

Academic Senate of Oxnard College
Regular Meeting, 2:00 pm August 22, 2022 via Zoom
APPROVED MINUTES

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

Newly Elected Senators Present: Catalina Yang, Charles Ramirez, Chris Mainzer, Deanna McFadden, Dylan Altman, Erin Lawley, Gloria Lopez, Josh Lieser, Lilia Ruvalcaba, Lois Zsarnay, Michelle Brownlee, Susan McDonald, Teresa Bonham, Tom Stough, Della Newlow, Kari White, James Harber, and Yong Ma (21)

Non-Voting Senator Present: Paola Lopez (ASG Rep)

Senators Absent: Kevin Corse, Tim Fontenette, Rainer Mack, *Melissa Graham, *Rana Akiel (5)

Guests: President Oscar Cobian, Vice President of Academic Affairs Luis Gonzalez, Vice President of Business Services Christopher Renbarger, James Schuelke, Celina Benavides-Black, Samantha Marshall, Shannon Trefts, Leo Orange, Linda LeValley Kama'ila, Cristy Lopez-Bowlin

**former senators from 2021-2022 AY*

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| Called to Order 2:01 By Senate President Elissa Caruth | Motion to Adopt Agenda 1. Catalina Yang 2. Chris Mainzer | Called to order 2:01 by Senate President Elissa Caruth | |
| Public Comment | | Cat (on behalf of Alan): <ul style="list-style-type: none"> reported students have been parking in staff spots, making parking spots scarce for faculty and staff requested that classrooms be equipped with erasers | |
| | | Dolores informed faculty of an upcoming PD opportunity: "Culturally Responsive Teaching and Reflection in Higher Education." The first 14 folks to respond will receive a free copy of the book the group will read. Participants should be available to meet over 5 designated Fridays. Meetings will happen on campus around noon and lunch will be provided. Dolores screenshared the flyer and will also send it to Pres. Caruth to share. | |
| | | Pres. Cobian shared that the OC Foundation (OCF) met over the weekend. They reviewed Robert's Rules and The Brown Act. This was the first this training has ever been provided. Gaby Rodriguez was recognized for her instrumental work. A major to their scholarship program was passed. OCF will no longer require students to provide receipts. There is a committee member, OC student, and OC employee on the scholarship committee. They are also revamping the scholarship application, reducing it from 14/15 pages to 4/5. | |
| Guests: | | Pres. Cobian directed anyone with questions regarding | |

Pres. Cobian,
VP Gonzalez,
and VP
Renbarger

OCF to reach out to Peter Parker. It's important we connect with OCF to make sure they understand our students.

VP Gonzalez noted there are now 185 students in 9 classes in the newly-establish PACE program, which is starting today. Enrollment is at 74% which is "out-pacing" college-wide enrollment at 68%. We are also seeing more students returning to college but we are still down college-wide since 2019.

VP Renbarger:

- Directed folks reach out to Charlotte Farley for custodial issues or to your deans. Charlotte is the acting/interim custodial supervisor. Chris changed the custodial shifts to 3PM - 11:30PM. Some of these changes didn't work for the dental department's needs that they are working on.
- We are working on the housing application for structure funding, hiring a landscaper to focus on low-water use plants, and will be submitting an RFP to improve WiFi in HyFlex classrooms.

VP Gonzalez noted that they will begin sharing the accreditation report in mid-September (the 19th) to allow time for feedback.

Pres. Cobian acknowledged the murmur of concerns over VC receiving funding for on-campus housing. OC is not eligible at this time but we're doing a study so in the long term we can also apply for housing on campus. VP Renbarger added that when applying for construction funding you must have conducted a feasibility study. VC had already done this; we are working on it this year. NPR reported the housing shortage locally (specifically Oxnard) is the worst in the nation. This will serve to justify our request.

Charles asked about the payoff of now having solar panels. Chris replied that it's a long-term investment that will take time to off-set. It will be cost-neutral over 20-25 years. Edison will be turning off all electricity for 3 hours on 9/24 at 11pm to connect charging stations to the grid at that time.

Pres. Cobian asked if we would like regular messaging from him, similar to that which Pres. Sanchez provided in his El Condor email update. Please communicate any preference to him.

Action Items:

1. Ishita
2. Yong

Ishita noted multiple typos, otherwise content appeared correct.

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| Approval of Minutes (5.01) | | Tom submitted a poll and Senators voted to adopt. | |
| Seating of the Senators (5.02) | | <p>Each Senator gave a verbal acknowledgement as well as a confirmation in the chat of their new or continued position as Senator.</p> <p>Public Safety is vacant.</p> <p>Leo and Della used to alternate but this year it will just be Della.</p> <p>VPA is vacant. Michelle noted in the chat that it should be Rainer Mack.</p> <p>Non-Voting ASG Senate Rep. is vacant.</p> | |
| Remain Online or Meet In-Person (5.03) | <ol style="list-style-type: none"> 1. Lilia 2. Yong | <p>Lilia made motion to go online, Yong seconded.</p> <p>Tom launched a poll to vote if we remain online or meet in person for our regular Senate meetings. There was overwhelming support for remaining online with 76% voting in favor of online and 24% in person. We will continue to meet online until we vote again at our second meeting in September.</p> | |
| Special Election: AS Vice President & AS Secretary (5.04) | | <p>Former Vice President Caruth transitioned to President mid-term when former Pres. Edwards recused herself from her post to accept a dean position, leaving the VP seat vacant. Former Secretary Fulkerson also recused herself, leaving the Secretary seat vacant. These events led to a special election and nominations were taken from the floor. The by-laws on special elections state that if an election is contested, each person will take 2 minutes to make their case.</p> <p>Erin nominated Shannon Trefts for VP. Josh nominated Dolores for VP. Della nominated Emily for Sec.</p> <p>Shannon spoke on her role as Career Center Counselor Coordinator and experience teaching Personal Growth at OC. She is a product of this district and has worked within multiple areas of higher ed. Her heart is with OC in a personal way. Her top strengths are harmony, positivity and achievement, a strong work ethic, passion for relating to people, and an ability to make tough decisions. She has a proven strength within Career Ed. leadership and Guided Pathways. She values a collaborative nature of shared governance for curriculum and goods and services. Her Doctoral and Master's research revolved around diversity, equity and inclusion. She has played a</p> | |

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| | | <p>key role in changing multiple policies and procedures. She thanked everyone for their consideration.</p> <p>Dolores spoke, first stating she is honored to have been nominated. She has served as a Senator for 1 year and attended prior meetings as a visitor and presenter. She sees this 1-year term as an opportunity to help support the president and executive team. She has served on other PG committees and never shied away from advocating for faculty, students, and our campus' interests, even as an untenured person. She has been involved in advisory boards on campus and in the community. She is a VCCARA leadership council member and 1 of 5 members to meet with the Chancellor of our district last Friday. She is well-positioned to be a faculty voice in these spaces.</p> <p>Emily was not obligated to speak but gave a short plea to vote for her, noting her commitment to perform the duty of Secretary to the best of her ability and utilize the experience she acquired as notetaker for her department to maintain accurate records of Senate meetings.</p> <p>Senate voted to elect Emily Zwaal as Secretary.</p> <p>Lilia asked if we have to make our votes for VP public since it's a special election. Senators have the option to vote in the poll or to send their vote to Elissa via a private message.</p> <p>Dolores Ortiz was elected Vice President through a poll vote of 69% in favor, 31% for Shannon. She thanked the Senate body and Shannon.</p> | |
| <p>New Business Treasurer's Report (6.01)</p> | <p>Treasurer Ishita Edwards</p> | <p>Ishita shared her annual report, which can also be found in Board Docs. It was a good year last year. The Senate has ~\$4,900 starting this semester. There are currently 60 people signed up for automatic deductions (\$30). There are still about 40 people who aren't contributing. It is our job to think of ways to use that money and also to try and encourage others to contribute. Lilia noted that Amy Edwards and Mike Ketaily may no longer contribute.</p> <p>Della suggested planning a faculty retreat. Ishita has taken note and will follow up with this idea.</p> | |
| <p>Student Equity and Achievement Plan (SEAP) 1st Read (6.02)</p> | <p>Senate President Elissa Caruth</p> | <p>President Caruth asked that we please take a look at the Student Equity and Achievement Plan (this can be found in BoardDocs). We are required to submit this every 3 years to receive SEAP funding. Elissa led the writing team for this document over the summer, who met multiple times. It was composed of faculty, classified personnel and management. It includes a litany of services that help to</p> | |

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| | | <p>close equity gaps. We are one of the first on the PG stops to review it. Send your feedback to Pres. Caruth or Dr. Leah Alarcon by Sept. 16th. Elissa will bring it back for 2nd reading and final approval at our second meeting in Oct. This is written by faculty with administrative input.</p> <p>VP Ortiz asked if there are any particular sections she would prefer feedback on. Pres. Caruth suggested she look at the section on race consciousness since she is knowledgeable in this area. Please look at the whole document but focus on the metrics.</p> | |
| <p>Old Business AS Goal Tracking (7.01)</p> | <p>Senate President Elissa Caruth</p> | <p>Pres. Caruth shared the goals and action steps from last year and went through each (attached in BoardDocs). (She would like one member of the Executive Team to create a workgroup on this). She noted the following:</p> <ul style="list-style-type: none"> • We strengthened our ISLOs. • We reviewed documents for accreditation. • We made headway on inclusivity and students with disabilities. Della noted she would like another action step to address students with disabilities. Pres. Caruth asked her to be part of the workgroup. • Ishita recommended we remove the ISLO goal since this has now been accomplished. • Josh noted he would like to revisit an idea for recognizing retirees (add as goal?). • Della mentioned that on All College Day faculty were discussing how long it's been since we've been together. The long hiatus away, in addition to having new hires, warrants a focus on building camaraderie through social events. Faculty are feeling depressed and alone. When faculty feel uplifted, this makes them better teachers, which is better for students. • Pres. Caruth recommended we continue the new-faculty mentor program through the Senate. • Pres. Caruth recommended adding the following as new goals: Transfer, CTE, and closing equity gaps (more funding coming for this) <p>The Exec. Team will discuss creating a workgroup and may be reaching out to some senators. If interested please reach out to Elissa (best way is via email, which she will respond to following our meeting). She would love to see participation across campus (do not need to be senators).</p> | |
| <p>PG Reps Seated for</p> | | <p>College Planning Council (CPC): Elissa Caruth and Chris Renbarger (co-chairs), Ishita Edwards (reporter at</p> | |

2022 – 2023
(7.02)

Senate meetings), Lilia Ruvalcaba

Budget Committee: Elissa Caruth (chair), Ishita Edwards, Jonas Crawford, Leo Orange, Cesar Flores, Lilia Ruvalcaba, Susan McDonald (reporter to Senate)

CUDS: will know the chair by next senate meeting, Tom Stough, Charles Ramirez (reporter to Senate), Kevin, Juan Zuniga, Raffi Najarian

Curriculum Committee: Shannon Davis (chair)

Professional Development Committee (PDC): Cat Yang (reporter to Senate), Claudia Parsons, Melissa Garcia, Samantha Marshall, Scott Wolf

Program Review Committee (PRC): Elissa Caruth (chair), Jonas Crawford, Juan Pitones, Mati Sanchez, Charles Ramirez, Cesar Flores, Renee Willers, Tami Crudo, Susan McDonald, Lilia Ruvalcaba, Justin Miller. Need one more as Marcia will no longer be serving. Teresa will think about it but doesn't want it to be too English faculty-heavy. They meet the 3rd Tuesday of the month at 2:30. Lilia was selected to serve as the Senate reporter.

Student Equity and Success Committee (SESC): chair TBD, Ross Fontes, Linda Webb, Erin Lawley (reporter at Senate but may be tricky in Spring during softball season), Kari White, Lisa Helfrich, Hussein Fahs

Technology Effectiveness (TEC): Ishita (chair and reporter to Senate), Scott Wolf, Dianne Frehlich (in Fall), Mark Bates (in Spring), Cecilia Milan, Raffi Najarian

Sabbatical: Della Newlow (chair)

Teresa noted that she will probably need to add people serving on some of these committees to the Union.

Lilia noted that Covid has changed the way we teach/our modality and asked where this is being discussed? Elissa replied that it's a point of discussion across campus in the committees she sits on. The department chairs will be discussing this this semester and looking at best practices. Let Elissa know your thoughts on this. Lilia noted there isn't a one-size-fits-all solution. Teresa suggested we consider elevating the DE committee to a PG committee considering the importance of online teaching for all since COVID. Elissa said this will require changes up the line, but we can make changes locally.

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| <p>Academic Senate President's Report The State of the Senate (8.01)</p> | <p>Academic Senate President Elissa Caruth</p> | <p>Pres. Caruth plans to run for Academic Senate President in the long term (for this year and the following 2-year term). She will ask you for help, will rely on the Executive Team, and will ask for honesty, truthfulness, and transparency.</p> <p>President Caruth called for a moment of gratitude for our students. We have full classes and waitlists. She also acknowledged gratitude for each person present. Her goal for Senate is for us to be a community and lean on one another. She asked everyone to post in the chat why they are here. Her goal is for us to enact positive transformational change as a collective body. Our purpose and charge are constant. She represents all of us as our Senate President and will share our ideas. She asked folks to email her to let her know what's going on in our classrooms and to say hello.</p> <p>President Caruth plans to bring resources across our campus to the Senate. At our next meeting we will have representatives from the Transfer Center and Basic Needs visit. Senators should bring information they learn back to their respective departments.</p> <p>Pres. Caruth called on teachers to encourage students to get degrees because we know this translates into higher pay and a better quality of life.</p> <p>She also plans to bring in outside groups such as those mentioned by Pres. Cobian (Clinicas, the Navy) to build connections between students and the community and close equity gaps. This is the year of "positive transformation and change."</p> | |
| <p>OC Meetings Update (8.02)</p> | | <p>Now that the committees have been determined, senators are seated and quorum is set, Pres. Caruth will work on getting the lists out to those who need them so we can get meetings in motion. PRC has already met. Please send Elissa your feedback on the SEAP by September 16th</p> | |
| <p>District Meetings Update (8.03)</p> | | <p>Pres. Caruth has been to 2 meetings. DCAS (District Council and Administrative Services). There is money. 500K will go to VCCCD for student equity and achievement but we don't yet know how much OC will receive (they're going through the allocation model). Elissa will report back. \$59K will be for LGBTQ students. There's a ton of emergency relief funds but we don't know</p> | |

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| | | how much we'll get. There is also money for construction, as mentioned by Chris. | |
| Board of Trustee Items (8.04) | | <p>The Board revoked the vaccine mandate. Masks can still be encouraged but can't be mandated.</p> <p>OC needs a faculty member to spotlight each month. Elissa is going to make a spreadsheet to nominate faculty. She has 2 minutes to highlight an individual at the Board meeting. Teresa nominated Shannon Trefts and Elissa will spotlight her for September's meeting. Dolores shared the previous spotlights: Kevin, Dylan, Jim, Josh, Erin, Ishita, Gloria, Scott, Jessica, Cecilia, Dolores, Linda Chaparro, Alex Lynch, Tom, Lilia, Melissa, Justin. (Elissa asked Dolores to send her the spreadsheet)</p> <p>Teresa recommended someone from the Exec Team to introduce them and suggested Emily. Pres. Caruth will spotlight her for October.</p> <p>In our last Senate meeting in Spring, Samantha Marshall was selected to be spotlighted.</p> <p>Please give a final report and include this in your departments.</p> | |
| PG/Standing Committee Reports | | Please refer to BoardDocs for PG committee reports. | |
| Follow-Up Items for Future Agenda Lifetime Achievement Recognition (10.01) | | Josh emphasized we need to pursue the Lifetime Achievement Award. | |
| For the Good of the Order | | <p>Teresa asked to please add AFT to the list.</p> <p>Teresa shared that she and Lilia got to meet the new chancellor and walked away with a good impression. She felt he was unpretentious and is hopeful he'll be good for our district. He's a good listener and didn't pretend to have all the answers. Lilia agreed that she was also very impressed. He was let go from his previous employment because he acted with integrity. Dolores added that she also met with him for over an hour and felt the same. He was very open and dispelled the concerns that she had. He's concerned, aware, and brought up on his own volition why he was let go (for writing a statement in support of George Floyd). He seems down to earth.</p> | |
| Adjourned | | Officially adjourned at 4pm by Academic Senate President | |

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| | | Elissa Caruth. | |
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