

**Academic Senate of Oxnard College**  
**Regular Meeting, 2:00 pm April 25, 2022 via Zoom**  
**FINAL MINUTES**

**The Senate:** Amy Edwards (President), Elissa Caruth (Vice President), Marcia Fulkerson (Secretary), Ishita Edwards (Treasurer)

**Senators Present:** Alan Hayashi, Catalina Yang, Charles Ramirez, Chris Mainzer, Deanna McFadden, Dolores Ortiz, Dylan Altman, Emily Zwaal, Erin Lawley, Gloria Lopez, Josh Lieser, Lilia Ruvalcaba, Lois Zsarnay, Melissa Graham, Michelle Brownlee, Susan McDonald, Teresa Bonham, Tim Fontenette, Tom Stough, and Yong Ma (24)

**Senators Absent:** Della Newlow, Kevin Corse, Mike Ketaily, Rainer Mack, Rana Akiel (5)

**Guests:** Celina Benavides-Black, Christopher Renbarger, Mike Alexander, Samantha Marshall

Called to Order 2:02 By Senate President Amy Edwards	Motion to Adopt Agenda 1. Teresa Bonham 2. Yong Ma	Called to order 2:01 by Senate President Amy Edwards	
Public Comment		None	
<b>Guests:</b> IT Director, Mike Alexander		<p>IT Director, Mike Alexander, will cover some updates from IT and answer a few questions.</p> <p>Here is some context:  <b>90-day requirement to keep your device active</b> - when you are remote</p> <ul style="list-style-type: none"> <li>• connect to campus network and login/reboot once every 90 days (Microsoft network infrastructure requirement) to keep user name and password in sync</li> <li>• Please make sure your college laptops are updated before summer break (and it is about 90 days from Graduation to All College day)</li> <li>• IT is trying to experiment with some better systems.</li> </ul> <p><b>Multiple factors to authenticate (MFA)</b> – Access to online college resources requiring additional login information (like your bank)</p> <ul style="list-style-type: none"> <li>• relatively new (started at the beginning at the pandemic for folks working from home). It should only affect folks working off campus.</li> <li>• secondary code or device is required in addition to your username and password – like you're your Netflix or bank texts you a code to login</li> <li>• the email address you used to set up in the portal will be used or you can download the app on your phone.</li> </ul>	

		<ul style="list-style-type: none"> <li>This system is one of the requirements for IT insurance is this type of program.</li> </ul> <p><b>Workgroups</b></p> <ul style="list-style-type: none"> <li>Enhanced Campus Wi-Fi- Trying to push out strong Wi-Fi all over campus, starting RFP purchasing</li> <li>Next Gen Classrooms to support Hyflex and newer technology in the classrooms (digital wall boards that use zoom)</li> </ul>	
<p><b>Action Items:</b> Approval of Minutes</p>	<p>1. Ishita Edwards 2. Teresa Bonham</p>	<p>Passed: unanimously 20-1</p> <p>Senate Treasurer Ishita Edwards: there are a few mix ups with titles of Senators and a typo (I will email Secretary).</p> <p>Passed: 18-0</p>	
<p>AS By-Laws (2nd read)</p>	<p>1. Teresa Bonham 2. Christine Mainzer</p>	<p>Work Group Members: Cat Yang, Ishita Edwards, Elissa Caruth, Charles Ramirez, and Tom Stough have provided an updated Academic Senate By-Laws document for Senate review, posted in BoardDocs. This is a first-read vote. We hope for a final vote on April 28, 2022. Please send additional feedback to Ishita Edwards.</p> <p>Ishita lead the group through the recent changes:</p> <ul style="list-style-type: none"> <li>Faculty Dues and how we should be spending</li> <li>Sunshine gifts or loss of family (changed preamble)</li> <li>Elections of Officers- they may be nominated or self-nominated</li> <li>The Election Committee- voting by electronic ballot, and each faculty member be counted as one, run-offs</li> <li>Sabbatical Chair position, PDC Chair: Should they be elected by Senate or appointed by President.</li> <li>Reassigned time- President may apportion.</li> <li>Composition of the Academic Senate Assembly- used to be 8 now 5.</li> <li>Governance Process-Subcommittees</li> </ul> <p>Discussion: Senator Alan Hayashi: Maybe not necessarily here, but at end of year beginning of academic year, we have a listing of expenses in this area, then it'll also be in the minutes. Senator Cat Yang: Can we put Amy's suggestion into Treasurer's duties? Senator Alan Hayashi: My concern is this statement allows the Executive committee to make expenditures without</p>	<p><b>AMY</b> Finish w Ishita</p>

	<p>approval of the Senate. That's why it's important. And if it needs to go over, they come back to Senate for approval.</p> <p>Senate President Amy Edwards: yes, that was voted on earlier in the year.</p> <p>Senator Alan Hayashi: I have questions about run-offs. It's doesn't give procedures. That could land late in the semester.</p> <p>Senator Teresa Bonham: Even through they are elected, doesn't the president find the person to agree to run to be elected?</p> <p>Senate President Amy Edwards: Not last time, but it could happen, especially if no one steps up.</p> <p>Senator Alan Hayashi: The election for Sabbatical Chair is different because they are our rep at the District.</p> <p>Senator Lilia Ruvalcaba: There is a long-term commitment though. Do we want to keep it long-term?</p> <p>Senate President Amy Edwards: Let's see what people think in the chat? It looks like keep elected.</p> <p>Senator Alan Hayashi: In the past this has been dependent on how the board feels. Change it: subject to the amount given by the VCCCD board. I'm concerned it'll go below 2.</p> <p>Senate President Amy Edwards: I've been told it cannot go below 2.</p> <p>Senator Alan Hayashi: This is also a change with how part-time reps are considered. It doesn't specify. When is full time equivalent faculty determined?</p> <p>Senate President Amy Edwards: starts in end of Spring, the first meeting in fall the first roster is presented.</p> <p>Senator Teresa Bonham: We had one FT and 1 adjunct, would we now have 2 FT and 1 adjunct.</p> <p>Senate President Amy Edwards: I'll have to do some research on that. Lots to think about here. Let's bring it back to vote next meeting.</p> <p>Chat:</p> <p>Senate President Amy Edwards: The Five "things" we tend to spend on: Student Art, Foundation Scholarships, Charity, Sunshine Gifts, Retirements</p> <p>Senate President Amy Edwards: A Report by the Treasurer will be presented at the start of the academic year</p> <p>Senate Secretary Marcia Fulkerson: good suggestions Alan</p> <p>Senator Tom Stough: Sunshine Gifts are covered by "faculty morale", eh?</p> <p>Senator Alan Hayashi: If the semester amount exceeds the \$200 cap for a given semester, an increase to the limit (e.g. and additional \$100) will be presented to the Senate for approval.</p> <p>Senator Catalina Elizabeth Yang: Voting shall be by secret or electronic ballot of the general membership.</p>	
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<p>Seating PG Reps for 2022-2023 (1<sup>st</sup> read)</p>	<ol style="list-style-type: none"> <li>1. Ishita Edwards</li> <li>2. Lilia Ruvalcaba</li> </ol>	<p>As a Senate Assembly, we will work through the process of seating faculty reps for the 2022-2023 academic year. A first draft for discussion is in BoardDocs. Committee representatives will be chosen by the Academic Senate. The Academic Senate hopes to encourage a rotation of faculty on these committees in order to enhance the communication climate and share in the workload.</p>	

		<p>Here are the process/criteria by which faculty will be chosen:</p> <ul style="list-style-type: none"> <li>• Senators will recommend faculty from their areas to sit on specific committees. (April 11, 2022)</li> <li>• Senators will discuss (April 11 and April 25) who would best represent faculty on the specific committee with these considerations in mind:</li> </ul> <p>Current faculty role  Years of service  Variety of service  Specific duties relating to the committee work  Past experience  Communicating with the Senate</p> <p>Changes:  CPC: No Changes  Budget: Add Susan  CUDS: No Changes  Curriculum:  PDC: Add Samantha Marshall, remove Juan Pitones, Add Claudia Parsons  PRC: Remove Josh Lieser, Add Juan Pitones, Add Math Dpt. Chair, Add Science faculty to replace Shannon Newby  SESC: Replace Nayeli with Linda Webb  TEC: Maybe we split Dianne for Fall and Bates for Spring  Sabbatical: Celina Benavides-Black</p> <p>Made motion</p> <ol style="list-style-type: none"> <li>3. Ishita Edwards</li> <li>4. Lilia Ruvalcaba</li> </ol> <p>Motion passed: 16-0</p>	
<p><b>PG/Standing Committee Reports</b></p>		<p><b>TABLE</b>  <b>PG Report Schedule for Academic Senate Meeting Spring 2022</b></p> <p>2nd Monday of the month these committees will report-out:</p> <ol style="list-style-type: none"> <li>1. Curriculum (Shannon Davis)</li> <li>2. PDC (Cat)</li> <li>3. SESC (Erin)</li> <li>4. ARW (Dolores)</li> <li>5. LLRC (Tom): Just submitted for database purchases for next year. At last meeting of the year the Administrative Chair will be VP Art Sandford.</li> <li>6. AFT (Alan): Paid members should have gotten AFT ballots to vote. OC is electing a full-time VP and part-time VP. Follow instructions carefully. Deadline May 2.</li> </ol>	

		7. Guided Pathways (as needed) 8. Statewide Committees (as needed)	
<b>President's Report:</b> OC Meetings Update	Senate President Amy Edwards	President Edwards provided an update on OC meetings. <ul style="list-style-type: none"> <li>Family festival May 1.</li> <li>OC Live event Weds., May 4 ASL event through Zwaal's ASL class in LS-6 Starts at 5:30</li> <li>Need Condor Fest volunteers</li> <li>ASG doing a puppy love event Therapy dogs and Cinco de Mayo event and graduation banners.</li> <li>Tomorrow is FLEX day: Equity in Training, Women in Leadership</li> <li>Graduation May 19, 5pm, early dinner for employees.</li> <li>Study abroad grant has made the first cut to start a club Rainer Mack and Tina are working on this.</li> </ul>	
District Meetings Update	Senate President Amy Edwards	President Edwards will provide an update on district meetings. DCAS: Meeting was April 21, 2022: Report Today Staffing update report. It did not go our way. There were 2 motions made after long discussion. 1. Increase allocation model (motion failed) 2, Motion to increase allocation model to 7.3 (motion passed.) DCHR: Meeting was April 14, 2022: Report Today DTRW-I: Meeting was April 21, 2022: Report Today	What am I missing here?
Board Items	Senate President Amy Edwards	Do you have items for the <b>June</b> OCAS Board of Trustees report?  Our spotlight faculty will be Justin Miller (Physics).  Our Board Reports for March, April, and May are in BoardDocs.	REACH out to Justin for his Bio.
<b>Old Business</b> Lifetime Achievement Recognition	VP Elissa Caruth	VP Caruth will discuss this potential future action item.  Senate Vice President Elissa Caruth: We should honor our retiring and outgoing faculty members with a Lifetime Achievement Award. There are a lot who don't win the big 6, and this is a nice recognition, and a thank you. I'm suggesting a trophy to recognize our faculties work with students in the classroom. Senate Treasurer Ishita Edwards: I would suggest a plaque. Senator Josh Lieser: I like this idea. Can we do two bricks? 1 for them to take and 1 to build a walk of fame. There is permanence of that.	Marcia TO DO bring to CUDS chairs

		<p>Senate Treasurer Ishita Edwards: MC has been doing the bricks for years of service. Then they have 1 distinguished faculty award.</p> <p>Senate VP Elissa Caruth: I will reach out to Marcia to get to CUDS.</p> <p>Chat:</p> <p>Senator Tom Stough: I've given lifetime borrowing priv. for the library for retirees' gift package.</p> <p>Senate President Amy Edwards: MC does bricks</p> <p>Senator Teresa J Bonham: I like the brick idea</p> <p>Senator Lilia Ruvalcaba: me too</p> <p>Senate President Amy Edwards: me too. Maybe Marcia can bring to CUDS</p> <p>Senator Tom Stough: Bricks are a great idea.</p> <p>Senate Treasurer Ishita Edwards: An excellent thought, Elissa!</p> <p>Senator Dylan Altman: This is a really cool idea. I like the idea of becoming a part of the campus.</p> <p>Senate Secretary Marcia Fulkerson: We can ask CUDS best locations</p>	
Accreditation ISER Review Check-In		PLEASE submit before May 3.	
AS Goal Tracking		TABLE to May	
<b>New Business</b> Treasurer's Report		Treasurer Edwards provided a written budget report in BoardDocs. There are a few documents in BoardDocs for your review. Treasurer Edwards's report: There have been no expenses or revenues incurred since 3/14/22. The available balance in the Academic Senate checking accounts is \$3862.00.	
<b>Future Agenda Items</b>			
PG Manual (2 <sup>nd</sup> Read)			
Seat all PG Reps (2 <sup>nd</sup> Read)			
List of Accomplishments Updated (May)			
ISER			
Set up Senate Roster			

Future Meetings			
May 9	Zoom		
Good of the Order		Senate VP Elissa Caruth: The Spring Planning Retreat was wonderful. I'm so proud of my students for trying hard. I applaud them! I'm proud of working with all of you.	
Adjourned	at 3:58		

**Poll Results:**

1.Do you approve of the April 11 Senate minutes?

- Susan McDonald Yes
- Joshua R Lieser Yes
- Charles D Ramirez Yes
- Christiane Mainzer Yes
- Dylan Altman Yes
- Yong Ma Yes
- Catalina Elizabeth Yang Yes
- Gloria Lopez OC EOPS Counselor Yes
- Dolores Corine Ortiz Yes
- Melissa Graham Yes
- Lois Zsarnay Yes
- Alan Hayashi Yes
- Teresa J Bonham Yes
- Ishita M Edwards Yes
- Thomas A Stough Yes
- Deanna McFadden Yes

1.Do you approve of the 1st read of Faculty PG Reps?

- Susan McDonald Yes
- Joshua R Lieser Yes
- Charles D Ramirez Yes
- Christiane Mainzer Yes
- Yong Ma Yes
- Lilia Ruvalcaba Yes
- Catalina Elizabeth Yang Yes
- Gloria Lopez OC EOPS Counselor Yes
- Melissa Graham Yes
- Lois Zsarnay Yes
- Michelle Brownlee Yes
- Emily Nicole Zwaal Yes
- Alan Hayashi Yes
- Teresa J Bonham Yes
- Ishita M Edwards Yes
- Thomas A Stough Yes