsection 54953(b)(3)"

Passed: 18-2.

President's Report: ASCCC Items

Senate President Amy Edwards

ASCCC 2021 Fall Area C Meeting: Was Saturday Oct. 16, 2021. Agenda, Minutes, and an *UPDATED* Resolution Packet in BoardDocs. ASCCC 2021 Fall Plenary: Thursday-Saturday Nov 4-6. Senate President Amy Edwards will attend Plenary in person. She bests represents Senate by voting on resolutions. A lot [of resolutions are] about technology. If Senators have opinions on resolutions email her before the weekend.

| OC Meetings Update | | Chat: Senator Lois F Zsarnay: I am strongly in favor of 3.03 F21 Support for Mental Health Awareness and Trauma Informed Teaching and Learning. See the OC Live email from Karla Banks, we now can stream and record [OC Live shows]. Shout out to Emily Zwaal for her students moderating it in ASL. [Paid] SLO coach opportunities are still [available for Faculty]. Email VP Art Sandford and copy your Dean. We need Senate and faculty to make suggestions about digital signage by the 1st week of November. (see email that went out from Amy to all) Student evaluations are in Canvas. Remind them [to complete them]. Online Evaluations are the new method, even for in-person courses. The apparatus bay in Camarillo to house supplies at Fire Academy is still in progress. Hope to name it after the person who started our fire academy in the 1990's, Ed French. See proposal sent by Amy. | Amy will send the Naming of Building Proposal to Senate. |
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| District Meetings | Senate President Amy Edwards | President Edwards provided an update on district meetings. DCAS: Meeting was Oct. 22, 2021 DCHR: Meeting was Oct. 14, 2021 DTRW-I: Meeting was Oct. 14, 2021 Reviewed curriculum. We have great submissions highlighted in Board Docs. DTRW-SS: Meeting was Oct. 14, 2021 TRIO priority registration item was discussed. OC is the only college with the TRIO program. VC voted against it. MC hasn't voted yet. BoT: Meeting was Oct. 12, 2021 DCEM: Meeting was Oct. 22, 2021 DIEC: Meetings have not yet been scheduled. We want to use the Major Initiatives fund to fund the 100 classes, but there was no criteria for funding, but now they are writing the criteria. EEO: Senator Caruth is the designee and will report as needed. The 100 classes proposal was meant to be simple, to offer courses for students off-campus. VC opposed the idea. Chancellor Gillespie wanted | Amy will send the Major Initiatives proposal again. Amy will post EEO plan on the Nov. 8 mtg |

| | OC President Sanchez to attend the BoT and speak on this item. Then it went to DCAS for funding discussion and no decision was made, but discussion took place. In the meeting, Sanchez fought for us aggressively in his presentation. Then he took it to DCEM and he pushed back on the those against the proposal. They asked that we turn it into more of a grant type proposal and provide an argument for the need and include the data by Nov. 12. This is a large ask, but we are compiling because our students deserve it. Senators encouraged each other to speak up during public comment section at the next BoT meeting. There is also discussion of other locations as options other than El Rio. OC President Sanchez is fighting for us and OC's ability to offer courses to attract potential students. Comment: Senator Dolores Ortiz: Faculty should at least attend the zoom BoT for public comment. I noticed as a new faculty, there is a culture of scarcity here and that impacts our campus. | |
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| Board Items | Do you have items for any of the November OCAS Board of Trustees report? Our spotlight faculty will be Tom Stough. Our Board Reports for September and October are in BoardDocs. | |
| Old Business: Forming the Syllabus and Academic Dishonesty Task Force | At the last AS meeting, we spoke about the desire to create a Syllabi and Academic Dishonesty work group. Senate needs to decide if we want to move forward on this. If yes, then we will form the group and discuss the process and timeline. Senator Lois: Evan wants to get software for syllabi that would pre-populate parts of the syllabus and create standardization to help with accreditation compliance. Discussion: Senate President Amy Edwards: There was a demo of course leaf pre-pandemic. The small group would discuss. There may be some best practices we can share. | Amy leave on agenda for Nov meeting |
| | Senate VP Elissa Caruth: Can we move [this item] to Spring? By week 11, we are exhausted. We can do the exploration next semester with | |

| | | recommendations at the end of the Spring. Let's talk to departments then bring it back to Senate. Senate Treasurer Ishita Edwards: I agree to wait. Should we approach the college or go thru Senate. Senator Lilia Ruvalcaba: If I had a template, I'd be interested. Senate President Amy Edwards: Take [this item] back to departments to see if we can aim for a Spring formation. | |
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| | | Chat: Senator Shannon Newby: That is part of the Course Leaf family of software. He passed it around last year maybe? Senator Dr. Josh Lieser: Yes, we were introduced to this about a year and a half ago or so Senate President Amy F Edwards: yes, we saw a demo of Course Leaf Senator Della Louise Newlow: YES Senator Shannon Newby: There are advantages to some standardization Senate Treasurer Ishita Edwards: Maybe a list of best practices? Senate Secretary Marcia Fulkerson: The dean puts out a list every year, but some fac don't update their syll. Alan Hayashi: This is an issue that has been presented as part of Flex Days. It has also been part of OTTCC and part of Laura Knight Canvas presentations. Senator Dr. Josh Lieser: There was a great deal of pushback on the database option previously, for those who were not there before. Senator Shannon Newby: Yes, there was. Good plan | |
| Expenses Discussion | Senate Treasurer Ishita Edwards | Treasurer Edwards lead us in a discussion about our past, present, and future expenses. We will also discuss "gifts" that AS gives. Discussion: Senator Lilia Ruvalcaba: Senate President Amy Edwards acknowledges faculty at the board. That should include a cup of coffee. Senator Lois Zsarnay: How much [does Senate] want to keep in reserve? We need to know dues will cover everything. What are our goals and mission of AS? Senator Della Newlow: We are collecting money for the goals of Senate. | Amy add again to agenda to old business |

Senator Rainer Mack: That makes sense. In looking at expenses we give a good percentage in gift cards and thank you notes. Let's think strategically to advance the goals of Senate. I'm uncomfortable giving cash awards from Senate. It's the senator's voting to give money to each other that's uncomfortable.

Senator Cat Yang: I made the motion because of above and beyond [work]. Senate represents everybody, not just dues paying [faculty]. Senate Treasurer Ishita Edwards: Only 40% percent of faculty contribute. Cash gift is problematic because some get it and some don't.

Senator Josh Lieser: Those gifts were given during Covid because [those employees] were at every meeting answering questions [about the Covid response].

Senator Emily Zwaal: We should give [gifts] to everyone regardless if they paid dues. We don't just give gifts because someone gave to us. Senate President Amy Edwards: Here is a summary: We will give the current gift and then maybe open it up for nominations.

Chat:

Senate President Amy F Edwards: But that is an increase in dues collected \$535!

Senator Dr. Josh Lieser: 700 million

Senator Della Louise Newlow: To strengthen local academic senates and councils of community colleges; To serve as the voice of the faculty of the community colleges in matters of statewide concern; To develop policies and promote the implementation of policies on matters of statewide issues; To make recommendations on statewide matters affecting the community colleges.

Senate Secretary Marcia Fulkerson: I think we were recognizing above and beyond [work during a very difficult time].

Senator Della Louise Newlow: whether it's a gift card or cash it doesn't really matter though, does it? It's still cash.

Senator Shannon Newby: It was more an acknowledgement of the above and beyond she has put in as Nurse, not as Senator

Senator Della Louise Newlow: I agree with Rainer. It does seem like a bad policy. I know we have done it for years but it does seem like something we should change.

| New Business: | Senate Treasurer | Alan Hayashi: The number of dues paying faculty decreased dramatically when the dues were increased. As Della stated, how does this expenditure advance these? Senator Shannon Newby: We did something similar for Laura at the start of the pandemic Senate President Amy F Edwards: We have just 5 more minutes on this. I will also put it on the next agenda but we have more business Senator Della Louise Newlow: Yes, these people are definitely deserving. So what is the way to recognize them? Senate President Amy F Edwards: She was the Condor of the Month for October just FYI Senator Della Louise Newlow: I think we still do what we said we would dobut we change policy maybe in the future. Senator Della Louise Newlow: I agree Emily. We don't exclude. Senator Dylan Altman: I agree Emily. Senator Shannon Newby: Well said Emily Senator Rainer Mack: Recognition doesn't need to include cash! Senator Della Louise Newlow: And whether or not gifts in general are actually appropriate? Alan Hayashi: Why does recognition beyond the acknowledgement have to come from the Senate/ Why cannot the College and the District furnish the substantial portion of the acknowledgement? Senator Della Louise Newlow: So, maybe that is the question. how do we work with District/College Admin to recognize faculty and staff who go above and beyond? Treasurer Ishita Edwards provided a budget report: No movement. We | |
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| Treasurer's Report | Ishita Edwards | increased our dues collection of \$535. We lost 4 full-time dues paying faculty. We raised the dues from \$25 to \$30. | |
| Updating ISLOs | TABLED | It is time to update our ISLOs this year. Let's discuss a process for review. In BoardDocs you will find our current OC ISLOs and multiple samples from other community colleges. | Amy TABLED until next meeting |

| Discussion: Hybrid Ratios | Senator Emily Zwaal | Senator Emily Zwaal: There are members of our department who have questions about the decision [about hybrid time ratios that have] come down from the administration regarding approved ratios [of face-to-face time and online time]. You may recall this was brought up in the semester that the pandemic first hit, but we would like to revisit the issue considering all that has transpired since. We are interested in learning if other faculty have experienced push back [from faculty determined ratios] and second, where are we as a Senate in allowing the administration to determine how many DE classes to teach [in each department]. | |
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| | | Discussion: Senator Shannon Newby: The state doesn't define it. Senator Emily Zwaal: It should be left to the faculty to decide to as what is pedagogically the best practice for their courses. Senator Shannon Newby: In a DE mtg it was DE's opinion is that the faculty knew what they could do for each course. Senate President Amy Edwards: Yes, this discussion occurred. It went to administration, who have the right of assignment. Senate Treasurer Ishita Edwards: We have various percentages of DE hybrid classes. It was all legal and allowed and up to administrators. Recently, now [DE ratios is] an administrative position. Now, it's negotiated. | |
| | | Senator Emily Zwaal: So, there's nothing in writing. Senate Treasurer Ishita Edwards: I've served on DE for many years. There's nothing specific. Senator Josh Lieser: In our dept. there has been push-back. The disagreements are pushed up to the VP. There has been a lot of that in the last few years. Senator Emily Zwaal: What are the make-up of rejected [arguments]? Senator Josh Lieser: Anything not 50-50 [class time ratio] has been pushed back. Senator Emily Zwaal: Ok, so it's not specific to our discipline. Senator Josh Lieser: It's a pedagogical opinion of an administrator. | |
| | | Senator Josh Lieser: it's a pedagogical opinion of an administrator. Senator Lilia Ruvalcaba: What we're required to do is follow the contract: [teach] 4 days a week [and] no more than 60% of our 15 unit load [in DE]. | |

Senate President Amy Edwards: The contract is up for negotiation right now. This is something union will fight. Take this to the union to declare the decision of the faculty.

Alan Hayashi: We have 2 different issues: the idea of hybrid or online is by department recommendation, but it is an administration decision. The administration has the right of assignment. Second, there is a limitation in the percentage of time online teaching, but it depends on the definition of the term online. Is hybrid considered online to the administration? My experience with conversations about the compressed calendar with the need of having 4 classes fit in block scheduling may require classes to be partially hybrid. In Banner there are 3 distinctions to the modality of classes, but the contract only addresses 2 (Article 5 of contract). Senate Treasurer Ishita Edwards: It is a different system at the other colleges for Spring.

Senator Della Newlow: It's an equity issue with the assumption that because our students are 1st generation we need to all be on campus 4 days a week. The students should decide.

Chat:

Senator Shannon Newby: And there were some that were fully online except for exams. I think it was because it is a language class that the administrator had an issue. With COVID was this moved fully online? Senate VP Elissa Caruth: It should be part of 10+1 AND the instructor's expertise.

Senator Shannon Newby: Folks felt that way about Communication but that was successfully, if painfully, moved online with COVID.

Senator Della Louise Newlow: It's been happening more recently in our department as well. It's a little weird.

Senator Lois F Zsarnay: Administration appears to be really pushing more recently for at least 80% in-person/on-campus. I have to run to my 4:00 class.

Senator Shannon Newby: Yes, I'm wondering if once folks move more to in person there will be less pushback

Senator Dr. Josh Lieser: This started before Covid,

Senator Della Louise Newlow: Being on campus 4 days a week should be proportional to how much time folks are teaching online.

| | | Senator Dr. Josh Lieser: well before in our department Senator Shannon Newby: But right of assignment is more about if you get the class, not about how the class is offered yes? Senate President Amy F Edwards: Emily: see Article 5.2.C.(3) Senator Shannon Newby: No, I looked at ~ 100 F/T faculty from the other two colleges and 61 were 4 days a week and 39 were not | |
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| PG Reports | TABLED | 2nd AS meeting of the month (4th Monday) these committees will report- out: 1. Curriculum (Shannon N.) This is a reminder that the deadlines for course submissions for the 2022-2023 catalog year are approaching. 11/3 is the deadline for any minor technical changes to courses including: DE appendix, SLOs, MQs, very minor changes to content, objectives, that don't affect the other elements listed above for the 10/20 deadline, Assignments, Updating textbooks. Deadlines are early in fall because all changes must be state approved/chaptered (December) and entered in Banner prior to the rollover (January) and Fall schedule production beginning (Jan/Feb). Fall schedule goes live by March. [Shannon N.] will be contacting faculty who need to make program modifications to degrees/certificates based on course changes or the program being outdated, but if you have program changes that I don't know about yet, please let me know. The goal is to be working on programs in Nov-Jan so that they are all approved in time for catalog production. Also the committee is putting together subcommittee how to retire programs. Last curriculum discussed the Ethnic Studies curriculum. 2. PDC (Kevin)- Just apply ASAP. For early Spring 3. SESC (Erin) SESC had its second meeting on 10/6 The focus for our two meetings was about establishing goals and objectives but not actually acting on anything or devising an action plan. We discussed that OC is the fifth in the state in Latinx population, yet we're getting the same amount of money as other schools which means we're really stretching those dollars. Gaby Rodriguez spoke of the Title 5 grant she's directing called Proyecto Exito and how that will hopefully bridge the equity gap a bit with that demographic. She and everyone agreed we hope it stays around after it's | Amy asked Senators to review the reports in BoardDocs Written reports strongly encouraged for every meeting. |

| | | "expiration' in three years. We plan to discuss how to better serve our LGBTQIA+ students, at our next meeting. 4. LLRC (Tom) 5. AFT (Michael) Vaccine Mandate MOU in BoardDocs. 6. Guided Pathways (as needed) 7. Statewide Committees (as needed) | |
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| Future Agenda Items | Accreditation Updates | | |
| | FIG Updates | | |
| | Mentoring Program Updates | | Amy will invite to next meeting |
| Future Meeting | Nov 8, Nov 22, | | |
| Dates | Dec 13 | | |
| Good of the Order | | Recognizing Professor Emily Zwaal from the Sound of Metal OC LIVE event. Her ASL students were incredible. | |
| Adjourned at 4:10 | | | |

Poll Results:

User Name 1.Do you approve of the Oct. 11 Senate minutes?

Dylan Altman Yes
Susan McDonald Yes
Deanna McFadden Yes
Dr. Josh Lieser Yes
Lilia Ruvalcaba Yes
Christiane Mainzer
Catalina Elizabeth

Yang Yes
Elissa Caruth Yes
Gloria Lopez Yes
Della Louise Newlow Yes
Rainer Mack Yes

Dolores Ortiz (she/her)

Yes

Michelle Brownlee Yes Lois F Zsarnay

Yes Yes

Mike Ketaily IPAD Teresa J Bonham

Yes

Ishita Edwards Yes Thomas A Stough

Yes Yes

Timothy E Fontenette

1.Do you adopt the agenda for the Oct. 25 Senate meeting?

Dylan Altman Yes Dr. Josh Lieser Yes Christiane Mainzer Yes

Catalina Elizabeth

User Name

Yang Yes

Elissa Caruth Yes Della Louise Newlow Yes

Rainer Mack

Yes

Dolores Ortiz

Yes (she/her) Michelle Brownlee Yes Lois F Zsarnay Yes Mike Ketaily IPAD Yes

Teresa J Bonham Yes Ishita Edwards Yes Thomas A Stough Yes

> 1.Do you approve of the motion that as a result of the current state of emergency, meeting in person would present imminent risks to the health or safety of attendees?

User Name **Shannon Newby** Dylan Altman Susan McDonald Deanna McFadden Dr. Josh Lieser Lilia Ruvalcaba

Yes (this committee will continue to meet virtually due to the risks caused by the pandemic conditions.) Yes (this committee will continue to meet virtually due to the risks caused by the pandemic conditions.) Yes (this committee will continue to meet virtually due to the risks caused by the pandemic conditions.) Yes (this committee will continue to meet virtually due to the risks caused by the pandemic conditions.) Yes (this committee will continue to meet virtually due to the risks caused by the pandemic conditions.)

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Christiane Mainzer Catalina Elizabeth

Yang

Elissa Caruth Gloria Lopez

Della Louise Newlow

Rainer Mack **Dolores Ortiz** (she/her)

Michelle Brownlee Lois F Zsarnay

Mike Ketaily IPAD Teresa J Bonham

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User Name 1.Do you approve of the Senate Goals & Action Steps for AY 21/22?

Shannon Newby Yes Dylan Altman Yes Susan McDonald Yes Deanna McFadden Yes Dr. Josh Lieser Yes Lilia Ruvalcaba Yes Christiane Mainzer

Elissa Caruth Gloria Lopez **Dolores Ortiz**

(she/her) Lois F Zsarnay Teresa J Bonham Ishita Edwards Thomas A Stough Yes Timothy E Fontenette Yes

Yes Yes Yes

Yes

Yes Yes Yes